INDIVIDUAL APPLICATION for
ELECTIVE/SELF-STUDY ACCREDITATION

UTAH SUPREME COURT
BOARD of MANDATORY
CONTINUING LEGAL EDUCATION
Telephone (801)746-5230
Email STAFF@MCLEUtah.org
www.MCLEUtah.org

APPLICATION by a LAWYER OR LICENSED PARALEGAL PRACTIONER for ACCREDITATION of ON DEMAND or PRE-RECORDED ACTIVITY
not previously accredtied by a provider

A maximum of six hours of Elective (self-study) CLE credit allowed each compliance period.

Please note: The program must deal with subject matter directly related to legal topics. Utah is a 60-minute per credit state.

NOTICE OF DECISION
(To be completed by the state accreditation office and returned to applicant)
The following action has been taken on this application:

☐ **APPROVED** for _____ total CLE credits, including _____ Ethics credits and _____ Professionalism & Civility.

☐ **ACCREDITATION DENIED.**
Reference _____

☐ **RETURNED** to applicant for more information.
Please provide the following:
_____
If the requested information is not provided within 15 days of this notice the application will be denied. Due: _____

Date_____ MCLE Staff_____

You will receive a notice of decision within 4-6 weeks.

1. Applicant name: _____
2. Utah State Bar membership number: _____
3. Telephone: _____
4. E-mail address: _____
5. Name of CLE provider: _____
6. Title of CLE activity: _____
7. Date of original presentation: _____ 8. Date presentation was viewed: _____
9. The applicants's calculation of the requested number of (a) Total Credit Hours (b) Portion of Total Credit Hours devoted to Ethics/Professional Responsibility (c) Portion of Total Credit Hours devoted to Professionalism & Civility.
   * Specialty Hours are *included* in Total Credit Hours.
   a. **Total** Credit Hours* _____
   b. Ethics/Professional Responsibility Hours*_____
   c. Professionalism & Civility*_____
11. **THE REQUIRED NON-REFUNDABLE SPECIAL ACCREDITATION FEE IS $10.00.** An MCLE staff member will reach out to you by email when an invoice has been created and can be paid online. Checks are no longer accepted as a form of payment. Applications not paid for after 6 weeks will be denied.
12. Submit with this application the following information:
    a. A brochure and/or other outline that:
       1. Describes course contents
       2. Certificate of attendance
       3. Web link that shows additional content
       4. Table of Contents/Timed agenda
    b. A copy of any other materials that shows why this CLE activity meets the accreditation standards contained in the Utah Supreme Court Board of MCLE rules and regulations.

The applicant represents this CLE activity (a) complies with the Utah Supreme Court Board of MCLE Rules and Regulations including any amendments thereto; and (b) has not been previously disapproved by the Utah Supreme Court Board. The applicant acknowledges that approval of this CLE activity may be declined or revoked for noncompliance of the Rules and Regulations or for the failure of the applicant to comply with the agreements and representations contained in this request.
I hereby certify that the information contained herein is complete and accurate.

Signature: _____ Date: _____