

Documenting Satisfaction of Rule 8.105 when Applying for Limited Admission for In-House Counsel

Individuals who are seeking admission to The Missouri Bar pursuant to Rule 8.105 -- Limited Admission for In-House Counsel may make application upon furnishing satisfactory evidence that they meet the requirements set out in Rule 8.105. The Missouri Board of Law Examiners (MBLE) will complete a preliminary review of your eligibility from the information supplied in your application forms and the required documents. If it appears from the face of your application and the required documents that you satisfy the requirements of Rule 8.105, MBLE will begin processing your application and conducting the character and fitness investigation. If the Board's investigation subsequently reveals that you do not qualify under Rule 8.105, your application may be denied. Fees will not be refunded.

PROOF OF ADMISSION TO THE BAR

All persons making application pursuant to Rule 8.105 must provide verifying documentation of their admission to the bar in another U.S. or foreign jurisdiction.

If you are admitted in a state or territory of the United States or the District of Columbia, you must provide a certificate from the highest court or agency having jurisdiction over admission to the bar and the practice of law from each U.S. jurisdiction in which you currently are, or ever have been, admitted, stating the date of your admission and that your license is active and in good standing. You must also provide a disciplinary history statement that includes a statement regarding any current or pending charges from the disciplinary authority of each U.S. jurisdiction in which you currently are, or ever have been, admitted.

If you are admitted to the bar in a foreign jurisdiction, describe the route to admission in the foreign jurisdiction. Describe the application process, admissions authority, disciplinary board, any relevant educational dates, type of degree(s) awarded, including a description, that are required for your eligibility to practice law in the respective jurisdiction. Include contact information for the admissions authority and disciplinary board. You must provide a certificate from the highest court or agency having jurisdiction over admission to the bar and the practice of law in the foreign jurisdiction stating the date of your admission and that you are in good standing. You must also provide a disciplinary history certificate from the disciplinary board or authority that includes a statement regarding any current or pending charges from the disciplinary authority of each foreign jurisdiction in which you currently are, or ever have been, admitted. Documents in a language other than English must be accompanied by a certified translation by a disinterested party and attested to as to accuracy.

TRANSCRIPTS

You must provide certified or official transcripts of all legal studies (including any study in an LL.M. or other program) you have completed that include the date any degree was awarded. Documents in a language other than English must be accompanied by a certified translation by a disinterested party and attested to as to accuracy.

CHECKLIST

A. If you are seeking permission under Rule 8.105(a)(2)(A):

- (1) Have you been admitted to the bar in another jurisdiction of the United States?
- (2) Is your law license in that jurisdiction active?
- (3) Did you receive your J.D. or LL.B. degree at a law school that was approved by the American Bar Association at the time of your graduation from said law school?
- (4) Are you employed, or will you be employed upon licensure in Missouri, exclusively for: a corporation, its subsidiaries or affiliates; an association; a business; or a governmental entity and the employer's lawful business consists of activities other than the practice of law or the provision of legal services?

If you answered “no” to any of the questions above, you are not eligible under Rule 8.105(a)(2) (A).

If you answered “yes” to all of the questions above, in addition to the standard application forms you should submit (a) a certificate of good standing verifying your admission to the bar and active status; (b) a disciplinary history certificate that includes a statement regarding any current or pending charges; (c) an official transcript from your law school showing the date your J.D. degree was awarded; and (d) a Rule 8.105 employer affidavit completed by an officer, director, or general counsel of the employing entity attesting to your employment by the entity and the capacity in which you are so employed, and stating that the employment conforms to the requirements of this Rule.

B. If you are seeking permission under Rule 8.105(a)(2)(B):

- (1) Have you been admitted to practice law in a foreign jurisdiction?
- (2) Is your law license in that jurisdiction active?
- (3) Have you been in good standing to practice law in that jurisdiction throughout the period of your admission?
- (4) Are you employed, or will you be employed upon licensure in Missouri, exclusively for: a corporation, its subsidiaries or affiliates; an association; a business; or a governmental entity and the employer's lawful business consists of activities other than the practice of law or the provision of legal services?

If you answered “no” to any of the questions above, you are not eligible under Rule 8.105(a)(2) (B).

If you answered “yes” to all of the questions above, in addition to the standard application forms you should submit (a) a certificate of good standing verifying your admission to the bar and active status; (b) a disciplinary history certificate that includes a statement regarding any current or pending charges; (c) an official transcript from your law school showing the date your J.D. degree was awarded; (d) a description of the route to admission in the foreign jurisdiction; (e) a description of the application process, admissions authority, disciplinary board, any relevant educational dates, type of degree(s) awarded, including a description, that are required for your eligibility to practice law in the respective foreign jurisdiction, including contact information for the admissions authority and disciplinary board; and (f) a Rule 8.105 employer affidavit completed by an officer, director, or general counsel of the employing entity attesting to your employment by the entity and the capacity in which you are so employed, and stating that the employment conforms to the requirements of this Rule. Documents in a language other than English must be accompanied by a certified translation by a disinterested party and attested to as to accuracy.