



Republic of the Philippines
Supreme Court
Manila

2020/21 BAR EXAMINATIONS APPLICATION PROCESS
Frequently Asked Questions

Who may apply to take the Bar Examinations?¹

All prospective bar applicants must be:

- 1) Filipino citizens;
- 2) At least 21 years old;
- 3) Of good moral character; and
- 4) Residents of the Philippines.

They shall:

- 1) Have no charge involving moral turpitude filed against them or pending in any court in the Philippines;
- 2) Satisfactorily show that they have successfully completed all the prescribed courses for the degree of Bachelor of Laws or its equivalent degree, in a law school or university officially recognized by the Philippine Government or by the proper authority in the foreign jurisdiction where the degree has been granted.

If the applicant obtained the Bachelor of Laws degree in this jurisdiction, they shall have satisfactorily completed the following course in a law school or university duly recognized by the government: Civil Law, Commercial Law, Remedial Law, Criminal Law, Public and Private International Law, Political Law, Labor and Social Legislation, Medical Jurisprudence, Taxation and Legal Ethics.

If the applicant is a Filipino citizen who graduated from a foreign law school, they shall submit to the Supreme Court certifications showing:

¹ Pursuant to Sections 2, 5, and 6 of Rule 138 of the Rules of Court, as amended by Bar Matter No. 1153, March 9, 2010.

- (a) completion of all courses leading to the degree of Bachelor of Laws or its equivalent degree;
 - (b) recognition or accreditation of the law school by the proper authority; and
 - (c) completion of all the fourth year subjects in the Bachelor of Laws academic program in a law school duly recognized by the Philippine Government.
- 3) Present a certificate issued by the proper government agency that, before commencing the study of law, they pursued and satisfactorily completed in an authorized and recognized university or college, requiring for admission thereto the completion of a four-year high school course, the course of study prescribed therein for a bachelor's degree in arts or sciences.

A Filipino citizen who completed and obtained their Bachelor of Laws degree or its equivalent in a foreign law school must present proof of having completed a separate bachelor's degree course.

When will the bar application process begin?

All applicants may start applying for the November 2021 Bar Examinations beginning July 15, 2021.

Please be advised that technical glitches and other errors may occur, though several troubleshooting measures may be applied. Applicants will experience fewer technical errors starting July 26, 2021.

How do I submit my bar application?

All applications for the November 2021 Bar Examinations shall be submitted **online**, through the **Bar Personal Login Unified System (Bar PLUS)**, which may be accessed through the link found at the bottom of this document. **Applicants are required to read these FAQs IN FULL before visiting the site.**

What does the bar application process entail?

The bar application process in Bar PLUS has the following steps:

1. Registration of Bar PLUS account
2. Completion of bar application and submission of petition and required documents
3. Payment of bar application fee
4. Document verification and processing of bar applications
5. Approval or disapproval of bar applications
6. Assignment of examinations venue
7. Issuance of Notice of Admission and Bar Permit, Undertaking, and Honor Code.

What do I need to register in Bar PLUS?

Prior to registering in Bar PLUS, applicants are required to read these FAQs IN FULL.

Registration requires a valid email address.

During registration or in filling out the required information, applicants shall use their complete first name, middle name, and surname as these appear on their birth certificate. They can no longer change their registered name after creating their accounts.

Confidential and personal information will be sent through the registered email address. It is highly recommended that only the bar applicant shall have access to the email address and Bar PLUS account password.

An applicant should register only one account in Bar PLUS.

Applicants should also ensure that the following email addresses are whitelisted in their registered e-mail address accounts:

noreply.barexams.sc@judiciary.gov.ph
noreply.2021bar.sc@judiciary.gov.ph
obc.helpdesk.sc@judiciary.gov.ph
scplis.notification@gmail.com

They must likewise mark all emails from these email addresses as Not Spam or Junk.

Applicants whose registered email address have not received any email notifications from Bar PLUS within 72 hours of registration may contact the Office of the Bar Confidant Helpdesk at obc.helpdesk.sc@judiciary.gov.ph.

What do I do once I have registered in Bar PLUS?

Upon logging in using their registered email address, the applicant shall be directed to the Application Page, where they will select what type of applicant they are (*e.g.* new applicant, repeater, refresher, etc.). They shall then be required to fill in their personal information, educational attainment, and contact information.

Bar PLUS will contain instructions on how to proceed with the filing of verified petitions and the submission of the required documents.

