

**MEMBER CREDIT REQUEST**  
**Minimum Continuing Legal Education**

The State Bar of California  
Member Services Center  
180 Howard Street  
San Francisco, CA 94105-1639  
888-800-3400

*For Office Use Only*

- \$25  
 No check  
 Other

Appl. #: \_\_\_\_\_

Prov. #: \_\_\_\_\_

**A \$25 nonrefundable fee must accompany each activity and each application. Attach promotional materials, if available. Consideration of your application can take up to 60 days. All applications must be submitted at least 60 days prior to the February 1<sup>st</sup> deadline for your compliance group in order to be considered for that compliance period.**

IS THIS ACTIVITY APPROVED FOR CLE CREDIT IN ANY OTHER STATE?  Yes  No

If yes, you may not need to submit this application. You may claim credit from an "Approved Jurisdiction" if you attended an activity outside California and it is NOT transferred electronically to California, offered for downloading or viewing on the Internet, or for sale as a tape, CD, DVD, document(s), or any other acceptable format

AND if the activity you attended is approved for MCLE credit (including any subfield credit) by an "Approved Jurisdiction." (For a list of approved jurisdictions please go to our Web site [www.calbar.ca.gov](http://www.calbar.ca.gov) and click on the following links: mcle > attorney information > approved jurisdictions.)

**MEMBER INFORMATION**

MEMBER NAME: \_\_\_\_\_

STATE BAR MEMBER NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NO. (     ) \_\_\_\_\_ FAX NO. (     ) \_\_\_\_\_

**ACTIVITY INFORMATION**

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

SITE OF ACTIVITY:

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

COUNTRY: \_\_\_\_\_

**PROVIDER INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NO: (     ) \_\_\_\_\_

1. WHAT IS YOUR AREA OF PRACTICE?

2. HOW DOES THIS ACTIVITY RELATE TO YOUR LAW PRACTICE?

3. WERE YOU AN INSTRUCTOR OR SPEAKER AT THIS ACTIVITY?  Yes  No  
IF YOU WERE YOU AN INSTRUCTOR OR SPEAKER AT THIS ACTIVITY WERE THERE ATTORNEYS IN THE AUDIENCE?  
 Yes  No\*

\* IF NO, DO NOT SUBMIT THIS APPLICATION. Teaching non-attorneys does not qualify for MCLE credit.

4. DOES THIS ACTIVITY HAVE SUBSTANTIVE WRITTEN MATERIALS?  Yes  No  
Activities more than one hour in length and NOT accompanied by substantive written materials do not qualify for MCLE credit. DO NOT SEND MATERIALS.

5. REQUIRED ATTACHMENTS:

Time schedule/agenda  Faculty name and credentials  Topics and descriptions

Each segment must have a beginning and ending time. Fifteen-minute breaks will be deducted from any segment that runs three or more hours unless otherwise indicated on the schedule.

6. ARE YOU CLAIMING CREDIT FOR THE ENTIRE ACTIVITY?  Yes  No

If NO, indicate on the attached schedule what segments of the activity you attended.

7. Total minutes of instruction (minus breaks or meals) \_\_\_\_\_ divided by 60 and rounded to nearest quarter hour \_\_\_\_\_

TOTAL CREDIT HOURS REQUESTED: \_\_\_\_\_

8. WAS THIS ACTIVITY SELF-STUDY?  Yes  No

If YES, what was the actual running time of the audio, video or online course? \_\_\_\_\_

9. SUBFIELD CREDITS - List any hours that were spent on specific subject matter areas described in Section 7.1 of the MCLE Rules and Regulations. **Attach short description to support any subfield credits.**

Legal ethics: \_\_\_\_\_ Elimination of bias: \_\_\_\_\_ Substance abuse: \_\_\_\_\_

#### DECLARATION

I declare that I am an active member of the State Bar of California. I declare that this education activity complies with Section 7.1 of the MCLE Rules and Regulations.

I further declare that the information provided by me on this form is true and correct and that this declaration is made under penalty of perjury under the laws of the State of California and executed at the date and place below.

Date: \_\_\_\_\_

City and State: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_