



APPLICATION FOR ADMISSION TO THE BARREAU DU QUÉBEC

Please select the type of permit requested (check one box):

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

1. Identification and contact information

Sex*: _____

Given name: _____ Family name: _____

The spelling of your given name and family name must be consistent with the spelling of your name on the proof of identity submitted.

Date of birth: _____ YYYY-MM-DD Social insurance number: _____

You must provide an address in Canada. If you do not yet have an address in Canada, please provide the contact information of someone living in Canada who will pass the information on to you. You will be able to change your address once you arrive in Canada.

Civic number, street, apartment no.: _____

City: _____ Province/state: _____ Postal code: _____

Country: _____

Primary phone no.: (_____) _____, ext. _____ Secondary phone no.: (_____) _____, ext. _____

E-mail address: _____

*You must indicate your sex (gender) as it appears on the proof of identity submitted with your application for admission, which is the only one that will be recorded in our systems. For more information on how to request a change of sex designation, please see the [website of the Directeur de l'état civil](#), or email the Registry Office at greffe.cap@barreau.qc.ca for any questions on how sex designations are processed in our systems.

2. Have you legally changed your name?

- No**
- Yes** a) Previous name(s)? _____
- b) How and when did you change them? _____

Note: Attach a certified copy of the relevant document.

Already provided

If you are having difficulty completing this part of the form, please contact the Secretariat of the Order and Legal Affairs by email at permis@barreau.qc.ca or by phone at 514 954-3400, ext. 6965, or 1 800 361-8495, ext. 6965.

PLEASE NOTE: Pursuant to section 45 of the *Act respecting the Barreau du Québec*, the committee for access to the profession 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. This justifies our asking you the following questions, which you **must** answer.

3. Of which professional order are you currently a member?

Name of professional order: _____

Date of admission: _____ YYYY-MM-DD **Status:** Active Inactive

Note: Provide a certificate issued by a competent officer of the order confirming your current status with the order, detailing your professional conduct, whether you are currently or have ever been subject to disciplinary penalties and whether you owe money to the order. Your certificate will be deemed valid only if issued within six months of the date of your application to be entered on the Roll of the Order. If you are a member of more than one professional order, please send us the above-mentioned documents for each professional order of which you are a member.

3.1 Are you currently, or have you ever been, subject to disciplinary penalties, sanctions or any other administrative measures by your professional order, or orders if you are or were a member of more than one?

No
 Yes When: _____
Reason: _____

Note: Attach a certificate issued by a competent officer of the order confirming the disciplinary or administrative measures taken by the order against you.

Already provided

3.2 Do you currently owe money to your professional order(s)?

No
 Yes Amount: _____
Date on which the debt was incurred: _____

3.3 Are you currently, or have you ever been, the subject of an investigation or inquiry of any kind by your professional order, or orders if you are or were a member of more than one professional order?

No
 Yes Nature of the inquiry: _____
Depuis quand : _____

4. Are you currently, or have you ever been, the subject of one or more proceedings for the unlawful practice of law or any other profession in Canada or elsewhere?

No
 Yes Please provide the following information **for each alleged offence or judgment rendered:**
a) Country: _____
b) Province or state: _____
c) Judicial district: _____
d) Case number: _____
e) Charge: _____
f) Verdict : _____

- g) Sentence : _____
- h) If applicable, attach a copy of the following documents: *To be provided*
- Information or indictment
 - Judgment or record of decision
 - All evidence submitted by the prosecution as part of their obligation to disclose evidence
 - Pre-sentencing report

If you need more space, please attach another page.

5. Have you ever 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* (R.S.C. 1985, c. C-46) or any other applicable law?

- No**
- Yes** Please provide the following information **for each alleged offence or judgment rendered:**
- a) Country: _____
 - b) Province or state: _____
 - c) Judicial district: _____
 - d) Case number: _____
 - e) Charge: _____
 - f) Verdict : _____
 - g) Sentence (Specify whether you received conditional or absolute discharge):

 - h) If applicable, attach a copy of the following documents: *To be provided*
- Information or indictment
 - Judgment or record of decision
 - All evidence submitted by the prosecution as part of their obligation to disclose evidence
 - Pre-sentencing report

If you need more space, please attach another page.

