

General Information and Instruction for Licensed Legal Intern Application

- 1. This is the application for admission to limited practice as a Licensed Legal Intern in Washington under Rule 9 of the Washington Supreme Court's Admission and Practice Rules (APR). Read APR 9 and the entire application carefully. Answer each question completely to avoid possible delay in processing this application.
- 2. The responsibility of full disclosure rests entirely upon the applicant. Failure to fully disclose as requested in this application may be considered a reflection on the applicant's moral character and may itself result in denial of the license APR 20-24 for more information. The supervising lawyer may be asked to review the completed application and acknowledge that he or she is aware of any information disclosed.
- **3.** Applications and forms must be submitted online. Signatures are not required to be originals and may be electronic or scanned. Incomplete applications will delay licensure.
- 4. Applications must be accompanied by a \$50 processing and administration fee. Applicants who will be practicing solely in the course of enrollment in a law school clinical education program that provides free legal services for low-income clients are not required to pay the \$50 fee during the period of enrollment. Applicants must advise the WSBA from your online admissions account when that enrollment terminates and pay the \$50 fee at the time they apply to continue the limited license to practice as an APR 9 Licensed Legal Intern with a non-clinic supervising lawyer.
- 5. A student at an approved law school may submit an application for a legal intern license up to <u>4 weeks prior</u> to completing the required course of study and the start of their supervision if, at the time of submission, the applicant is duly enrolled and in good standing at an approved law school, will have satisfied APR 9(b) by the end of the current school term (quarter or semester), and has the approval of the law school dean or the dean's designee. Should the applicant fail to complete said courses, the applicant will not be eligible for the Rule 9 license. The student must meet all requirements of APR 9 including completing the current school term before a license can be issued. An APR 6 law clerk may submit an application after completing the 30th month of study.
- 6. The WSBA reviews the application and, when appropriate, sends a recommendation for issuance of the license to the Washington Supreme Court. The Court will either issue or refuse to issue the Licensed Legal Intern license. The Court's decision will be forwarded to the WSBA and the WSBA will notify the applicant. Written confirmation of licensure will be emailed to the licensed legal intern, as well as the supervisor. A LICENSED LEGAL INTERN CANNOT ACT AS AN APR 9 LICENSED LEGAL INTERN UNTIL THEY HAVE RECEIVED THEIR RULE 9 CARD.
- 7. A limited license as an APR 9 Licensed Legal Intern will be valid, unless revoked, for a period of not more than 30 consecutive months, and in no case will it be valid for more than 18 months after graduation from law school, even if that means the license will not be valid for a full 30 consecutive months. A licensed legal intern may change, add, or update the supervision end date of the supervisor if it is within the license period. There is no extension of the license period.
- 8. An intern shall immediately cease performing any services under this rule and shall cease holding themselves out as a Licensed Legal Intern upon (i) termination for any reason of the intern's limited license under this rule; or (ii) the resignation of the intern's supervising lawyer; or (iii) the suspension or termination of the supervising lawyer's status as supervising lawyer; or (iv) the withdrawal of approval of the intern pursuant to this rule.
- 9. Approval as an APR 9 Licensed Legal Intern does not automatically secure eligibility to sit for the Washington State Bar Examination (see Bar Exam and Admissions information on https://admissions.wsba.org/home. An APR 9 Licensed Legal Intern must inform the Admissions staff at the Washington State Bar Association in writing of any changes to the information in the application that occur at any time between the date signed and the date licensed to practice law in Washington State.
- 10. It is the applicant's and supervising lawyer's responsibility to be familiar with the obligations and restrictions contained in APR 9.