



## APPLICATION FOR ADMISSION TO THE BARREAU DU QUÉBEC

Please select the appropriate box:

- |  |  |
|--|--|
| <input type="checkbox"/> Canadian legal advisor  | <input type="checkbox"/> Holder of a temporary restrictive permit                          |
| <input type="checkbox"/> Foreign legal advisor   | <input type="checkbox"/> Solicitor, Section 55 <i>Act respecting the Barreau du Québec</i> |
| <input type="checkbox"/> Corporate legal advisor | <input type="checkbox"/> Solicitor, Section 56 <i>Act respecting the Barreau du Québec</i> |
|  | <input type="checkbox"/> Member of a Canadian Bar who wishes to practice in Québec         |

### PARTIE A ■ IDENTIFICATION AND CONTACT INFORMATION

#### 1. Personal information

Gender: Male  Female

Given name: \_\_\_\_\_ Family name: \_\_\_\_\_

The spelling of your common family name and given name must be consistent with your proof of identity

My name was legally changed: Yes  No

Date of birth: \_\_\_\_\_ YYYY-MM-DDD Social insurance number: \_\_\_\_\_

#### 2. Contact information

You must provide us with an address in Canada. If you do not yet have an address in Canada, please provide us with contact information for a relative or friend living in Canada who will transmit the information to you. You will be able to effect a change of address upon your arrival in Canada.

Civic address: \_\_\_\_\_ Apt: \_\_\_\_\_ (optional) Type of street: \_\_\_\_\_

Name of city: \_\_\_\_\_ Direction of street: \_\_\_\_\_ (optional)

Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Principal telephone n°: \_\_\_\_\_ Secondary telephone n°: \_\_\_\_\_ (optional)

E-mail address: \_\_\_\_\_

If you are having difficulty completing this part of the form, please contact the Secretary of the Order at: 514 954-3400, extension 6965 or 1 800 361-8495, extension 6965.

## PARTIE B ■ ADMISSIONS COMMITTEE

Pursuant to the requirements of section 45 of *An Act respecting the Barreau du Québec* (CQLR, c. B-1), the Admissions Committee must inquire as to whether the candidate has the required moral character, conduct, skills, knowledge and qualifications to practise the profession, and must decide on his admission, thereby justifying the following questions which you must **mandatorily** answer.

1. Are you now or have you previously been a member of a professional order?

YES  NO

1a. Have you previously been the subject of disciplinary measures or any other administrative measures by this order?

YES  NO

1b. Do you currently owe any amount whatsoever to this order?

YES  NO

1c. Are you now or have you previously been the subject of an investigation, of any kind whatsoever, by this order?

YES  NO

2. Have you previously been convicted, in Canada or elsewhere, of one or more indictable offences or one or more offences punishable on summary conviction under the *Criminal Code* or under any other applicable statute?

YES  NO

2a. Have you filed an application for a pardon (section 3 of the *Criminal Records Act*, R.S.C. (1985) c. C-47)?

YES  NO

2b. Have you filed an application for royal mercy (paragraph 748(1) of the *Criminal Code*, R.S.C. (1985), c. C-46)?

YES  NO

3. Are you or have you been the subject of one or more criminal or penal proceedings in Canada or elsewhere?

YES  NO

3a. Are you or have you been the subject of one or more penal proceedings in Canada or elsewhere relating to an illegal practice of the law or another profession?

YES  NO

4. Except for offences relating to the *Highway Safety Code*, are you currently or have you previously been the subject, in Canada, of one or more criminal proceedings under provincial or federal legislation?

**PLEASE NOTE:** This question does not relate to municipal by-laws adopted under the *Cities and Towns Act*, a municipal code, a city charter, a statute respecting a communauté urbaine or other related legislation (e.g.: parking ticket, offence relating to tobacco use).

YES  NO

5. Have you previously been the subject of disciplinary measures by a university?

YES  NO

6a. Have you been the subject of a refusal, a disciplinary measure or disciplinary proceedings by the École du Barreau, the Barreau du Québec or another administrative agency, in Québec or elsewhere?

YES  NO

6b. Have you previously made a request for admission or have you been a student at the École du Barreau?

YES  NO  If yes, when \_\_\_\_\_ and why you did not complete the program \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Applicant or student no \_\_\_\_\_

7. Have you previously made an assignment of your property or been declared bankrupt, made a proposal under general or consumer legislation or availed yourself of the provisions of articles 664 *et seq.* of the *Code of Civil Procedure* (Voluntary Deposit)?

YES  NO

8. Have you been a director or officer of a company that has previously made an assignment of its property, declared bankruptcy or made a proposal?