Applicants are encouraged to click the refresh button first in case they encounter problems with accessing the site or filling in the required fields.

What are the documentary requirements to be submitted for my bar application?

All applicants shall submit a verified Petition to Take the 2021 Bar Examinations in the form prescribed by the Supreme Court. Any alteration, revision, or deletion in any of the provisions in the verified Petition is strictly prohibited and may be a ground for disqualification from taking the Bar Examinations.

In addition to the verified Petition, applicants must submit the following ORIGINAL documents, unless otherwise provided:²

<i>Applicant Type</i>	<i>Additional Documentary Requirements</i>
New Applicant	<p>1) Birth Certificate issued by the Philippine Statistics Authority (PSA).</p> <p>In cases where the PSA copy is not legible, applicants must, in addition to the non-legible PSA copy, attach their legible Birth Certificate issued by the Local Civil Registrar.</p> <p>In cases where the applicant has no record of birth with the PSA, they must, in the meantime, submit their Birth Certificate issued by the Local Civil Registrar. Applicants will be given until January 31 of the following year within which to submit the PSA copy of their Birth Certificate.</p> <p>In cases where the applicant has no record of birth with the PSA and the Local Civil Registrar, they must, in the meantime, submit their:</p> <ol style="list-style-type: none"> a. Negative Results Certification issued by the PSA; and b. Affidavit for Delayed Registration executed by the applicant’s father, mother, or guardian explaining the reason/s therefor. <p>Applicants will be given until January 31 of the following year within which to submit the PSA copy of their Birth Certificate.</p> <p>In cases where there are erroneous entries in the Birth Certificate, the applicant must submit their corrected Birth Certificate issued by the PSA.</p> <p>For applicants born abroad, they must submit their:</p> <ol style="list-style-type: none"> a. Foreign Birth Certificate <ol style="list-style-type: none"> - In cases where the foreign Birth Certificate is not written in English, the applicant must submit an official English translation duly notarized and authenticated in the country of birth; and b. Report of Birth issued by the PSA <p>For applicants who acquired Philippine citizenship through naturalization or other means, they must submit original copies of their:</p>

² The list of requirements may also be found in: <https://sc.judiciary.gov.ph/bar-2020/>.

	<p>a. Birth Certificate issued by the PSA or foreign Birth Certificate, whichever is applicable; and</p> <p>b. Other pertinent documents relating to their acquisition of Philippine citizenship.</p> <p>2) Marriage Contract issued by the PSA or Local Civil Registrar - for married female applicants only.</p> <p>3) Testimonial of Good Moral Character executed by two different members of the Philippine Bar who are not related to the applicant by consanguinity or affinity within the fourth civil degree. The person executing the document should be a member of the Philippine Bar for at least three years and must have known the applicant for at least one year.</p> <p>4) Official Pre-Law Degree Transcript of Records (TOR) - original copy or certified true copy by the law school/university where applicant graduated from</p> <p>i. In cases where the Rizal course is integrated with another subject, the applicants must submit a certification from their school/university to this effect.</p> <p>ii. In cases where the TOR is not written in English, the applicants must submit, in addition to the TOR, an official English translation by the issuing school/university.</p> <p>iii. For graduates under the Expanded Tertiary Education Equivalency and Accreditation Program (ETEEAP), the applicants must also submit a certification issued by the School Registrar stating that they earned their bachelor's degree under the ETEEAP.</p> <p>4) Official Law Degree Transcript of Records indicating the date of graduation.</p> <p>For foreign law graduates, they must also submit the following documents:³</p> <p>a. Completion of all courses leading to the degree of Bachelor of Laws or its equivalent degree;</p> <p>b. Recognition or accreditation of the law school by the proper authority; and</p> <p>c. Completion of all fourth year subjects in the Bachelor of Laws academic program in a law school duly recognized by the Philippine Government.</p> <p>6) Notarized Certification issued by the School Registrar and duly noted by the Law Dean attesting that the applicant graduated from a four-year law course and that their name is included in the Legal Education Board (LEB) Certification.⁴</p> <p>7) Certificate of No Derogatory Record duly signed by the Law Dean.</p> <p>8) Un-retouched photo (1 ½ in. x 1 ½ in.) against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial) taken within six months prior to submission (to be attached to the verified Petition)</p>
Repeater ⁵	<p>1) Testimonial of Good Moral Character executed by two different members of the Philippine Bar who are not related to the applicant by consanguinity or affinity within the fourth civil degree. The person executing the document should be a</p>

³ Per Bar Matter No. 1153 (Re: Letter of Atty. Estelito P. Mendoza Proposing Reforms in the Bar Examinations Through Amendments to Rule 138 of the Rules of Court).

