**Advance Evaluation of Eligibility**

|  |  |
| --- | --- |
| July | 1. Submit your “Request for Evaluation of Foreign Academic Credentials Form”
2. The Board confirms the receipt of your form and gives you a BOLE ID Number
 |
| Mid-August | 1. Provide FLDM law school with your BOLE ID number so that they may include it on each document
2. Request the “Required Foreign Documentation” from FLDM law school:
	1. Your transcript, that must include:
		1. “BOLE ID: xxx”
		2. “EVALUATION ID: xxx”
		3. the dates of attendance for each period of study
		4. the courses taken and passed for each period of study
		5. the grades
		6. the number of hours of classroom attendance
		7. the degree awarded
		8. the date the degree was awarded
	2. “Proof of fulfillment of educational requirement for admission to the practice of law in Mexico”, that must include:
		1. “BOLE ID: xxx”
		2. “EVALUATION ID: xxx”

Please note that in accordance with the BOLE, since the FLDM law school is issuing these documents in English, no official translation will be needed1. Ask FLDM law school to send the required documentation directly to the BOLE
2. The documentation must consist of:
	1. originals or
	2. copies certified directly by the issuing institution
3. Please note that FLDM law school is currently on the list of accredited schools the Board has on file (“Private Faculty of Law of Monterrey”). Therefore, you will not need to provide “proof of accreditation”
 |
| **October 1** | 1. **October 1 of the year preceding the exam you wish to sit is the DEADLINE for submitting the Online Foreign Evaluation and all Required Foreign Documentation**
 |
| October | 1. Within 5 business days, upon the Board's receipt of each required document, you should expect to receive separate “Document Received” emails confirming receipt of:
	1. your transcript
	2. “Proof of fulfillment of educational requirement for admission to the practice of law in Mexico”
2. If you do not receive an email confirming the Board's receipt of each of the above listed documents, you should contact the Board regarding the status of your file. Do not rely on the Board to contact you to remind you to submit missing documents
3. Until you receive email confirmation that the Board has received each of these required documents, your file will not be ready for review
 |
| November | 1. It will take at least 6 months from the date of the Board's receipt of all foreign documentation to make a determination on your eligibility.
 |
| December |
| January |
| February |
| March |
| April | 1. Complete the Online Bar Exam Application and pay the required application fee. You should not complete the online application until you have received a determination from the Board approving your eligibility as the application fee is non-refundable
 |
| May |  |
| June |  |
| July | 1. Sit for the bar examination
 |

**Documentos Requeridos de la FLDM**

|  |  |
| --- | --- |
| **Contenido** | **Forma** |
| **1. Certificado Oficial para la Barra de Nueva York** |
| 1. “BOLE ID: xxx”
2. “EVALUATION ID: xxx”
3. Fechas (mes y año) tanto del inicio, como del fin, de cada semestre que cursó
4. Materias
5. Calificación de cada materia
6. Horas clase de cada materia
7. Título otorgado y
8. Fecha en que se otorgó (ejemplo: “The Degree of LICENCIADO EN DERECHO (Law Degree) was Conferred on June 7, 1999”)
 | * En original
* En papel membretado de la FLDM
* Con sello de la FLDM
 |
| **2. Proof of fulfillment of the educational requirements for admission to the practice of law in Mexico** |
| 1. “BOLE ID: xxx”
2. “EVALUATION ID: xxx”
3. Dirigida a:

New York State Board of Law ExaminersCorporate Plaza, Building 3254 Washington Avenue ExtensionAlbany, NY 12203-5195Phone (518) 453-5990 | * En original
* En papel membretado de la FLDM
* Con sello de la FLDM
 |
| **3. Sobre** |
| 1. “BOLE ID: xxx”
2. “EVALUATION ID: xxx”
3. New York State Board of Law Examiners

Corporate Plaza Building 3254 Washington Avenue ExtensionAlbany, NY 12203-5195Phone (518) 453-5990 | * Sobre membretado
* Con sello de la FLDM en la solapa
* Cerrado
 |
| **4. FedEx International Priority®** |
| 1. Enviarse directamente de la FLDM a:

New York State Board of Law ExaminersCorporate Plaza Building 3254 Washington Avenue ExtensionAlbany, NY 12203-5195Phone (518) 453-5990 | * No puede entregarse al exalumno
 |

**Costo Aproximado**

**(pregunta en Tesorería por el costo actual)**

Paquete de Documentos para la Barra de Nueva York $3,500.00 MXP

Que incluye:

* Certificado Oficial para la Barra de NY
* Proof of fulfillment of the educational requirements for admission to the practice of law in Mexico
* FedEx International Priority®, de Santa Catarina a Albany