

# **Requirements for Admission to the Menominee Tribal Bar**

## **For**

## **Menominee Tribal Court**

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### **Minimum Requirements**

1. Must be at least 18 years of age to apply for admission to the Menominee Tribal Bar
2. Must complete the approved application for admission to the Menominee Tribal Bar
3. Must attach the requisite proof of minimum education, training and/or certification(s) with the approved application.
4. Must consent to a Tribal, State and Federal background check. No applicant will be approved who does not submit to a full background check.
5. All applicants must pay the non-refundable application fee upon submission of their application.

### **Application Process**

1. A completed admission packages shall include;
  - a. Copy of the applicant's identification and/or enrollment card as proof of age requirement and to complete background request.
  - b. A completed application from the Menominee Tribal Court for Admission to the Menominee Tribal Bar.
  - c. Proof of education, training or certification(s) for those applying as a Lay Advocate Practitioner.
  - d. Certificate of Good Standing from a State Bar Association for those applying as an Attorney.
  - e. A signed Consent for a Background Check.
  - f. A \$75.00 application fee which is non-refundable.
2. Only a Deputy Clerk of Court or Clerk of Court may accept the admissions package. All documents will be inspected for completeness. If complete, the Clerk may stamp in the documents as submitted by the applicant. A receipt shall be created for the fee.
3. The Clerk shall make a copy of all stamped documents for the applicant

4. The Clerk of Court shall submit a request for a background check within two business day, excluding Tribal Holidays.
5. The Clerk of Court shall notify the Supreme Court Chief Justice of the results of the background for each application.
6. Upon review of the background results, the Chief Justice may approve admission and instruct the Clerk of Court to certify the application.
7. If the background results show a felony or any criminal or civil convictions or infractions of theft, dishonesty or other convictions that demonstrates a lack of suitability to uphold the standards of professional responsibility, the application will be denied.
8. If upon review the Chief Justice determines further investigation may assist in determination of acceptance, the application package will be forwarded for review by the Menominee Tribal Associate Justices for further consideration.
9. All approved or denied applicants will receive an official notice from the Clerk of Court.
10. All admitted applicants will be subject to future background checks to ensure continued eligibility.

**APPLICATION FOR ADMISSION TO PRACTICE IN  
MENOMINEE TRIBAL COURT**

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Date: \_\_\_\_\_

Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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1. Are you applying to practice in Menominee Tribal Court as an Attorney or as a Lay Advocate? \_\_\_\_\_

2. Please list your education, training, and/or certification that qualifies you to apply to practice in Menominee Tribal Court:

\_\_\_\_\_

\_\_\_\_\_

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3. If you are a Licensed Attorney, are you listed as an "Active Status" Attorney? Also, please list any State or Tribal Bar Associations you currently in good standing:

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4. If you are a Lay Advocate or applying to be a Lay Advocate, please list all other Tribal Bar Associations or Tribal Courts you are certified to practice in:

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5. For Attorneys and Lay Advocates, list any disciplinary actions against you from any State Bar Association and/or Tribal Court:

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6. Do you CONSENT to a full background check to determine your eligibility to be admitted and to maintain your eligibility on the Menominee Tribal Bar?

YES     NO

Signature of Applicant \_\_\_\_\_

Date: \_\_\_\_\_

# Background Check Consent and Release Waiver

Background Screening Consent Form  
Menominee Tribal Bar Application

Applicant's Legal Name (first, middle and last) (printed):

Any other names Applicant has been known by (including maiden name):

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Applicant's Street address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

I, \_\_\_\_\_, authorize and give consent for the Menominee Tribal Courts to obtain information regarding myself. This includes the following:

- Local, State, Tribal & National Criminal background records/information
- All 50 State Sex Offender Registries
- Social Security Verification

I, the undersigned, authorize this information to be obtained either in writing or via telephone in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any and all claims of liability for compliance. Such information will be held in confidence in accordance with the Menominee Tribal Court's guidelines.

By signing this document, I am providing the Menominee Tribal Court my consent for an initial background check as well as any subsequent background checks deemed necessary throughout the length of my practice before the Menominee Tribal Court

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_