

BOARD OF OVERSEERS OF THE BAR
Application for Accreditation of
Continuing Legal/Professional Education Courses

1. Sponsoring Organization/Individual

Name: _____

Organization: _____

Address: _____

Telephone: (____) _____ Fax: (____) _____

Organization Individual E-mail: _____

2. Are you applying for CLE credit or GAL credit?

3. Title of educational activity: _____

4. Date(s) and location(s): _____

5. Registration fee: Yes \$ _____ No

6. Delivery method(s):

- Teleconference Webcast Satellite Audiotape Presentation
 Videotape Presentation Video Conference Digital Media Discussion Leader Present?
 Faculty in Room with Participants? Other: _____

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

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

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

10. List any admission restrictions: _____

11. Written Materials Provided: Yes No Number of Pages: _____

12. Total minutes of instruction excluding breaks, meals and introductions: General: _____ Ethics: _____

13. Individual attorneys/GAL's requesting CLE teaching/instruction credit:

- a. Total minutes of instruction: _____ b. Written Materials Provided: Yes No
c. Number of pages: _____ d. Total minutes of attendance (non-instruction time): _____

14. Approval by other states: Granted by: _____ Denied by: _____

15. Required attachments to this application:

- a. Brochure including schedule, course outline, and description. b. Faculty Names and Credentials.
c. Accreditation Fee [See below.]

Signature: _____

Date: _____

| For Office Use Only | |
|--|--|
| Course No. _____ | |
| <input type="checkbox"/> Approved | <input type="checkbox"/> MBR 5 <input type="checkbox"/> MRGAD 10 |
| Approved for _____ CLE Credits including _____ Ethics Credits | |
| <input type="checkbox"/> Self-study/in-house CLE only. | |
| <input type="checkbox"/> Returned for Additional Information | |
| <input type="checkbox"/> Denied [See attached.] | |
| Staff: _____ | Date: _____ |

Please submit this form to:
Board of Overseers of the Bar
P O Box 527
Augusta, ME 04332
sadams@mebaroverseers.org

Sponsor Obligations

Approved providers seeking course approval must submit a non-refundable \$35 application fee at time of application. Non-approved providers must submit a non-refundable \$45 application fee at time of application.

Course approval requests by individual attorneys and GAL's for non-approved courses that charge a registration fee must include a non-refundable \$25 application fee. There is no application fee for courses that do not charge a registration fee.

Sponsors acknowledge and agree to comply with all local rules and regulations as defined in Rule 5 of the Maine Bar Rules and/or Rule 10 of the Maine Rules for Guardians ad Litem.