CERTIFICATE OF GOOD CONDUCT

NOTE: You must provide a Canadian police certificate, issued less than three months prior to the date when you file your application for admission. The certificate may be issued by any police department authorized to perform criminal record checks through the Canadian Police Information Centre (CPIC) or any company authorized or certified to issue such certificates.

For candidates residing outside urban areas, a complete list of regional offices is available on the RCMP website.

Refusal to issue certificate: Candidates who are refused a Canadian police certificate must comply with all other requirements and file their application to be entered on the Roll within the prescribed time limit. Please note that if this document is not submitted, the file is automatically transferred to the committee for access to the profession, which “shall inquire as to whether the candidate has the required moral character, conduct, skills, knowledge and qualifications to practise the profession” (section 45 of the *Act respecting the Barreau du Québec*).

IMPORTANT: It may take anywhere from three days to three weeks to obtain this document.

5.1 With respect to the above-mentioned conviction, have you applied for a record suspension (section 3 of the *Criminal Records Act*, R.S.C. 1985, c. C-47) or its equivalent in the country where you were convicted?

- No
- Yes If you have answered yes, your application for a record suspension:
- is being examined has been denied has been revoked has been accepted
- Note: Attach a certified copy of the relevant documents to your application.* To be provided

5.2 With respect to the above-mentioned conviction, have you applied for royal mercy (section 748(1) of the *Criminal Code*, R.S.C. 1985, c. C-46) or its equivalent in the country where you were convicted?

- No
- Yes If you have answered yes, your application for royal mercy:
- is being examined has been denied has been granted conditionally
- Note: Attach a certified copy of the relevant documents to your application.* To be provided

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

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

- No
- Yes Provide the following information **for each alleged offence or judgment rendered:**
- a) Province: _____
- b) Judicial district: _____
- c) Case number: _____
- d) Charge: _____
- e) Verdict: _____
- f) Sentence: _____
- If applicable, attach a copy of the following documents to your application: To be provided
- Judgment or record of decision
- Statement of offence or information

If you need more space, please attach another page.

7. Are you currently, or have you ever been, the subject of one or more criminal or statutory proceedings in Canada or elsewhere?

- No
- Yes Provide the following information **for each alleged offence or judgment rendered:**
- a) Country: _____
- b) Province or state: _____
- c) Judicial district: _____
- d) Case number: _____

e) Charge: _____

If applicable, attach a certified copy of the following documents: *To be provided*

Information or indictment

All evidence submitted by the prosecution as part of their obligation to disclose evidence

Pre-sentencing report

If you need more space, please attach another page.

8. Are you currently, or have you ever been, the subject of a refusal, disciplinary penalties or disciplinary proceedings by the École du Barreau, the Barreau du Québec or another administrative agency, in Québec or elsewhere?

No

Yes Date of decision: _____

Reasons for decision: _____

Nature of decision: _____

Note: For each instance, provide relevant information and submit a certified copy of the appropriate documents.

To be provided

If you need more space, please attach another page.

9. Are you currently making, or have you ever made, an assignment of your property, been declared bankrupt or made a proposal under the general scheme or a consumer proposal under the *Bankruptcy and Insolvency Act* (R.S.C. 1985, c. B-3), or are you subject to the provisions of articles 664 ff. of the *Code of Civil Procedure* (voluntary deposit)?

No

Yes For each instance, provide relevant information and submit a certified copy of the appropriate documents.

To be provided

10. Are you currently, or have you ever been, a director or officer of a company that has made an assignment of its property, been declared bankrupt or made a proposal?

No

Yes For each instance, provide relevant information and submit a certified copy of the appropriate documents.

To be provided

11. Other than in matrimonial matters, are you currently, or have you ever been, involved in any manner whatsoever as a party (plaintiff, defendant, impleaded party, etc.) in civil proceedings or any other claim under provincial or federal legislation?

