



THOMAS G. BRUTON
CLERK

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

Attorney Admissions
(312)435-5771

October 9, 2018

**GENERAL BAR ADMISSION
FOR NEW ILLINOIS ATTORNEYS**

Admission Period: November 1, 2018 through January 7, 2019

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.**

New attorneys admitted to the Illinois Supreme Court during either the **November 2018** or the **May 2018** 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**. The petition is obtained by selecting "General Bar Admission" on the Court's Attorney Information Webpage. **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 & Standards for 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 **electronically** between **November 1, 2018 and January 7, 2019**. Admission Certificates will be mailed out approximately every week. 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 Attorney webpage. Select ILND Bar Member Search. Search using just your first and last names, unless yours is a common name. This search updates daily.

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:
kristen_m_sanchez@ilnd.uscourts.gov.

GENERAL BAR ADMISSION INSTRUCTIONS FOR NEW ILLINOIS ATTORNEYS

ELIGIBILITY: Attorneys admitted to the Supreme Court of the State of Illinois during or after May 2018 may **electronically** submit an abbreviated general bar petition. **ALL PETITIONERS MUST BE REGISTERED WITH THE ARDC PRIOR TO APPLYING TO THE GENERAL BAR OF THIS COURT.**

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 2018 but have not received your ID number, leave this item blank and email the information once received to kristen_m_sanchez@ilnd.uscourts.gov. If you have received your ID number, please complete this section.

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, with an *original (not electronic)* signature, 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 or attorney from another state and need not be a member of the U.S. District Court.)**

LETTER OF GOOD STANDING: No letter of good standing is necessary during the mass admission period.

PLEASE SIGN (original signature, not electronic) THE OATH OF OFFICE ON THE LAST PAGE

NO SWEARING IN CEREMONY WILL BE HELD

Only petitions bearing the petitioner's *original (not electronic)* signature and completed on the form furnished by the Court will be accepted for filing.

FILING THE PETITION: Once completed, the petition shall be filed **electronically**, and the \$181 fee will be paid online via pay.gov.

PLEASE NOTE: PETITIONS RECEIVED AFTER 4:30 P.M. ON January 7, 2019 WILL NOT BE ACCEPTED FOR FILING ON THE ABBREVIATED FORM.

After January 7, 2019, the standard general bar petition will be required, with a letter of good standing and two sponsor affidavits.

Once you have been admitted, you will receive, via email, a login and password for an e-filing account.

Please **DO NOT** contact the Clerk's Office to ask if your petition has been approved. Please check the ILND Bar Member Search located on the Court's Attorney Webpage. A certificate of admission will be mailed to you.