

Instructions to Applicants for Certification as Legal Interns

Frequently Asked Questions

In order to determine whether you are eligible to receive a legal intern certificate, you should read **Rule II of the Supreme Court Rules for the Government of the Bar**.

If you wish to apply for a legal intern certificate, you must submit all of the following:


1. a **Certificate of Educational Requirements for Limited Practice as Legal Intern** completed and signed by the dean of the law school in which you are enrolled, certifying (a) that you satisfy Sections 2(A) and (B) of Gov. Bar R. II and (b) that the dean does not have knowledge of any information that would cause the dean to doubt your character, fitness, and moral qualifications to practice law;
2. a **Certificate of Supervising Attorney** completed and signed by your supervising attorney, certifying that your supervising attorney will perform all duties required pursuant to Gov. Bar R. II, Section 7;
3. a properly executed **Oath of Legal Intern** in which you swear or affirm that you have read and agree to be bound by Gov. Bar R. II, Gov. Bar R. IV, and the Ohio Rules of Professional Conduct as adopted by the Supreme Court; and
4. a fee of \$25, by **certified check or money order** made payable to the Supreme Court of Ohio.

All forms needed for completion of Items 1-3 are available online. The information you provide on the forms must be typed.

Upon receipt of a complete request for a legal intern certificate, your request will be processed and, if all eligibility requirements are met, a legal intern certificate will be issued to you. The legal intern certificate will be mailed directly to you.

If you have any questions regarding certification as a legal intern or any provisions of Rule II, contact the **Office of Bar Admissions** of the Supreme Court of Ohio at 614.387.9340. Applications for legal intern certificates and any additional supervising attorney certificates should be mailed to the following address:

Office of Bar Admissions
Supreme Court of Ohio
65 South Front Street, 5th Floor
Columbus, Ohio 43215-3431

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BEFORE THE SUPREME COURT OF OHIO

In the Matter of the Application of

_____ to be Certified as a Legal Intern, pursuant to Rule II of the Supreme Court Rules for the Government of the Bar

Certificate of Educational Requirements for Limited Practice as Legal Intern

I certify that _____, an applicant for a legal intern certificate pursuant to Rule II of the Supreme Court Rules for the Government of the Bar of Ohio, is enrolled in this law school and has satisfactorily completed and received credit for work representing at least two-thirds of the total hourly credits required for graduation, and that the applicant has met all academic and ethical standards of this law school.

I further certify that I do not have knowledge of any information regarding the applicant that would cause me to doubt such applicant's character, fitness, and moral qualifications to practice law.

I further certify that the Ohio Bar Examination to be held in the month of _____, 20_____, is the first bar examination for which the applicant is eligible.

Name of Dean

Signature of Dean

Name of Law School

Date

BEFORE THE SUPREME COURT OF OHIO

In the Matter of the Application of

**Certificate of
Supervising Attorney**

_____ to be Certified as a Legal Intern,
pursuant to Rule II of the Supreme Court
Rules for the Government of the Bar

(CHECK ONE)
an applicant for

OR

I certify that _____, a holder of
(First) (Middle) (Last)

a legal intern certificate pursuant to Rule II of the Supreme Court Rules for the Government of the Bar of Ohio, will be acting under my supervision as a legal intern.

I further certify that I understand the duties required of a supervising attorney pursuant to Section 7 of Rule II of the Supreme Court Rules for the Government of the Bar of Ohio and will assume full responsibility for fulfilling those duties.

Name of Supervisor/Attorney Reg. Number

Signature of Supervisor

Name of Employer

Date

BEFORE THE SUPREME COURT OF OHIO

State of _____

ss:

*OATH OF
LEGAL INTERN*

County of _____

“I, _____, do solemnly swear or affirm that I have read and am familiar with Rule IV of the Supreme Court Rules for the Government of the Bar of Ohio, including the Ohio Rules of Professional Conduct as adopted by the Supreme Court, as well as Rule II of the Rules for the Government of the Bar of Ohio. I understand that, as a legal intern, I am bound by the precepts therein contained as fully as if I were admitted to the practice of law in Ohio. I accept the privileges granted to me as well as the responsibilities which will devolve upon me as a legal intern, so that I may be useful in the service of justice as well as in my preparation to assume the greater responsibility as a member of the bar of the State of Ohio. [So help me God.]”

Signature of Legal Intern

Sworn to or affirmed before me and subscribed in my presence this _____ day
of _____, 20_____.

Notary Public

Mailing Address of Legal Intern

City, State, Zip Code

Telephone Number of Legal Intern

Email Address of Legal Intern