YES  NO

9. Except for matrimonial matters, are you currently or have you previously been the subject of civil proceedings or another type of claim under provincial or federal legislation?

YES  NO

10. Are there one or more judgments against you that have not been executed in a matrimonial, civil or criminal matter?

YES  NO

11. Have you previously been convicted of contempt of court?

YES  NO

12. Are you currently or have you previously been the subject of a licence suspension, revocation or refusal (including a driver's licence) or a suspension of the right to obtain a licence (including a driver's licence), either in Québec or elsewhere in Canada?

YES  NO

13. Do you currently suffer or have you previously suffered from a physical or psychological dependence on alcohol, gambling or prescription or other drugs?

YES  NO

14. Based on your personal history, your current situation or any professional opinion or advice you have received, do you have any existing condition that is reasonably likely to impair your ability to practice the profession of advocate or to function as an articulated student?

**PRECISION:** You are being asked this question pursuant to section 48 of the Professional Code because “[t]he board of directors of an order may order the medical examination of a person who is a member of such order, who applies for entry on the roll or who makes another application preceding admission to the profession where it has reason to believe his physical or mental condition is incompatible with the practice of his profession.”

Please note that this question does not pertain in any manner whatsoever to persons who wish to obtain an accommodation for their professional training due to a disability.

YES  NO

Under section 35 of the *Charter of the French Language* “The professional orders shall not issue permits except to persons whose knowledge of the official language is appropriate to the practice of their profession.” Please answer the following questions.

15. Do you hold a degree from an anglophone university?

YES  NO

15a. Have you received, full-time, no less than three years of secondary or post-secondary instruction provided in French?

YES  NO

15b. Have you passed the fourth or fifth year secondary level examinations in French as the first language?

YES  NO

15c. Have you obtained, in Québec, a secondary school certificate which does not date prior to the 1985-86 school year?

YES  NO

15d. None of the above-mentioned conditions. If so, you must pass the French examination of the **Office québécois de la langue française**.

YES  NO

N.B. You can get the application form from the Secretary of the Ordre du Barreau du Québec or from the Office québécois de la langue française. **Please note that it is your responsibility to ensure that you comply with the requirements set forth in the Charter of the French Language.** We strongly recommend you inform yourself about the examination procedure, particularly the timeframe for taking the French language examination.

## PARTIE C ■ ATTESTATION AND CONSENT

I attest that all the answers provided in this online application form are true and given to the best of my knowledge.

I agree to comply with the provisions of *An Act respecting the Barreau du Québec*, the *Professional Code*, the *Charter of the French Language* and the regulations adopted thereunder. I understand that a misrepresentation or a failure to answer any of the questions on this form or to provide the required documents (read attentively appendices 1 and 2) may result in the cancellation of my admission to the Barreau du Québec.

I agree that the Barreau du Québec, its representatives and personal information officers may verify and obtain all information and documents regarding the information sought in the questions in the section entitled **Identification and Contact Information** and the questions in the section entitled **Admissions Committee**, where such information and documents are held by a public body; an educational institution; a professional order or related organization, its administration, its office of the syndic or its professional inspection office; a police force; a court; a professional; an individual; a credit bureau or a banking institution.

\_\_\_\_\_  
Signature

Solemnly affirmed before me at \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_ of the year \_\_\_\_\_.

\_\_\_\_\_  
(Commissioner of Oaths)

No. of the Commissioner: \_\_\_\_\_

If you are having difficulty completing this part of the form, please contact the Secretary of the Order at: 514 954-3400, extension 6965 or 1 800 361-8495, extension 6965.

## RETURN BY MAIL at the following address

the duly completed form  the required documents (read attentively appendices 1 and 2)

**M<sup>e</sup> Sylvie Champagne, Secretary of the Barreau du Québec**  
Maison du Barreau, 445, boulevard Saint-Laurent, Montréal (Québec) CANADA H2Y 3T8

## DOCUMENTS MANDATORILY REQUIRED BY THE ADMISSIONS COMMITTEE

**All submitted documents must be original or certified copies.**

In order for the Admissions Committee to examine your record, you must mandatorily provide the following documents:

### A. AND B. ARE REQUIRED FOR ALL APPLICATIONS:

**A.** A proof of identity (act of birth, proof of citizenship, passport or any other document mentioned on the site of the École du Barreau). N.B. If you have previously submitted a proof of identity, including in connection with a prior application for admission to the École du Barreau, you need not provide a new proof of identity.

**B.** A Canadian police certificate.

**C.** You have previously been the subject of disciplinary measures or any other administrative measures by this order. For each event, you must provide the following document:

- A true copy of the decisions imposing the disciplinary and/or administrative measures (disciplinary decision, disciplinary penalty, etc.).