⁴ Per Legal Education Board Resolution No. 2012-06.

⁵ Those who failed the Bar Examinations once or twice.

	<p>member of the Philippine Bar for at least three years and must have known the applicant for at least one year.</p> <p>2) Un-retouched photo (1 ½ in. x 1 ½ in.) against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial) taken within six months prior to submission (to be attached to the verified Petition)</p>
Refresher ⁶	<p>1) Testimonial of Good Moral Character executed by two different members of the Philippine Bar who are not related to the applicant by consanguinity or affinity within the fourth civil degree. The person executing the document should be a member of the Philippine Bar for at least three years and must have known the applicant for at least one year.</p> <p>2) Completion of Refresher Course⁷</p> <p>a. Notarized Certifications by each professor that the applicant passed the following subjects and indicating therein the grades obtained:</p> <ul style="list-style-type: none"> • Political/Constitutional Law Review; • Labor Law Review; • Civil Law Review I; • Civil Law Review II; • Taxation Law Review; • Commercial Law Review; • Criminal Law Review; • Remedial Law Review I; and • Remedial Law Review II. <p>b. Notarized Certification issued by School Registrar and duly noted by the Law Dean, or Certifications under oath by the Law Dean or School Registrar, stating that the professors mentioned are <i>bona fide</i> professors of the law school/university where the refresher course was taken.</p> <p>3) Notarized Certification issued by the School Registrar that the applicant is currently enrolled in and is regularly attending the Pre-Bar Review Course.</p> <p>4) Notarized Certification issued by the School Registrar that the applicant completed the Pre-Bar Review Course (to be submitted after completion of the course).</p> <p>5) Un-retouched photo (1 ½ in. x 1 ½ in.) against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial) taken within six months prior to submission (to be attached to the verified Petition)</p>
New Applicant/ Repeater/	If the new applicant, repeater, or refresher has pending or decided cases filed against them, they shall submit the following additional documents:

⁶ Covered by Rule 138, Section 16 of the Rules of Court or those who failed the Bar Examinations for three or more times

⁷ Bar Matter No. 3454 (Re: Letter of Dean Emerson B. Aquende, Chairperson, Legal Education Board, Relative to the Rule on Refresher Course) – the Court resolved, upon the recommendation of the Office of the Bar Confidant, to ADOPT the following recommendations of Dean Emerson B. Aquende, Chairperson of the Legal Education Board, to take effect in the 2019 Bar Examinations, to wit:

i. Those required to take the fourth year refresher course shall be required to complete the same within a maximum period of two (2) years beginning their initial enrollment; and

ii. Those who have completed the fourth year refresher course shall be given a maximum of three (3) years within which to take the Bar examinations.

<p>Refresher (with cases)</p>	<p>Pending Cases In cases where the applicant has a case of whatever nature pending before any jurisdiction that was filed against them, they must submit the following: a. Complaint/Information (original or certified true copy of the court, prosecutor’s office, or agency concerned); and b. Certification as to the status of the case.</p> <p>Decided Cases In cases where the applicant has a case of whatever nature decided before any jurisdiction that was filed against them, they must submit the following: a. Judgment/Decision/Order/Resolution, whichever is applicable (original or certified true copy of the court, prosecutor’s office, or agency concerned); b. Entry of Judgment/Certificate of Finality, whichever is applicable; and c. Clearance from the court, prosecutor’s office, or agency concerned.</p>
<p>Re-Applicant⁸</p>	<p>New or Repeater Re-Applicant (without case/s)</p> <p>1) Testimonial of Good Moral Character executed by two different members of the Philippine Bar who are not related to the applicant by consanguinity or affinity within the fourth civil degree. The person executing the document should be a member of the Philippine Bar for at least three years and must have known the applicant for at least one year.</p> <p>2) Un-retouched photo (1 ½ in. x 1 ½ in.) against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial) taken within six months prior to submission (to be attached to the verified Petition)</p>
<p>Refresher re-applicant (without case/s)</p>	<p>1) Testimonial of Good Moral Character executed by two different members of the Philippine Bar who are not related to the applicant by consanguinity or affinity within the fourth civil degree. The person executing the document should be a member of the Philippine Bar for at least three years and must have known the applicant for at least one year.</p> <p>2) Completion of Refresher Course (If not yet submitted in previous application and B.M. No. 3454 compliant)</p> <p>a. Notarized Certifications by each professor that the applicant passed the following subjects and indicating therein the grades obtained:</p> <ul style="list-style-type: none"> • Political/Constitutional Law Review; • Labor Law Review; • Civil Law Review I; • Civil Law Review II; • Taxation Law Review; • Commercial Law Review; • Criminal Law Review; • Remedial Law Review I; and • Remedial Law Review II.

