

**APPLICATION FOR ADMISSION  
TO THE CRIMINAL JUSTICE ACT PANEL  
FOR THE NORTHERN DISTRICT OF WEST VIRGINIA  
(Please Type or Print)**

1. Name: \_\_\_\_\_
2. Business Address: \_\_\_\_\_
3. Business Telephone: \_\_\_\_\_
4. Business Facsimile: \_\_\_\_\_
5. E-Mail Address: \_\_\_\_\_

The United States District Court for the Northern District of West Virginia has implemented its Case Management/Electronic Case Filing (CM/ECF) system July 1, 2005. Electronic filing is mandatory on that date. Any CJA Panel Attorney utilizing the CM/ECF system will need, at the minimum, to acquire the following equipment and software: a Pentium PC with at least 64 MB RAM; Windows 95, 2000 or XP; Internet Explorer; Internet access with e-mail address; Adobe Acrobat Reader and Writer Programs; and a Scanner.

Will you have access to this equipment and software, and be able to participate in the Case Management/Electronic Case Filing (CM/ECF) system?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

6. Social Security Number\*: \_\_\_\_\_
7. Date Admitted to Practice in West Virginia Supreme Court of Appeals: \_\_\_\_\_
8. Date Admitted to Practice in U.S. District Court for Northern District of West Virginia: \_\_\_\_\_
9. Undergraduate School and Degree, Including Year of Graduation: \_\_\_\_\_

---

\* Payments under the Criminal Justice Act are made to individual attorneys whose vouchers must show their social security numbers to comply with an Internal Revenue Service ruling.

10. **Law School, Including Year of Graduation:** \_\_\_\_\_

---

11. **Any Other Advanced Degrees, or Special Qualifications for Appointments to Unusual Criminal Cases:** \_\_\_\_\_

12. **Are you fluent in any Foreign Language:** \_\_\_\_\_

13. **Please attach a list of all CLE Credits received by course name, sponsoring entity, location, topics covered, and credit hours received in the last three (3) years that relate to criminal law; criminal procedure; and/or evidence:**

---

14. **Please attach a list showing the number of federal criminal cases handled in the last three (3) years, listing the cases taken; the types of cases; whether the cases resulted in guilty pleas or jury trials; and a brief description of the case:**

---

15. **Please attach a list of the number of appeals you have handled in the Fourth Circuit by date, type of case, case style and whether oral argument was conducted:**

---

16. **Please attach a list regarding any Civil or other Criminal Trial Experience over the last three (3) years, listing cases taken to trial by date, type of case, case style and a brief description of the case:**

---

17. **Please describe areas of emphasis in your practice:** \_\_\_\_\_

---

---

18. **Have you ever been denied admission, disciplined or sanctioned based on findings made by a local, state or federal bar association and/or disciplinary board? If so, provide all pertinent details.**

---

19. Have you ever been charged or convicted of a crime, felony or misdemeanor, within the last ten years? If so, please provide all pertinent details.

---

20. If qualified, would you be willing to act as a Mentor for less experienced CJA Panel Members:

Yes: \_\_\_\_\_ No: \_\_\_\_\_

21. If you lack three (3) years experience defending federal criminal cases, would you agree to participate in a CJA case with a more experienced CJA Panel Member who would act as a Mentor (most other districts require such participation at no cost and as a prerequisite for CJA Panel membership):

Yes: \_\_\_\_\_ No: \_\_\_\_\_

22. At Which Points of Holding Court Do You Wish To Be Considered for CJA Appointments:

Clarksburg: \_\_\_\_\_ Elkins: \_\_\_\_\_  
Wheeling: \_\_\_\_\_ Martinsburg: \_\_\_\_\_

23. Are You Admitted to the Fourth Circuit Court of Appeals:

Yes: \_\_\_\_\_ No: \_\_\_\_\_

24. Would you be willing to be listed on a separate CJA Panel listing for appointment to "cold record" appeals before the Fourth Circuit Court of Appeals:

Yes: \_\_\_\_\_ No: \_\_\_\_\_

25. Do you wish to be considered for only appellate work before the Fourth Circuit Court of Appeals rather than criminal trial appointments here in the district?

Yes: \_\_\_\_\_ No: \_\_\_\_\_

---

Signature

---

Date