



**Supreme Court of New Jersey  
Board on Attorney Certification**

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**Application Instructions for Attorney Certification - 2021**

The deadline for submitting a completed application by postmark or hand delivery is:

Civil and Criminal	March 31, 2021
Matrimonial and Workers' Compensation	April 30, 2021
Municipal Court	May 31, 2021

It is important that you read the [Regulations of the Board on Attorney Certification](#) before completing the application. Your attention is also directed to [R. 1:39](#) of the Rules governing the courts of the State of New Jersey.

**Applications submitted later than the appropriate deadline listed above will not be considered by the Board for the year 2021 examination.**

Please refer to the following pre-filing checklist before submitting your application.

- 1. **All** questions answered or shown as “not applicable.” Incomplete applications will be returned.
- 2. All responses must be typed. Handwritten applications will not be accepted for filing.
- 3. **Section II: Peer Review**  
Do not send reference letters with your application. This office will solicit statements of reference by mail and provide forms to each person listed in your application. Applicants are required to furnish accurate and current addresses for references.  
  
You are encouraged to notify the attorney or judge that you are naming them as a reference in your application for certification. Prior notification often assists the reference in completing and timely returning the peer review form. In order to maintain confidentiality and a fair process, you should not be discussing with your references the details of their peer review responses.  
  
Substitute names may be requested of the applicant if any of the provided references are non-responsive. In addition, the Certification Committees and the Board may seek references from other attorneys and judges familiar with the skills of the applicant.
- 4. Certificates of Good Standing attached (if applicable)
- 5. Check for \$250 made payable to “Secretary, Board on Attorney Certification”
- 6. Certification and Waiver executed (last page of application signed)



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7. **Original signed application and payment mailed to:**

**Regular Mail:**

Supreme Court of New Jersey  
Board on Attorney Certification  
PO Box 965  
Trenton, NJ 08625-0965

**Or Overnight Mail or Hand Delivery:**

Supreme Court of New Jersey  
Board on Attorney Certification  
Hughes Justice Complex, 8th Floor, North Wing  
25 Market Street  
Trenton, NJ 08625-0965