



Maryland State Bar Association, Inc.

MANDATORY COURSE ON PROFESSIONALISM

COURSE DATES:

Friday, November 20, 2009
Saturday, November 21, 2009
Friday, December 4, 2009
Saturday, December 5, 2009

IF YOU ARE NOT SURE OF YOUR **ASSIGNED** COURSE DATE, PLEASE SEND AN E-MAIL FOR CONFIRMATION TO:

ATurner@msba.org

LOCATION:

Maritime Institute of Technology

*5700 Hammonds Ferry Road or 692 Maritime Boulevard
Building #3
Linthicum Heights, MD 21090

*Two entrances

Directions: <http://www.mitags.org/t-directions.aspx>

Packet Includes:

- ◆ Fees, Attire and Course Overview
- ◆ ADA/Date Switch/Waiver Forms
- ◆ Deferral Form
- ◆ Frequently Asked Questions

**DO NOT WAIT FOR YOUR BAR RESULTS TO FILE FOR A WAIVER,
DEFERRAL OR DATE SWITCH.**



In case of inclement weather:

www.msba.org

443.703.3077

August, 2009

Dear Bar Examination Applicant:

All new admittees to the Maryland Bar are required under Maryland Bar admission Rule 11 to complete a one day course in Professionalism prior to admission to practice.

If you pass the bar you will be assigned to the program on the Fall Courses are slated for:

Friday, November 20, 2009
Saturday, November 21, 2009
Friday, December 4, 2009
Saturday, December 5, 2009

Maritime Institute of Technology
5700 Hammonds Ferry Road or 692 Maritime Blvd.
Building #3
Linthicum Heights, MD 21090

You must attend the course on your assigned date!!!! If you can not locate your date from your previous mailing, please send an e-mail to ATurner@msba.org

Registration for the course will begin at 8:30 a.m. and the program will end at approximately 1:00 p.m. A \$65.00 fee will be due and payable on the day of the course. Coffee, tea and danishes/donuts will be available at sign-in. Please note that you must wear courtroom/business attire. Men must wear a suit and tie. Women must wear formal courtroom/business attire. Those persons wearing jeans, sweat-suits, polo shirts, sandals, khakis, etc. will be directed to leave and return dressed appropriately.

A request for deferment may only be filed with the Court of Appeals in accordance with Rule 11 of the Rules Governing Admission to the Bar and only by using the attached form. The form must be **filed with the Court of Appeals no later than Friday, November 6, 2009**. Filing for a deferment does not automatically excuse you from the course. In the absence of written notification from a Judge on the Court of Appeals of a deferral you will be expected to attend and complete the course. Requests must be made in writing on the enclosed form with a full explanation and with any supporting documentation, no later than **Friday, November 6, 2009**.

Requests for a date switch must be made in writing on the date switch form with a full explanation and with any supporting documentation, no later than **Friday, November 6, 2009** and forwarded to the Maryland State Bar Association, Attention: Wanda A. Claiborne, 520 West Fayette Street, Baltimore, MD 21201.

Out of state attorneys also may apply for a waiver of the course, by providing information on the attached form that they took a professionalism course given in another state (this does not include courses taken in law school or the MPRE). Filing for a waiver does not automatically excuse you from the course. In the absence of written notification from the Maryland State Bar Association (MSBA) of a waiver you will be expected to attend and complete the course. The waiver form and supporting documentation (proof of attendance and course outline) must be filed with the MSBA no later than **Friday, November 6, 2009**. For more information, please read the attached Frequently Asked Questions sheet.

If you need general information or have questions pertaining to a date switch or a waiver, please contact Wanda A. Claiborne at (410) 685-7878 or (800) 492-1964 ext. 3022 or via e-mail: wclaiborne@msba.org.

If you have questions pertaining to obtaining a deferral, please contact Ginny Busik, at (410) 260-1500.

