



# 2009 NEW YORK STATE CLE ACCREDITED PROVIDER YEAR-END REPORT

PROVIDER/SPONSORING ORGANIZATION: \_\_\_\_\_

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

CONTACT PERSON: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**PLEASE PROVIDE THE FOLLOWING INFORMATION:**

1. TOTAL NUMBER OF LIVE CLASSROOM-FORMAT PROGRAMS OFFERED IN NEW YORK STATE IN 2009: \_\_\_\_\_

2. TOTAL NUMBER OF LIVE CLASSROOM-FORMAT PROGRAMS OFFERED OUTSIDE OF NEW YORK STATE IN 2009 FOR WHICH NEW YORK CLE CERTIFICATES OF ATTENDANCE WERE ISSUED: \_\_\_\_\_

3. Please enter the total number of simultaneously transmitted live programs offered in 2009 in each of the formats listed below for which New York CLE Certificates of Attendance were issued:

T=Teleconference	_____	WC=Webconference	_____
VC=Videoconference	_____	LB=Live Broadcast	_____
VCN=Videoconference (approved for newly admitted attorneys)	_____	Other (explain below*)	_____
		*	_____

4. Please enter the total number of prerecorded programs in each of the formats listed below for which New York CLE Certificates of Attendance were issued in 2009:

A=Audiotape	_____	V=Videotape	_____
ACD=Audio CD	_____	VCD/DVD=Video CD or DVD	_____
AF=Audio File	_____	VF=Video File	_____
OL=Online Program	_____	Other (explain below*)	_____
		*	_____

5. TOTAL NUMBER OF PROGRAMS OFFERING CREDIT IN "ETHICS & PROFESSIONALISM": \_\_\_\_\_

6. FINANCIAL AID REQUESTS RECEIVED: \_\_\_\_\_ FINANCIAL AID REQUESTS GRANTED: \_\_\_\_\_

7. PLEASE ATTACH TO THIS REPORT THE FOLLOWING ADDITIONAL INFORMATION:

- (1) CLE Activity Table
- (2) For each format (including traditional live classroom), a description of your organization's attendance verification procedures, along with any relevant forms
- (3) A detailed description of your organization's Financial Aid Policy
- (4) A Sample Program. Select one program presented by your organization in 2009 that is representative of the type and caliber of program your organization provides to New York attorneys. Please include: (a) brochure or announcement; (b) timed agenda; (c) speaker biographies; (d) description of written materials; (e) attendance list; and (f) a completed New York CLE Certificate of Attendance.