

Washtenaw County's Admission to State Bar of Michigan Procedure*

Contact Central Assignment (734) 222-3383 and ask for a date with a judge for admission to the State Bar of Michigan. Once you have that date you must send** or drop off in person the following list of items to:

Washtenaw County Circuit Court
Court Services
101 East Huron Street, Suite 1108
Ann Arbor, MI 48104

Questions about any of the items on the list below should be directed to the Court Clerk-Court Services at 734-222-3001.

1. Letter of Recommendation from the State Board of Law Examiners (It needs to be the original. If you want to keep a copy for your records, you may want to make one before you turn in your original.)
2. \$25.00 check payable to the Washtenaw County Clerk
3. Name of your sponsor (attorney licensed to practice in the state of Michigan)
Your sponsor must attend your admission ceremony to move for your admission to the State Bar of Michigan.
4. Date, time and judge that will perform the swearing in
5. Your mailing address for the roll book and for the certificate that will be mailed to you

The Court Clerk-Court Services must have the above items at least 2 business days prior to your admission ceremony!

*This process usually takes two to three weeks.

**Allow 7-10 days for delivery through the United States Postal Service.

Family members are welcome to bring a camera for the event. Be sure to tell security that you are here for the admission ceremony.