

**UNIFORM APPLICATION FOR ACCREDITATION OF CONTINUING LEGAL EDUCATION
STATE OF MAINE**

Please note: Approved Providers must submit a non-refundable \$50 application fee at time of application. Non-approved Providers must submit a non-refundable \$60 application fee at time of application. Course approval requests by individual attorneys for any non-approved course that charges a registration fee must include a non-refundable \$25 application fee. EFFECTIVE DATE 8/2/21: Fees are now required for all course applications, including those that charge no registration fee.

1. Sponsoring Organization:

Name:
Address:

Telephone: () Fax: ()
E-mail:

2. Title of educational activity:

3. Date(s) and location(s):

4. Registration fee: Yes \$_____ No

5. Credit Category (check one): Live Self-Study (On-Demand)

Note: If both then separate applications and fees are required.

6. Delivery method(s): faculty in room with participants; teleconference; live webcast; on-demand audio/video; Recorded replay with original presenter moderating; other _____;

7. Type of Law: 1. _____ 2. _____ (Optional) 3. _____ (Optional)

8. Advertised to: Lawyers Clients Others (specify):

9. List any admission restrictions:

10. In-house activity (not advertised to outside lawyers): Yes No

11. Method of evaluation: participant critique independent evaluator none

12. Description of materials to be distributed: loose-leaf bound number of pages _____

13. Required attachments to this application:

- a. time schedule (brochure, course outline, course description)
- b. table of contents or equivalent
- c. faculty names and credentials
- d. fees (sponsors see below)

14. Total minutes of instruction, not including breaks, meals or introductions:

General (non-ethics) _____
Professionalism/Ethics _____
Harassment/Discrimination _____
TOTAL: _____

15. For individual attorneys requesting CLE teaching/instruction credit:

Total minutes of instruction: _____ Written materials provided? Yes, number of pages _____ No
Total minutes of attendance (non-instruction time): _____

16. Approval by other states: Granted by:
Denied by:

17. Submitted by: sponsor/provider individual lawyer Signature: _____ Date: _____
Bar No. of individual lawyer: _____

SPONSOR OBLIGATIONS: Sponsor acknowledges and agrees to comply with all local rules and regulations as defined in M. Bar R. 5, which is available at www.mebaroverseers.org.

<p style="text-align: center;">BOARD STAFF NOTICE OF DECISION</p> <p>COURSE NO: _____</p> <p>The following action has taken place on this application:</p> <p>___ APPROVAL DENIED (see attached)</p> <p>___ RETURNED for more information as indicated.</p> <p>___ APPROVED for _____ CLE credit(s), Including _____ Ethics credit(s), and/or ___ Harassment/Discrimination credit(s).</p> <p><input type="checkbox"/> Self-Study/On-Demand CLE only.</p> <p>CLE Staff: _____ Date: _____</p>
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