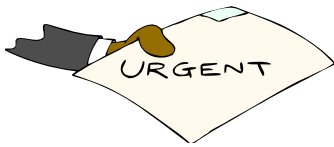
Do not wait for your bar results to fill out the attached form(s).

Very truly yours,

Keith R. Truffer

Keith R. Truffer, Esquire

Chair, Committee on Professionalism



DO NOT WAIT FOR YOUR BAR RESULTS TO FORWARD THESE FORMS!

DATE SWITCH REQUEST

Fall courses offered:

Friday, November 20, Saturday, November 21, Friday, December 4, and Saturday, December 5, 2009

I _____ do hereby request a date switch from:
_____ to _____ for the following reason(s):

Signature: _____ E-mail: _____

Phone: _____ (please print)

AMERICANS WITH DISABILITIES ACT

Check here if under the Americans with Disabilities Act, you require specific aids or services during the course. Audio Visual Mobile *Other

*Describe: _____

Name: _____ E-mail: _____

Course Date: _____ Phone: _____

Please Note: You should contact us immediately if you need a sign language interpreter.

REQUEST FOR A WAIVER

In accordance with Rule 11 of the Maryland Rules Governing Admission to the Bar of Civil Procedures, I _____ (name), do hereby request a waiver from the Course on Professionalism being held at the Maritime Institute of Technology on _____ (date). I am attaching a letter describing the Professionalism Course(s) I have taken and supporting documentation and an attendance certificate.

E-mail: _____ Phone: _____

Please forward this *entire form* to:

The Maryland State Bar Association
Attention: Wanda A. Claiborne, CMP
520 West Fayette Street, Baltimore, MD 21201
e-mail: wclaiborne@msba.org fax: (410) 837-0518

Failure to forward this form to the Maryland State Bar Association by Friday, November 6, 2009 will result in your request not being honored.



MARYLAND STATE BAR ASSOCIATION PROFESSIONALISM COURSE



FREQUENTLY ASKED QUESTIONS

Q: When will I receive directions to the course?

A: Your final notice about the Professionalism Course will be mailed within one week of the Bar results. The notice will give you all of your final instructions including directions.

Q: What time does the course begin and end?

A: You should arrive by 8:30 a.m. and departure is slated for 1:00 p.m.

Q: Should I mail my payment in advance?

A: No. Please bring your check/money order made out to MSBA or bring exact cash with you on the day of the course.

Q: Can I receive a date switch?

A: It depends on how full the course is that you want to switch to as well as the reason for your request. You should apply for a date switch using the attached form. Only serious problems will constitute good cause for a date switch.

Q: What does a deferral mean?

A: It is a promise that you will take the course the next time it is offered.

Q: Will a deferral affect my swearing in?

A: No, you may still be sworn in.

Q: I scored high on the MPRE, does that constitute good cause for a waiver?

A: No, the MPRE and courses taken in Law School do not qualify for a waiver.

Q: What type of course qualifies for a waiver?

A: The course should be a full day program and deal with a Lawyer's relationship with other Lawyers, the Client, the Court and the Community. Some courses that **have qualified** for a waiver in the past are [Virginia, Colorado, Florida and Texas Professionalism Courses](#). Ethics Courses **do not** qualify for a waiver. Some courses that have fallen under this category are Washington, D.C., New York and New Jersey courses. Many states change their course content frequently; please submit the course outline and proof of attendance with your request.

Q: What will happen if I do not take this course and I have not received a deferral or waiver?

A: You **will not** be sworn in until you take the course.

Q: What do I do about parking or if I do not have a car?

A: You may take the Marc Train/Amtrak to BWI Airport. The Maritime is a short cab ride from the airport. Shuttle service from the Maritime back to BWI Airport is available on Friday. If you need further assistance you may contact the Maritime directly at 410.859.5700 or you may contact the MSBA at 410.685.7878, 800.492.1964.

Q: If I do not pass the Bar, do I still have to take the course?

A: No, if you do not pass, your name will automatically be removed from our roster. If you applied for a deferral or waiver, that information will automatically be removed.