

COMMITTEE OF BAR EXAMINERS OPEN SESSION AGENDA ITEM

AGENDA ITEM: June 2013 – O-302

DATE: June 12, 2013

TO: Subcommittee on Operations and Management

FROM: Greg Shin, Director, Operations and Management

SUBJECT: **PROPOSED ELIMINATION OF PERSONAL CHECKS AS A FORM OF PAYMENT**

BACKGROUND

The Office of Admissions currently accepts three forms of payment for registration, Moral Character determination applications, Bar Examination fees, etc: credit card, personal check and cash.

During 2012, approximately 42,000 payment transactions were processed: 96% via credit cards, 3% through personal checks and the rest in cash.

DISCUSSION

It is suggested that review of the merits of continuing to accept personal checks as a form of payment should be considered by the Committee of Bar Examiners (Committee). It is recommended that the Committee adopt policy that would allow only the use of 'guaranteed' payment methods like credit cards, money orders, cashier's checks and cash. Eliminating personal checks will reduce the need to handle and process 'paper' forms of payment and also eliminate having to deal with bounced checks and subsequent collection efforts. A number of other jurisdictions including New York, Illinois, Pennsylvania, New Jersey and Georgia do not accept personal checks as a form of payment.

RECOMMENDATION

It is recommended that the Committee adopt a policy eliminating personal checks as a form of payment.

PROPOSED MOTION

Move that personal checks no longer be accepted as a form of payment for Admissions fees and services, effective January 1, 2014.