⁸ Re-applicants are New/Repeater/Refresher applicants who: (1) in writing, addressed to the Office of the Bar Confidant, decide to withdraw their Petition to Take the Bar Examinations before the first day of the examinations; and/or (2) fail to appear during the first day of the examinations and take any of the examinations in all eight subjects.

		<p>b. Notarized Certification issued by the School Registrar and duly noted by the Law Dean, or Certifications under oath by the Law Dean or School Registrar, stating that the professors mentioned are <i>bona fide</i> professors of the law school/ university where the refresher course was taken.</p> <p>3) Notarized Certification issued by the School Registrar that the applicant is currently enrolled in and is regularly attending the Pre-Bar Review Course.</p> <p>4) Notarized Certification issued by the School Registrar that the applicant completed the Pre-Bar Review Course (to be submitted after completion of the course).</p> <p>5) Un-retouched photo (1 ½ in. x 1 ½ in.) against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial) taken within six months prior to submission (to be attached to the verified Petition).</p>
	<p>New, Repeater, Refresher re-applicant (with case/s)</p>	<p>Pending Cases In cases where the applicant has a case of whatever nature pending before any jurisdiction that was filed against them, they must submit the following:</p> <ol style="list-style-type: none"> a. Complaint/Information (original or certified true copy of the court, prosecutor’s office, or agency concerned); and b. Certification as to the status of the case. <p>Decided Cases In cases where the applicant has a case of whatever nature decided before any jurisdiction that was filed against them, they must submit the following:</p> <ol style="list-style-type: none"> 1) Judgment/Decision/Order/Resolution, whichever is applicable (original or certified true copy of the court, prosecutor’s office, or agency concerned); 2) Entry of Judgment/Certificate of Finality, whichever is applicable; and 3) Clearance from the court, prosecutor’s office, or agency concerned.

All documents shall be submitted in both scanned/digital and physical formats.

The verified Petition and the templates for the required documents may be downloaded from Bar PLUS and the Supreme Court microsite for the 2021 Bar Examinations at <https://sc.judiciary.gov.ph/bar-2020/>.

Applicants shall be liable for the documents and information provided in their applications, and must strictly comply with all the requirements. Any application found to contain false information may be cancelled at any stage.

Applicants who: (1) enter false information in their applications; or (2) fail to comply with any of the requirements will not be allowed to take their lawyer’s oath and sign the roll of attorneys upon passing the Bar Examinations.

There is a conflict between what is stated in Bar PLUS and the issuances in the Supreme Court microsite for the 2021 Bar Examinations and the FAQs. What is controlling?

In case of conflict between what is stated in Bar PLUS and the issuances in the Supreme Court microsite for the Bar Examinations and the FAQs, the issuances in the Supreme Court microsite and the FAQs shall be controlling.

In case of doubt, applicants shall refer to the issuances in the Supreme Court microsite for the 2021 Bar Examinations and the answers to these FAQs.

Is there a prescribed format for the documents I will upload?

The verified Petition to Take the 2021 Bar Examinations and the Testimonial of Good Moral Character must be in a legal size paper. Each of the submitted documents must be readable, scanned with at least 300 dpi resolution and saved in PDF format. The scanned documents must approximate the dimensions of the physical documents and must be in the same color as the original paper document. The maximum file size per PDF is 7 MB.

The submission of files that are found to be technologically malicious may disqualify the applicant involved and result in disciplinary and criminal sanctions.

The photo must be un-retouched, size 1½ in. x 1½ in., against a white background with name IMPRINTED thereon (in the format: Surname, Given Name, Middle Initial), taken within six months prior to submission, and uploaded in Bar PLUS **AND** attached to the verified Petition.

The photo to be uploaded must be in .JPG format, with a maximum file size of 250 KB.