**D.** You currently owe any amount whatsoever to this order. You must:

- indicate the amount owed; and
- provide proof of payment (if payment has been made).

**E.** You are now or have previously been the subject of an investigation, of any kind whatsoever, by this order. You must provide the following, if in your possession:

- A copy of the document(s) evidencing that you are or were the subject of such an investigation.

**F.** You have previously been convicted, in Canada or elsewhere, of one or more indictable offences or one or more offences punishable on summary conviction under the *Criminal Code* or under any other applicable statute. For each event, you must provide the following documents:

- the information or indictment (summons);
- the judgment or minutes of the decision;
- all evidence provided by the prosecution in accordance with its obligation to communicate evidence;
- the police report(s); and
- the pre-sentencing or pre-disposition report.

**G.** You have filed an application for a pardon (section 3 of the *Criminal Records Act*, R.S.C. (1985) c. C-47). You must:

- provide a true copy of the documents that are relevant to your application for a pardon and specify to what stage the application has proceeded (indicate whether your application is being examined, has been refused, has been revoked or has been accepted).

**H.** You have filed an application for royal mercy (paragraph 748(1) of the *Criminal Code*, R.S.C. (1985), c. C-46). You must:

- provide a true copy of the documents that are relevant to your application for a royal mercy and specify to what stage the application has proceeded (indicate whether your application is being examined, has been refused or has been accepted unconditionally or conditionally).

- I. You are or have been the subject of one or more criminal or penal proceedings in Canada or elsewhere. You must provide the following documents:
- the information or indictment (summons);
  - the judgment or minutes of the decision;
  - all evidence provided by the prosecution in accordance with its obligation to communicate evidence;
  - the police report(s); and
  - the pre-sentencing or pre-disposition report.
- J. Except for offences relating to the *Highway Safety Code*, you are currently or have previously been the subject, in Canada, of one or more criminal proceedings under provincial or federal legislation.
- Please note: This question does not relate to municipal by-laws adopted under the *Cities and Towns Act*, a municipal code, a city charter, a statute respecting a communauté urbaine or other related legislation (e.g.: parking ticket, offence relating to tobacco use).
- For each event, you must provide the following documents:
- the information or statement of offence;
  - the judgment or minutes of the decision;
  - the police report(s); and
  - proof of payment.
- K. You have previously been the subject of disciplinary measures by a university. You must:
- provide a true copy of the disciplinary complaint;
  - provide a true copy of the disciplinary decision;
  - provide a true copy of the disciplinary penalty;
  - specify the name of the institution, the date of the decision (if it does not appear on the document provided), the object of the complaint and the nature of the decision; and
  - provide all other relevant documents.
- L. You have been the subject of a refusal, a disciplinary measure or disciplinary proceedings by the École du Barreau, the Barreau du Québec or another administrative agency, in Québec or elsewhere. Depending on the nature of the proceeding(s), you must:
- provide a true copy of the disciplinary complaint;
  - provide a true copy of the disciplinary decision;
  - provide a true copy of the disciplinary penalty;
  - specify the name of the institution, the date of the decision (if it does not appear on the document provided), the object of the complaint and the nature of the decision; and
  - provide all other relevant documents.
- M. You have previously made an assignment of your property or been declared bankrupt, made a proposal under general or consumer legislation or availed yourself of the provisions of articles 664 *et seq.* of the *Code of Civil Procedure* (Voluntary Deposit). You must provide the following documents:
- a true copy of the bankruptcy notice;
  - a list of creditors and the amounts of the claims;
  - a true copy of the notice of discharge, if applicable; and
  - all other relevant documents.

