INDIVIDUAL APPLICATION for LECTURING ACCREDITATION

UTAH SUPREME COURT BOARD
of MANDATORY CONTINUING
LEGAL EDUCATION

Telephone (801)746-5230
Email:STAFF@MCLEUtah.org
www.MCLEUtah.org

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.

APPLICATION for Elective (self-study) credit for TEACHING or LECTURING ACCREDITATION for an APPROVED CLE ACTIVITY or for ADJUNCT LAW SCHOOL TEACHING by a PRACTITIONER

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

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

1. Applicant name: _____
2. Utah State Bar membership number: _____
4. Telephone: _____
5. E-mail address: _____
6. Name of CLE Provider or Law School: _____
7. Name of Contact Person: _____ E-Mail: _____
8. Title of Course: _____
9. Date: _____ 10. Location: _____
11. Title of Presentation: _____
12. If CLE Teaching/Lecturing, has the program been accredited? No ☐ If yes, where?
13. If law school teaching, is the applicant primarily involved in the practice of law? Yes ☐ No ☐
14. Calculation of Credit Hours * Specialty Hours are included in Total Credit Hours
    Hours spent Teaching/Lecturing: _____ X 3 = _____ **Total** Credit Hours*: _____
    Ethics/Professional Responsibility* Hours: _____ Professionalism & Civility* Hours: _____
15. **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 is ready to be paid online. Checks are no longer accepted as a form of payment. Applications not paid for after 6 weeks will be denied.
16. Submit with this application the following information:
    a. Time schedule/agenda (brochure, outline, description)
    b. Identifies the audience of the lecture
    c. Table of contents
    d. Course syllabus

The Lawyer or Licensed Paralegal Practioner represents this CLE activity (a) complies with the Utah Supreme Court Board of Mandatory Continuing Legal Education Rules and Regulations including any amendments thereto; and (b) has not been previously disapproved by the Utah Supreme Court Board. The member 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 member 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: _____