

UNITED STATES COURT OF APPEALS
ELEVENTH JUDICIAL CIRCUIT

Ashlyn D. Beck
CIRCUIT EXECUTIVE

56 Forsyth Street, NW
Atlanta, Georgia 30303
Tel. (404) 335-6535

***** PLEASE READ THESE INSTRUCTIONS FIRST *****

**2024 Eleventh Circuit Judicial Conference
Additional Instructions for Admission to the Supreme Court Bar**

The deadline for receipt of your application and fee is **Friday, 1 March 2024**. Applications will not be accepted after this date. You are responsible for submitting a complete application packet, including payment, in accordance with these instructions and the Supreme Court **Instructions for Admission to the Bar**. Incomplete applications will not be accepted.

To complete your application, please do the following:

1. Please read and follow the attached **Instructions for Admission to the Bar**.
2. Type and print the attached **Application for Admission to Practice** form (*fillable pdf form*). **HANDWRITTEN FORMS WILL NOT BE ACCEPTED.** Please complete the form in its entirety. Print your name as you want it shown on your certificate. Include any middle name, middle initial, or suffix.
3. The application form requires the signature of two sponsors. Original signatures are required, no photocopies.
4. You will be admitted to the Supreme Court Bar on Written Motion. Please type your name (*see item #2 above*) in the appropriate box as the person being admitted. Ashlyn D. Beck, Circuit Executive, will move for your admission and she will sign and date the Motion for Admission. **Type “Ashlyn D. Beck” in the box for the movant’s name. Please do not ask a sponsor or another member of the Bar to move for your admission.**
5. Obtain a **certificate of good standing** from the presiding judge, clerk, or other authorized official of the highest court of your state evidencing that you have been a member of the Bar of such court for at least **three** years and are in good standing. Include the **original certificate** with your application. **Bar association certificates are not acceptable.**
6. Mail your original application with both sponsors' signatures, the certificate of good standing, and a check made payable to “U. S. Supreme Court” for \$200 to the following address.

Eleventh Circuit Judicial Conference
U. S. Court of Appeals
Office of the Circuit Executive
Attention: Budget Analyst
56 Forsyth Street, NW
Atlanta, GA 30303

Do NOT mail your application to the Supreme Court.

Supreme Court of the United States

IMPORTANT INFORMATION FOR ADMISSION TO THE BAR

To qualify for admission to the Bar of this Court under Rule 5, an applicant must have been admitted to practice in the highest court of a State, Commonwealth, Territory or Possession, or the District of Columbia for a period of at least three years immediately before the date of application; must not have been the subject of any adverse disciplinary action pronounced or in effect during that three-year period, and must appear to the Court to be of good moral and professional character.

Each applicant must have two sponsors and a movant. The sponsors must be members of the Bar of this Court who know you personally and are not related to you by blood or marriage. One of the sponsors may also move your admission. Alternatively, the movant may be another member of the Bar of this Court, and may be a relative. Please indicate the name you want shown on the certificate, which may or may not include a middle name and/or suffix.

When completing the application, please note the following:

- The first page should be filled out online, completed in its entirety, and printed. Do not use “all caps.” The second page may be filled out online and printed or handwritten (if legible).
- All signatures must be original (wet) signatures from both sponsors and applicant on the same page. Certification and Oath of Admission sections must be complete.
- Attach a Certificate of Good Standing from your state supreme court or highest court. Do not submit a certificate from the state bar association or a federal court. The certificate must be from the presiding judge, clerk, or other authorized official of the highest court of a State, Commonwealth, Territory or Possession, or of the District of Columbia, and must state that you have been a member of the bar of that court for at least three years and are in good standing. Only one state court certificate is required. A certificate will be accepted only if it was issued less than one year before the date the application is submitted.
- The admission certificate contains the words “in the year of our Lord, two thousand . . .” If you would prefer an alternative form that omits these words, check the “alternative certificate” box on the application form.

If you elect to be admitted on written motion, please execute the Motion for Admission section on the application by having the Bar member whose name you wish to appear on your certificate sign as the moving party, and submit the admission package to the address noted below. An admission fee of \$200.00 must be submitted along with the application. The fee may be paid via cashier’s check, money order or personal check made payable to “Supreme Court of the United States.” If the documents submitted are complete and demonstrate that the applicant possesses the necessary qualifications, the Clerk will notify the applicant of acceptance and issue a certificate of admission. An application received with errors will be returned to applicant for corrections.

If you elect to be admitted in open Court, do not complete the Motion for Admission section. Submit the completed application and Certificate of Good Standing to the address noted below, and you will receive a package that includes a calendar showing available dates for admission at argument and nonargument sessions. The \$200 fee is to be paid on the day of admission. (For fee requirements in connection with group admissions, please refer to group admission instructions.)

U. S. Court of Appeals, Eleventh Circuit
Office of the Circuit Executive
judconf@ca11.uscourts.gov

PLEASE RETURN TO:
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Office of the Circuit Executive
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