What do I do if a button or data field is not working?

If applicants are unable to click an option or edit a data field, or a page freezes while using Bar PLUS, it is recommended that they first refresh the page and attempt to access it again before contacting the Office of the Bar Confidant Helpdesk.

May I save my bar application while I am still completing my required documents?

No. Applicants cannot save their applications unless all required documents have been uploaded. Thus, it is recommended that applicants first complete the required documents before uploading them in Bar PLUS.

What do I do after I have uploaded the required documents?

After uploading the required documents and finalizing their application, applicants will be directed to the Payment Page. An automated email notification will be sent to the applicants' registered email address to confirm the receipt of their application and to provide their Application Reference Number.

Applicants are expected to check their email inboxes and spam or junk folders for any email notifications from the Supreme Court.

Once the application has been finalized, applicants can no longer revise what is stated in their application or change the documents they have uploaded. They are thus advised to ensure that all information and uploaded documents are accurate and correct before finalizing their application.

All bar applicants shall submit to the Office of the Bar Confidant the physical, original copies of the verified Petition and the required documents on or before January 31, 2022.

How do I submit the physical copies of the verified Petition and the required documents to the Office of the Bar Confidant?

For health and safety reasons, document submissions shall be through registered mail or any courier service. Document drop-offs may also be made in the Office of the Bar Confidant drop box at the Supreme Court of the Philippines-Padre Faura Main Gate. No person shall be admitted to the Supreme Court premises for personal submission of documents until further notice.

Applicants opting to mail the required documents shall send them to the following address:

Office of the Bar Confidant
Supreme Court of the Philippines
Padre Faura St., Ermita,
Manila, Philippines 1000

The documents shall be placed in a long brown envelope, sealed by masking tape. On the left bottom corner of the envelope, indicate the following details:

Subject: Bar Application Documents

Bar Applicant Surname and Initials: [e.g. Dela Cruz, J.A.]

Bar Application Reference No.: [e.g. 1234567890123456]

No acknowledgement receipt shall be issued to applicants choosing to drop off the documents in the Office of the Bar Confidant drop box.

All submissions shall be made individually. **Joint submissions of more than one applicant shall not be accepted.**

How much is the fee to apply for the Bar Examinations?

The Bar application fee for **ALL** applicants, whether new, repeater, refresher, or re-applicant, is ₱10,000.00.⁹

How do I pay for the bar application fee?

The bar application fee may be paid through any of the following options:

- 1) Over-the-counter deposit with the Landbank of the Philippines (Landbank);
- 2) Online payment through Bar PLUS; or
- 3) Cash payment through Landbank payment channel partners:
 - 7-Eleven
 - EC Pay
 - Bayad Center
 - Bayad Express
 - Robinsons Business Center
 - SM Business Center
 - Cebuana Lhuillier
 - Palawan Pawnshop
 - RC Pawnshop
 - LBC
 - DAS Outlets
 - Pay & Go
 - Posible
 - RuralNet

Bar application fees may be paid through over-the-counter deposits starting **July 15, 2021**.

Online payments and cash payments through Landbank channel partners may be made beginning **July 26, 2021**.

All payments shall be made individually. **Joint payments of more than one applicant shall not be accepted.**

Payments through other modalities may be announced and made available later.

⁹ This amount shall be exclusive of transaction fees and other charges that may be incurred by the applicant in paying for the bar application fee via any of the recognized payment options.

What is the payment process for over-the-counter deposits with Landbank?

Applicants who shall pay for the bar application fee through an over-the-counter deposit in Landbank shall observe the following payment process:

- 1) Deposit the required amount IN CASH at any Landbank branch to the following account:

**Account Name: BAR FEES
Account Number: 3472-1010-20**

All over-the-counter deposits of the bar application fee shall be paid to this account ONLY. Payments made to any other Supreme Court bank account shall not be recognized.

- 2) Fill in the required details in the Payment Page of Bar PLUS and upload the scanned image copy of the deposit slip to Bar PLUS.

