



For Office Use:

Name of Applicant: \_\_\_\_\_

Application No.: \_\_\_\_\_

# APPLICATION FOR ADMISSION

## CHEYENNE AND ARAPAHO TRIBAL BAR ASSOCIATION

### JUDICIAL BRANCH

TRIAL COURT OF THE CHEYENNE AND ARAPAHO TRIBES

100 W. Black Kettle Boulevard

PO Box 102

Concho, OK 73022

Phone: (405) 422-7451

Fax: (405) 422-8259

Email: [courtclerks@cheyenneandarapaho-nsn.gov](mailto:courtclerks@cheyenneandarapaho-nsn.gov)





5. Name and location of law school(s) where you received your legal education:

<u>Name of Law School</u>	<u>Location</u>	<u>Degree</u>	<u>Year Graduated</u>

6. Name of college(s) and/or universities where you received your non-legal education:

<u>Name of Law School</u>	<u>Location</u>	<u>Degree</u>	<u>Year Graduated</u>

7. List all state, federal and tribal bar associations to which you have been admitted:

<u>Bar Association</u>	<u>Date of Admission</u>	<u>Bar No.</u>	<u>Standing/Status</u>

8. Have you ever been suspended, disbarred or otherwise disciplined by any state, federal or tribal court or by any administrative body? (If “yes”, please list and explain each instance in a separate attachment)

Yes  No

9. Have you ever applied for and been denied admission to any bar in any jurisdiction? (If “yes”, please list and explain each instance in a separate attachment)

Yes  No

10. Have you ever voluntarily withdrawn from any bar in any jurisdiction? (If “yes”, please list and explain each instance in a separate attachment)

Yes  No

11. Are you a previous member of the Cheyenne and Arapaho Tribes Bar Association that was suspended due to extended delinquency of membership renewal fees? (If “yes”, please list and explain each instance in a separate attachment)

Yes  No

12. Have you read the Cheyenne and Arapaho Tribes Constitution?

Yes  No

13. Are you familiar with the Cheyenne and Arapaho Tribes Law and Order Code?

Yes  No

14. Are you familiar with the Rules of the Cheyenne and Arapaho Bar Association?

Yes  No

15. Are you a member of the Cheyenne and Arapaho Tribes?

Yes  No

16. Are you a member of any other federally recognized Indian tribe, band, group, pueblo or community?

Yes  No

a. If “yes”, please list your tribal affiliation(s): \_\_\_\_\_

I, the undersigned, submit the foregoing application for admission to practice law before the Cheyenne and Arapaho Tribal Courts. I have carefully read each question in the foregoing application and answered each and every question truthfully, fully and completely.

\_\_\_\_\_  
Applicant's Signature                      Date

\_\_\_\_\_  
Printed Name of Applicant

## REQUIRED ATTACHMENTS

At the time application for admission to the Bar is filed, the applicant shall also provide the following additional documentation:

1. An official, original certificate of good standing issued by the bar of the highest court of any state of the United States or the District of Columbia dated no more than ninety (90) calendar days prior to the date of application (Please see, *Admission Criteria and Documentation for Eligibility Classification*);
2. An *Oath of Attorney* form signed and dated by applicant;
3. A *Consent to Jurisdiction* form signed and dated by applicant;
4. Copy of Bar Card and State Issued ID; and
5. A \$50.00 money order made payable to the Trial Court of the Cheyenne and Arapaho Tribes.

*Please submit your application and supporting documents in-person at the Cheyenne and Arapaho Tribal Justice Center located on 100 W. Black Kettle Boulevard in Concho, OK, or mail to P.O. Box 102, Concho, OK 73022.*

# ADMISSION CRITERIA AND DOCUMENTATION FOR ELIGIBILITY CLASSIFICATION

Prior to recommending your admittance to the Bar of this Court, the Cheyenne and Arapaho Tribal Bar Association requires that your present documentary evidence of your qualifications to practice before this Court. Please note that the documentation which you submit must be original papers or certified copies verified under-oath. Following is a list of the admission criteria and the documentation needed for each eligibility classification. If you have any questions regarding the sufficiency of your evidence of eligibility, please contact the Trial Court of the Cheyenne and Arapaho Tribes.

## Rule 5.2. Eligibility

The following persons shall be eligible for admittance to the Bar of the Cheyenne and Arapaho District Court.

- a. Any person licensed to practice law by the highest court of any State of the United States, or any Federal Court.

**Requirement:** File a Certificate of Good Standing or the equivalent issued by such Court.

- b. Any person employed as an Attorney by the United States.

**Requirement:** File on official letterhead a statement by your immediate supervisor that you are so employed and stating your civil service rate.

- c. Any member of a Federally recognized Indian Tribe who has graduated from an American Bar Association Accredited Law School.

**Requirement:** File on official letterhead a statement by the Dean of your law school which indicates the date of your graduation and the degree received, or an official transcript which indicates that you have graduated, and, a statement by the appropriate tribal official that you are an enrolled member of the Tribe, or a statement by the appropriate official of the Bureau of Indian Affairs that you are an enrolled member of the Tribe.

- d. Any member of a federally recognized Indian Tribe who is a member of the Bar of any Tribal Court of a federally recognized Indian Tribe.