- N.** You have been a director or officer of a company that has previously made an assignment of its property, declared bankruptcy or made a proposal. For each event, you must provide the following documents:
- a true copy of the bankruptcy notice;
  - a list of creditors and the amounts of the claims;
  - a true copy of the notice of discharge, if applicable; and
  - all other relevant documents.
- O.** Except for matrimonial matters, you are currently or have previously been the subject of civil proceedings or another type of claim under provincial or federal legislation. For each event, you must provide the following documents:
- a true copy of the relevant written proceedings (application, declaration, motion to institute proceedings, etc.);
  - a true copy of the judgment, if applicable;
  - a true copy of any payment agreement entered into with the creditor;
  - declaration of out-of-court settlement or release;
  - proof of payment; and
  - all other relevant documents.
- P.** There are one or more judgments against you that have not been executed in a matrimonial, civil or criminal matter. For each event, you must provide the following documents:
- a true copy of the relevant written proceedings (application, declaration, motion to institute proceedings, etc.);
  - a true copy of the judgment, if applicable;
  - a true copy of any payment agreement entered into with the creditor;
  - declaration of out-of-court settlement or release;
  - proof of payment; and
  - all other relevant documents.
- Q.** You have previously been convicted of contempt of court. You must provide the following documents:
- a true copy of every document indicating that you have been charged with contempt of court (e.g.: minutes of hearing or a true copy of the decision);
  - a true copy of all evidence indicating that you were acquitted of this offence; and
  - all other relevant documents.
- R.** You are currently or have previously been the subject of a licence suspension, revocation or refusal (including a driver's licence) or a suspension of the right to obtain a licence (including a driver's licence), either in Québec or elsewhere in Canada. You must:
- indicate the object of the licence, the name of the decision-making body and the nature and date of the decision;
  - provide a true copy of the declaration or, in the case of a driver's licence, of the letter of suspension from the Société de l'assurance automobile du Québec (SAAQ);
  - provide a true copy of the judgment or minutes;
  - provide an up-to-date true copy of your driving record;
  - provide proof of payment; and
  - provide a true copy of all decisions and all relevant documents.
- S.** You currently suffer or have previously suffered from a physical or psychological dependence on alcohol, gambling or prescription or other drugs. You must provide the following document:
- a certificate issued by a health professional evidencing the nature of the dependence and, if applicable, the nature of the follow-up and management of the problem.
- T.** Do you have any existing condition that is reasonably likely to impair your ability to practice the profession of advocate or to function as an articulated student? You must provide a general description of this condition and its impact.

## REQUIREMENTS UNDER THE CHARTER OF THE FRENCH LANGUAGE

Under section 35 of the *Charter of the French language* (CQLR, c. C-11), “The professional orders shall not issue permits except to persons whose knowledge of the official language is appropriate to the practice of their profession.”

A person is deemed to have this knowledge if:

1. he has pursued full time studies, for at least three years of secondary or post-secondary instruction provided in French;
2. he has passed the examinations of French mother tongue of the fourth or fifth year of secondary education;
3. he has obtained a certificate of secondary studies from Quebec, from the 1985-1986 academic year onward.

**IMPORTANT: This question applies only to candidates from the University of Ottawa**

Have you completed the 3 year program of civil law at the Faculty of Law in French?

YES  NO

If the candidate checks “no”, he will automatically be classified as non-compliant with the *Charter of the French language* and will promptly receive instructions indicating the necessary steps to take.

**If you checked NO, you must pass the French examination of the Office of the French language.** The registration form will be provided when you will obtain a permit from the Barreau du Québec.

**IMPORTANT: This question applies only to candidates from McGill University and those from the Committee of equivalence.**

In which category do you classify yourself?

- Category 1:** I pursued, for at least three years, full time studies of secondary or post-secondary instruction provided in French;
- Category 2:** I passed the examinations of French mother tongue of the fourth or fifth year of secondary education;
- Category 3:** I obtained a certificate of secondary studies from Quebec, as of the 1985-1986 academic year;
- Category 4:** my situation does not comply with any of the categories mentioned above.

**If you have checked category 1, 2 or 3,** you must provide the documentation supporting your appropriate knowledge of French, either:

- a certified copy of proof of at least three years of secondary or post-secondary education provided in French or
- a certified copy of proof of the success of French language exams of the fourth or fifth year of secondary education or
- a certified copy of the graduation certificate obtained in Quebec, not prior to the 1985-1986 school year.

**If you checked category 4,** you must pass the French examination of the Office of the French language. The registration form will be provided when you will obtain a permit from the Barreau du Québec.



## TERMS OF THE EVALUATION

If you cannot provide either of these documents, you must pass the French examination of the Office of the French Language. Please note that it is your responsibility to ensure that you comply with the requirements of the *Charter of the French language*. We strongly suggest you to familiarize yourself with the procedures of the examination, particularly with regard to the applicable delays.

Specific section on the website of the Quebec Office of the French language:

[http://www.oqlf.gouv.qc.ca/francisation/ordres\\_prof/ordres.html](http://www.oqlf.gouv.qc.ca/francisation/ordres_prof/ordres.html)

We remind you that until we have received the requested documents, your file will be considered incomplete and will not be studied by the Committee on the access to the profession. Under Article 45 of the *Act respecting the Barreau du Québec* (CQLR, c. B-1), your admission to the Bar of Quebec is conditional upon the approval of the Committee on the access to the profession. If this is not the case, we cannot submit your request for the issuance of a special permit, a temporary restrictive permit, law or a solicitor permit to the board of directors. It is therefore in your interest that you send us the required documents without delay.