The following details shall also be indicated on the deposit slip:

- Name of Applicant (indicated above the Depositor/Representative portion of the cash deposit slip)
- Application Reference Number (as indicated in the email notification from Bar PLUS after the submission of the verified petition and required documents)
- Contact Number

Below is a scanned copy of a sample deposit slip:

CASH DEPOSIT SLIP	Bar Applicant Name: Ian Dela Cruz Bar Application Reference No.: 9876543210123456	
	CASH DEPOSIT SLIP LANDBANK	
	For transactions amounting to more than P500,000.00, please indicate source of fund.	ACCOUNT NAME BAR FEES
		DATE July 15, 2021
		ACCOUNT NUMBER 3472101020
		BRANCH OF ACCOUNT (for interbranch deposit) LBP SC
		Check one (1) applicable box below. Please use separate deposit slip for each type of currency. <input checked="" type="checkbox"/> PESO <input type="checkbox"/> JPY <input type="checkbox"/> Others: _____ <input type="checkbox"/> EURO <input type="checkbox"/> US \$
	DEPOSITOR / REPRESENTATIVE (Signature over printed name) ian Dela Cruz	TOTAL DEPOSIT (in words) Ten Thousand Pesos Only
	CONTACT NUMBER: 09001234567	(in figures) ₱10,000.00
	Teller's Validatpp 0700 CASH	Please accomplish details of deposit at the back. 2ABI 15JUL2021 11:23:03 347-210-1020 BAR FEES P10,000.00

THIS DEPOSIT IS SUBJECT TO THE TERMS AND CONDITIONS COVERING THIS ACCOUNT. REVISED OCTOBER 2018

- 3) Mail the original physical copy of the ORIGINAL deposit slip to the Office of the Bar Confidant by **September 15, 2021**.

The applicant shall be issued an official receipt, which shall be mailed to the applicant by the Office of the Bar Confidant.

How do I submit the original physical copy of the deposit slip to the Office of the Bar Confidant?

For health and safety reasons, deposit slip submissions shall be through registered mail or any courier service. Document drop-offs may also be made in the Office of the Bar Confidant drop box at the Supreme Court of the Philippines-Padre Faura Main Gate. No person shall be admitted to the Supreme Court premises for personal submission of the deposit slip until further notice.

Applicants opting to mail the deposit slip shall send it to the following address:

Office of the Bar Confidant
Supreme Court of the Philippines
Padre Faura St., Ermita,
Manila, Philippines 1000

The deposit slip shall be placed in a short white envelope, sealed by masking tape. On the leftmost bottom corner of the envelope, indicate the following details:

Subject: Bar Application Deposit Slip

Bar Applicant Surname and Initials: [e.g. Dela Cruz, J.A.]

Bar Application Reference No.: [e.g. 1234567890123456]

No acknowledgement receipt shall be issued to applicants choosing to drop off the deposit slip in the Office of the Bar Confidant drop box.

All submissions of the deposit slip shall be made individually. **Joint submissions of more than one applicant shall not be accepted.**

May I submit to the Office of the Bar Confidant the original physical copies of the deposit slip and the required documents together?

Yes. Applicants may submit the original physical copy of the deposit slip with the original physical copies of the required documents. However, should the applicant elect to do so, the deadline for the submission of the deposit slip, which is September 15, 2021, shall be controlling.

The applicant shall place the short white envelope containing the original deposit slip inside the large brown envelope containing the required documents. They shall likewise indicate the following information on the large brown envelope:

Subject: Bar Application Documents AND Deposit Slip

Bar Applicant Surname and Initials: [e.g. Dela Cruz, J.A.]

Bar Application Reference No.: [e.g. 1234567890123456]

How do I pay for my bar application fee online or through Landbank payment channel partners?

When the Online Payment option is selected in Bar PLUS, the applicant will be redirected to the Landbank Link.BizPortal where they will be given instructions on how to complete their online payment or their payment through Landbank payment channel partners.

Online payments and payments through Landbank payment channel partners may be made beginning July 26, 2021.

What if I failed to pay for my bar application fee?

Any account with an unpaid application will be purged from the system after September 15, 2021. The application will be deemed as not filed.

What are grounds for the denial of my bar application?

The bar application will not be accepted if:

- 1) The applicant is not qualified to take the Bar;
- 2) The application is filed beyond the deadline; and
- 3) The applicant did not submit all the required documents or pay the bar application fee.

Is the bar application fee refundable?

The bar application fee is non-refundable. Only payments made in excess of ₱10,000.00 or erroneous payments may be refunded to the applicant.

How will I know if my application was successful?

The application shall be deemed filed and completed upon payment of the bar application fee. Applicants will receive an email notification confirming their payment.

