

NEW YORK CLE CERTIFICATE OF ATTENDANCE

**MAY BE USED ONLY FOR PROGRAMS ACCREDITED BY THE NYS CLE BOARD
ALL INFORMATION MUST BE ENTERED BY CLE PROVIDER**

This certificate is issued under §1500.4(b)(12) of the NYS CLE Program Rules and under §10(B) of the NYS CLE Board Regulations and Guidelines.

By issuing this certificate, the CLE provider verifies that the attorney named below completed this program.

Attorneys must retain their certificates of attendance for at least four (4) years from the date of the program.

Name of Attorney: _____

Title of program: _____

Date(s) of attendance: _____ **Location (city/state):** _____

(For self-study programs, indicate date attorney completed program.)

(For self-study programs, indicate "not applicable.")

Format of program: (Check only the format completed by the attorney to whom this certificate is issued, even if the program was approved by the NYS CLE Board to be offered in several formats.)

- Traditional live classroom format Videoconference approved for newly admitted attorneys

Note: Newly admitted attorneys may not earn credit through the formats below, except as provided in §2(F) of the Regulations.

- | | | | |
|-------------------------------------|---|--|---|
| <input type="checkbox"/> Audiotape | <input type="checkbox"/> Videotape | <input type="checkbox"/> Teleconference | <input type="checkbox"/> Live broadcast |
| <input type="checkbox"/> Audio CD | <input type="checkbox"/> DVD/CD-ROM (video) | <input type="checkbox"/> Videoconference | <input type="checkbox"/> Online |
| <input type="checkbox"/> Audio file | <input type="checkbox"/> Video file | <input type="checkbox"/> Webconference | <input type="checkbox"/> Other _____ |

Attorney's method of participation (check only one): Group participation *or* Self-study

Level of difficulty – the content of the course is appropriate for (check only one):

- both newly admitted and experienced attorneys, or
 experienced attorneys *only* (nontransitional), or
 newly admitted attorneys *only* (transitional)

CREDIT for ATTENDANCE One hour of CLE credit consists of 50 minutes of instruction. (Introductory remarks, meals, breaks and other noneducational activities are not to be included in the computation of credit.) To calculate CLE credit, take the total number of minutes of instruction, divide by 50 and then round down to the nearest ½ credit hour. (For example, a 90-minute program equals 1.5 CLE credits; a 24-minute program equals zero (0) CLE credits.)

Enter number of credits earned in each category:

- _____ Ethics and Professionalism
_____ Skills
_____ Areas of Professional Practice
_____ Law Practice Management
_____ General (for nontransitional courses only, a designation often used to indicate any above categories except for Ethics and Professionalism)

In accordance with §10(b)(2) of the Regulations, for multiple breakout sessions attach a sheet indicating the sessions attended by the attorney.

Credit for Faculty Participation (Experienced attorneys only)

Award credit in accordance with §3(D) of the Regulations.

- Speaker
 Panel member
 Moderator
 Law Competition faculty

Enter number of credits earned in each category:

- _____ Ethics and Professionalism
_____ Skills
_____ Areas of Professional Practice
_____ Law Practice Management
_____ General

--- CLE PROVIDER INFORMATION ---

Provider organization _____

The CLE provider (check only one):

has been certified as an Accredited Provider by the NYS CLE Board, or

has had this individual course accredited by the NYS CLE Board (Course # _____)

Address _____

Telephone _____

Provider agent signature _____

(Print Name) _____

New York State CLE Board
www.nycourts.gov/attorneys/cle