Supreme Court of Wisconsin

BOARD OF BAR EXAMINERS
110 EAST MAIN STREET, SUITE 715
P.O. BOX 2748
MADISON, WI 53701-2748
TELEPHONE: (608) 266-9760

Print Form

NOT ACCEPTED BY FAX OR E-MAIL

INSTRUCTIONS FOR CHARACTER REFERENCE QUESTIONNAIRE (BE-101)

Applicant Instructions:

Complete one form for each person you listed in Question #36. All of the character references listed must have known you for at least two years. (You may not use the names of anyone identified in your answers to Questions 12, 13, and 14.) Do not include any family members, in-laws, fiancé/fiancée, significant other, or anticipated future family members.

The forms must be sent directly to the Board by the character reference. Facsimile or e-mail transmissions are not acceptable.

Follow these instructions to complete the form:

1. Check the appropriate box indicating how you are applying for admission: Diploma Privilege, Wisconsin Bar Examination or Proof of Practice Elsewhere. Failure to check the appropriate box may lead to delays.
2. Type your name on the "Applicant Name" line. This name must match question #1(a) of the Applicant Questionnaire and Affidavit.
3. Type any additional names you have been known by, other than the name you listed on the "Applicant Name" line, in the "Also Known As" line. Names must match question #1(b) of the Applicant Questionnaire and Affidavit.
4. Type the name of the character reference in the "Reference Name" line.
5. Type the address of the character reference in the "Street Address" area and the "City, State, Zip code" area.
6. Do not write on the rest of the form.
7. Mail the form along with these instructions to each reference with a stamped envelope addressed to the Supreme Court of Wisconsin Board of Bar Examiners at the address listed above.

Character Reference Instructions:

The Board of Bar Examiners, an agency of the Supreme Court of Wisconsin, is required to investigate the character and fitness of applicants for bar admission. Your name has been supplied to the Board as a person with knowledge of the applicant named above.

Please complete this questionnaire, sign it, and return it to the Board at the address above. Facsimile or e-mail transmissions are not acceptable. Your prompt response will assist in the processing of the applicant's request for admission. Thank you for your assistance.

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CHARACTER REFERENCE QUESTIONNAIRE

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Check one: ◯ Diploma Privilege ◯ Wisconsin Bar Examination ◯ Proof of Practice Elsewhere

Applicant name _____ Also known as _____

Reference name _____

Street address _____

City _____ State _____ Zip code _____

Please answer all questions and provide additional information as requested. (Answer "NO" if unknown.)

1. Are you related to the applicant? ☐ Yes ☐ No If yes, please explain: _____
2. How many years have you known the applicant? _____ 3. What is your occupation? _____
4. In what context(s) (supervisor, colleague, friend, etc.) have you known the applicant? _____

Please answer all questions to the best of your knowledge.

5. Do you question the applicant's reputation for honesty, trustworthiness, diligence, reliability or good character? ☐ YES ☐ NO
6. Is there any reason why you would not sincerely recommend the applicant for admission to practice law? ☐ YES ☐ NO
7. Has the applicant been disciplined for social or academic reasons at any institution of higher education? ☐ YES ☐ NO
8. Has the applicant been discharged from employment or asked to resign from employment? ☐ YES ☐ NO
9. Has the applicant been charged with a violation of the law? ☐ YES ☐ NO
10. Has the applicant engaged in fraudulent or deceitful conduct? ☐ YES ☐ NO
11. Has the applicant been a party to a law suit or delinquent in any financial obligation, including bankruptcy? ☐ YES ☐ NO
12. Has the applicant misused or abused drugs (illegal or prescription) or alcohol? ☐ YES ☐ NO
13. Has the applicant displayed any indications that he or she may lack the mental fitness to hold a professional license? ☐ YES ☐ NO
14. Are there any issues other than those listed above that you believe may be relevant to our investigation? ☐ YES ☐ NO

Reasons for "Yes" answers in questions 5 through 14: (Please attach any additional information)

_____

_____

_____
Signature of Character Reference

OFFICE USE ONLY