Thereafter, all submitted applications shall be verified and processed for approval or denial. The Office of the Bar Confidant will release the list of bar candidates who are unconditionally or conditionally admitted by the Supreme Court *En Banc* to take the November 2021 Bar Examinations. The list shall be uploaded in the Supreme Court website. Those whose applications were denied will be issued a Notice of Denial.

Any notifications or concerns with any application shall be sent to the applicant's registered email address. Applicants may also check the status of their application in the Bar PLUS Applicant Dashboard.

What should I do once my application has been admitted by the Supreme Court En Banc?

All admitted bar candidates shall receive instructions, in Bar PLUS and via email, for:

1. Selection and assignment of their exam venue; and
2. Registration for the computer-based testing system for the November 2021 Bar Examinations.

How will my exam venue be determined?

Admitted bar candidates shall select their first and second choices for their exam venue in Bar PLUS. A separate module will be made available for exam venue selections.

Bar candidates shall then be assigned to their exam venue after considering their first two choices and the number of slots available in these two venues. Should no more slots be available to the bar candidate in their chosen examination venues, they shall be matched to the examination venue nearest their residence, based on the **mailing address** they provided in Bar PLUS. If no examination venue is still assigned to the applicant, Bar PLUS shall match them to an examination venue nearest their law school.

The selections shall not be on a first-come, first-served basis. The venue choices of bar candidates located in remote areas will be prioritized.

The assigned testing site for each applicant shall be **final**.

What do I do once I am assigned to an examination venue?

At the final stage of the application process, Bar PLUS will issue the applicants' Notice of Admission and Bar Permit, Undertaking, and Honor Code which shall contain their testing site, and building and room assignments.

Bar candidates shall download and print from Bar PLUS, in legal size paper, their respective Notices of Admission and Bar Permits, Undertaking, and Honor Code. These documents should be printed in color.

Bar candidates shall also ensure they have complied with the requirements for the computer-based testing system for the November 2021 Bar Examinations.

Bar candidates shall not be allowed to take the Bar Examinations without completing all these requirements.

Should I reprint my Bar Permit for every week of the Bar Examinations?

No. The Notice of Admission and Bar Permit, Undertaking, and Honor Code shall be valid for all the four Sundays of the Bar Examinations. There is no need to reprint every week.

When is the deadline for filing an application to take the November 2021 Bar Examinations?

The deadline for filing the verified Petition to take the 2021 Bar Examinations will be on September 15, 2021, without further extension.

What is the recommended web browser for Bar PLUS?

Bar PLUS is best accessed through Google Chrome 87+ or Mozilla Firefox 80+, Microsoft Edge 87+, or any higher version. Applicants using Safari may encounter difficulties accessing the site.

Is there an option to take the November 2021 Bar Examinations in the traditional mode of handwritten examinations?

As a general rule, all examinees are obliged to take the November 2021 Bar Examinations digitally. However, for justifiable reasons, the Supreme Court *En Banc* may grant a formal written request to take a handwritten examination in a Court-designated venue in Metro Manila. No other local testing center will be available for handwritten examinations.

The formal written request shall be addressed to the Supreme Court, through the Office of the Bar Confidant, and emailed to obc.helpdesk.sc@judiciary.gov.ph.

The email shall have for its subject: “Request for Handwritten Bar Examination – Bar Examinee No. [insert Examinee Number]”.

The body of the email shall contain the following details:

- Name of applicant
- Bar examinee number
- Contact number
- E-mail address

The applicant shall attach their letter request and supporting documents to the email. A template of the letter request shall be made available on the Supreme Court microsite for the 2021 Bar Examinations.

The applicant may submit this formal written request upon payment of the bar application fee. The deadline to submit this formal written request shall be on September 15, 2021, without extension.

Applicants approved to take handwritten examinations shall be automatically assigned to the Court-designated venue.

Where may I access Bar PLUS to submit my bar application?

Bar PLUS may be accessed through the following link: <https://lis.judiciary.gov.ph/scp#>.

Who do I contact should I encounter any difficulties or have any questions regarding my bar application?

Queries regarding Bar PLUS or the application process may be addressed to the Office of the Bar Confidant Helpdesk.

Hotlines:

(02) 85529690

(02) 85529619

(02) 85529642

Email address: obc.helpdesk.sc@judiciary.gov.ph

Queries will be answered on the following days:

Mondays to Fridays from 8:00 a.m. to 4:30 p.m.

Saturdays, Sundays, and Holidays from 8:00 a.m. to 4:00 p.m.