



UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF ILLINOIS
219 SOUTH DEARBORN STREET
CHICAGO, ILLINOIS 60604

MICHAEL W. DOBBINS
CLERK

Attorney Admissions
(312)435-5771

November 14, 2008

**GENERAL BAR ADMISSION
FOR NEW ILLINOIS ATTORNEYS**

Admission Period: December 1 through December 31, 2008

Dear Counselor:

Congratulations on your admission to the bar of the Illinois Supreme Court. As a member of that bar, you may now be eligible for admission to the General Bar of the United States District Court for the Northern District of Illinois. **Please note that NO SWEARING-IN CEREMONY will be held. Instead, petitioners must have the Oath of Office notarized.**

New attorneys admitted to the Illinois Supreme Court during either the May, 2008 or the November 2008 swearing-in ceremony and who have registered with the Illinois Attorney Registration and Disciplinary Commission (ARDC) may, for a limited time, join the General Bar using an abbreviated petition. Instructions follow this letter; the petition form can be downloaded from the Court's website. **THESE INSTRUCTIONS APPLY ONLY TO NEW ILLINOIS ATTORNEYS.**

The U.S. District Court has a two-tiered bar -- the General Bar and the Trial Bar. Participants in the General Bar Admission for New Illinois Attorneys will be admitted to the General Bar and as members of that bar will be entitled to practice in this Court subject to the restrictions of the Court's local rules. For information on the Trial Bar, please refer to Local Rule 83.11. The local rules, the *Standards for Professional Conduct within the Seventh Federal Circuit*, and the *Rules of Professional Conduct for the United States District Court for the Northern District of Illinois* can be found on the court's web site: www.ilnd.uscourts.gov.

The Rules of Professional Conduct for the United States District Court for the Northern District of Illinois as well as the *Standards for Professional Conduct within the Seventh Federal Circuit* should be read by you prior to completing and signing the petition form.

Petitions for General Bar Admission for New Illinois Attorneys will be accepted between December 1 and December 31, 2008. Admission Certificates will be mailed out weekly. Due to the volume of petitions anticipated, please **DO NOT CALL** to ask about the status of your petition.

To check the status of your application prior to receiving a certificate in the mail, please visit the Court's website Attorney Information page. At the top left, select ILND Bar Member Search. This search updates every weekend. If you submit your application on a Thursday or Friday, your information may not be input and reflected in the website search until after the following weekend.

If you wish to join the General Bar of this Court prior to or after the above-mentioned dates, and you have registered with the ARDC, you will need to follow the instructions for regular admission to this Court, using the standard General Bar petition with a letter of good standing and a second affidavit of sponsor.

Questions about New Illinois Attorney Admission may be directed to annette_panter@ilnd.uscourts.gov.

**GENERAL BAR ADMISSION INSTRUCTIONS FOR NEW ILLINOIS ATTORNEYS
(FORMERLY MASS ADMISSION)**

ELIGIBILITY: Attorneys admitted to the Supreme Court of the State of Illinois after May 2008 may submit an abbreviated general bar petition. **ALL PETITIONERS MUST BE REGISTERED WITH THE ARDC PRIOR TO APPLYING TO THE GENERAL BAR OF THIS COURT.**

PETITION FORM HERE (LINK TO GB FORM)

COMPLETING THE PETITION: Before submitting the petition for admission, please check the following items:

ITEM 2, ILLINOIS ID NUMBER: If you were admitted to the Illinois Supreme Court in November 2008 and have not received your ID number, leave this item blank; it will be completed by the Clerk's Office. **Do not** contact the Illinois Attorney Registration & Disciplinary Commission. You will receive this number at a later date. If you have received your ID number, please complete this section. If admitted to the Northern District of Illinois, this will be your bar number with this Court.

ITEM 7: Please list the complete date (month, date, year) of your admission to the Supreme Court of the State of Illinois.

STATEMENT OF PETITIONER: The statement of the petitioner on the bottom of the front page of the petition must be signed and dated.

AFFIDAVIT OF SPONSOR: Only one sponsor's affidavit is required. Your sponsor must be currently, and have been for at least two years, a member in good standing of the bar of the Illinois Supreme Court or the highest court of any other state of the United States or the District of Columbia. In addition, your sponsor must have known you **for at least one year**. The affidavit must be signed and dated. The sponsor's complete date of admission (month, date, year) to the bar of the Illinois Supreme Court or the highest court of any other state of the United States or the District of Columbia must be completed. **(The sponsor may be a relative.)**

PLEASE SIGN THE OATH OF OFFICE ON THE LAST PAGE AND HAVE IT NOTARIZED

Only petitions bearing the petitioner's original signature and completed on the form furnished by the Court will be accepted for filing.

FILING THE PETITION: Once completed, the petition, along with the \$150.00 admission fee may be filed by mail or in person (to be received on or before December 31, 2008) at the following address:

**Clerk, U.S. District Court
NEW ILLINOIS ATTORNEY ADMISSION
219 South Dearborn Street
Chicago, Illinois 60604**

Personal checks are accepted and should be made payable to "Clerk, U.S. District Court." There will be an additional \$45.00 charge for returned checks. Credit card payments are accepted at the Intake Desk on the 20th Floor.

PLEASE NOTE: PETITIONS RECEIVED AFTER 4:30 P.M. ON DECEMBER 31, 2008 WILL NOT BE ACCEPTED FOR FILING ON THE ABBREVIATED FORM. THE CLERK'S OFFICE IS NOT RESPONSIBLE FOR ANY PETITIONS NOT DELIVERED BY THE U.S. POSTAL SERVICE PRIOR TO THE CUT-OFF DATE.

After December 31, 2008, the standard general bar petition will be required, with a letter of good standing and two affidavits of sponsor.

Please DO NOT contact the Clerk's Office to ask if your petition has been approved. A certificate of admission will be mailed to you.

INCOMPLETE OR IMPROPERLY COMPLETED PETITIONS WILL BE RETURNED TO SENDER.

THE OATH OF OFFICE MUST BE NOTARIZED