**Requirement:** File on official letterhead a statement that you are an enrolled member as in (c) above and evidence that you have been admitted to the Bar of the Tribal Court as in (a) above.

- e. Any person who has been issued an Internship license by the Supreme Court of the State of Oklahoma for so long a period as said license is valid.

**Requirement:** File on official letterhead a Certification from the Bar Association stating when such license was issued, the conditions of its issuance, and the date of its expiration.

- f. Any member of a federally recognized Indian Tribe who has been certified by a Paralegal Training Program, recognized by the Court, as a Paralegal or Paraprofessional Lawyer's Assistant or the equivalent.

**Requirement:** File on official letterhead evidence of Tribal membership as in (c) above and a statement by the Dean of the School or Director of the Program which certified you as a Paralegal stating the date of the certification, the period of training, and the exact certificate issued, or a certified copy of your transcript which shows on its face that you have been so certified.

- g. Any member of a federally recognized Indian Tribe who has been actively employed in one or more law offices under the supervision of one or more attorneys for a period of two years upon the recommendation of their supervising attorney and three members of the Bar of this Court.

**Requirement:** File on official letterhead a signed statement by one or more Attorneys which shows that you have been continuously employed as a Paralegal for two years immediately preceding your application, and that each of the supervising attorneys during that period recommends you for admission. Also, file an official recommendation for admission signed by three members of the Bar of this Court which recommendation must state that the recommending Advocates know you personally, are acquainted with the quality of your work, and that they personally attest that you have acquired sufficient skills to act in this Court as the Advocate for another.

- h. Any person appointed by the Area Director of the Anadarko Area Office and approved by the effected Tribes as a Judge of the Cheyenne and Arapaho District Court.

**Requirement:** File on official letterhead a statement that you have been appointed as Judge of the Cheyenne and Arapaho District Court, Concho, Oklahoma, signed by the Area Director or his designated Agent, and certified copies of the resolution of the various effected Tribes approving your appointment.

#### ADMISSION FEE

Applicants must submit a non-refundable admission fee of \$50.00 to the Trial Court of the Cheyenne and Arapaho Tribes. Payment may be made by credit/debit card or money order. Please make your money order payable to the Trial Court of the Cheyenne and Arapaho Tribes, P.O. Box 102, Concho, Oklahoma 73022. Include the admission fee with your application and documentation if you have not already submitted said fee. Upon admission, the fee will cover your Bar Association dues for the remainder of the year in which you were admitted.

The annual membership renewal fee is \$50.00. The fee is due every year on May 15th.

*Please note that it is up to the attorney to submit fee in a timely manner and when due. Should an attorney not follow with the annual fee then eligibility to practice at the Cheyenne and Arapaho Trial District and Supreme Court will be rescinded and eligibility to practice will be void.*





# OATH OF ATTORNEY

I DO SOLEMNLY SWEAR:

I will support the Constitution of the United States, and the Constitution of the Cheyenne and Arapaho Tribes. I will maintain the respect due to Courts of justice and judicial officers.

I will be bound by the Code of Professional Responsibility of the American Bar Association and will conduct myself in compliance therewith at all times.

I will not counsel or maintain any suit or proceeding which shall appear to me to be unjust, nor any defense except such as I believe to be honestly debatable under the law.

I will employ for the purpose of maintaining the causes confided to me such means only as are consistent with truth and honor, and will never seek to mislead the judge or jury by any artifice or false statement of fact or law.

I will maintain the confidence and preserve inviolate the secrets of my client, and will accept no compensation in connection with a client's business except from the client or with the client's knowledge and approval.

I will abstain from all offensive personalities, and advance no facts prejudicial to the honor or reputation of a party or a witness, unless required by the justice of the cause with which I am charged.

I will never reject, for any consideration personal to myself, the cause of the defenseless or oppressed, or delay any person's cause for lucre or malice.

So help me God.

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Applicant's Signature                      Date

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Printed Name of Applicant

STATE OF OKLAHOMA            )  
  ) ss.  
COUNTY OF \_\_\_\_\_)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Commission No: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

## CONSENT TO JURISDICTION

I, the undersigned attorney, acknowledge that I must first apply for and be admitted to the Cheyenne and Arapaho Tribes Bar Association and swear or affirm the Oath of Admission before I may represent clients or otherwise engage in the practice of law before the Cheyenne and Arapaho Tribal Courts.

Upon admission to the Cheyenne and Arapaho Tribes Bar, I agree to adhere to the Rules of the Cheyenne and Arapaho Bar Association and all rules and procedures that govern the practice of law in the Cheyenne and Arapaho Tribal Courts.

I unreservedly consent to the jurisdiction of the Cheyenne and Arapaho Tribal Courts, including the original jurisdiction of the Cheyenne and Arapaho Tribes Supreme Court to discipline for cause any and all attorneys duly admitted to the Cheyenne and Arapaho Tribes Bar Association found to have engaged in professional misconduct in any jurisdiction.

\_\_\_\_\_  
Applicant's Signature Date

\_\_\_\_\_  
Printed Name of Applicant

STATE OF OKLAHOMA                    )  
  ) ss.  
COUNTY OF \_\_\_\_\_  )

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

Commission No: \_\_\_\_\_

Commission Expires: \_\_\_\_\_