No

Yes Provide the following information and a certified copy of the appropriate documents: *To be provided*

a) Judicial district: _____

b) Case number: _____

c) Subject matter of proceedings: _____

12. Are there any unsatisfied judgments against you in a matrimonial, civil or criminal matter?

- No**
- Yes** Provide the following information and a certified copy of the appropriate documents: *To be provided*
- a) Judicial district: _____
- b) Case number: _____
- c) Subject matter of proceedings: _____

If you need more space, please attach another page.

13. Have you ever been convicted of contempt of court?

- No**
- Yes** Provide the following information and a certified copy of the appropriate documents: *To be provided*
- a) Judicial district: _____
- b) Case number: _____
- c) Subject matter of proceedings: _____

If you need more space, please attach another page.

14. Have you ever had a licence (including a driver's licence) suspended, cancelled or refused, or has your right to obtain a licence (including a driver's licence) ever been suspended, either in Québec or elsewhere in Canada or abroad?

- No**
- Yes** Provide the following information and a certified copy of the appropriate documents: *To be provided*
- a) Type of licence: _____
- b) Name of decision-making body: _____
- c) Nature of decision: _____
- d) Date of decision: _____

If you need more space, please attach another page.

15. Have you ever been the subject of disciplinary measures by a university?

- No**
- Yes** Provide the following details and a certified copy of the decision: *To be provided*
- a) Name of institution: _____
- b) Date of decision: _____
- c) Subject of complaint: _____
- d) Nature of decision: _____

If you need more space, please attach another page.

16. Are you currently suffering from a physical or psychological dependence on alcohol, gambling or prescription or other drugs?

- No**
- Yes** Provide a general description of your dependence and its impact. Use a separate page to do so.

17. Based on your personal history, your current situation or any professional opinion or advice you have received, do you currently have any condition that is reasonably likely to impair your ability to practise law or act as an articulated student?

PLEASE NOTE: 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.

- No**
- Yes** Provide a general description of this condition and its impact. Use a separate page to do so.

18. Are you currently, or have you ever been, the subject of a complaint, decision or disciplinary or other measure for sexual harassment, harassment based on a ground mentioned in section 10 of the *Charter of Human Rights and Freedoms*, or for any other form of harassment or discrimination?

- No**
- Yes** Please submit a copy of the complaints, decisions or disciplinary and/or administrative measures imposed.

19. French language requirements

Under section 35 of the *Charter of the French Language*, “[t]he professional orders shall not issue permits except to persons whose knowledge of the official language is appropriate to the practice of the profession.”

Please answer one of the following questions:

- Yes** 1) Have you received, full-time, no less than three years of secondary or post-secondary instruction provided in French? (A photocopy of proof is required for the file.)
- OR**
- Yes** 2) Have you passed the fourth or fifth year secondary level examinations in French as the first language? (For those who studied in English or another language. A photocopy of proof is required for the file.)
- OR**
- Yes** 3) Have you obtained a secondary school certificate in Québec not dated prior to the 1985-1986 school year? (A photocopy of proof is required for the file.)
- OR**
- No** None of the above-mentioned conditions.

In that case, you must pass the French examination of the Office québécois de la langue française. You will receive the necessary documentation once your licence is issued.

Please register on the portal of the Office québécois de la langue française at the following address:
https://www.oqlf.gouv.qc.ca/francisation/ordres_prof/ordres.html

CERTIFICATION AND CONSENT

I certify that all answers provided on this application form are true and given to the best of my knowledge.

I agree to comply with the provisions of the *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 failure to answer any of the questions on this form or to provide the required documents 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 concerning the subjects covered on this form, where such information and documents are held by a public body, a professional order, a police force, a court, a lawyer, an individual, a credit bureau or a banking institution.

Signature

Commissioner for oaths

Solemnly affirmed before me at _____, this ____ day of _____ of the year _____.

(Commissioner for Oaths)

Commissioner's no.: _____

If you are having difficulty completing this part of the form, please contact the Secretariat of the Order and Legal Affairs by email at permis@barreau.qc.ca or by phone at 514 954-3400, ext. 6965, or 1 800 361-8495, ext. 6965.

RETURN BY EMAIL to: permis@barreau.qc.ca

- this duly completed form
- a certificate of good standing
- identification
- Canadian police certificate
- any other document relevant to the application for admission

Secretariat of the Order and Legal Affairs