

# ATTORNEY AFFIRMATION

NEW YORK CLE CREDIT FOR NONTRADITIONAL FORMAT COURSE



I \_\_\_\_\_, acknowledge receipt of the course materials for:

(Course Number/Course Title): \_\_\_\_\_

Name of CLE Provider: \_\_\_\_\_

Format: (check one) ☐ Live Webconference ☐ Pre-recorded Online Video

During the course or program, you will see and/or hear a CLE code(s). Please enter the code(s) in the field below. If you do not include the code(s), you will not be awarded New York CLE. If there are multiple codes, please enter all of them:

Code #1 \_\_\_\_\_ Code #2 \_\_\_\_\_ Code #3 \_\_\_\_\_ Code #4 \_\_\_\_\_

I certify that I listened to and/or viewed the above course in its entirety. Therefore, I request that I be awarded the applicable number of New York CLE credits for this course.

\_\_\_\_\_  
Name of Attorney

\_\_\_\_\_  
Signature of Attorney

\_\_\_\_\_  
Email of Attorney

\_\_\_\_\_  
Date & Time of Completion of CLE Course

*(New York attorneys earn CLE credits on the date they complete a CLE course)*

- To obtain New York CLE credit, please complete and sign this form and then submit it to the CLE provider. Once the provider verifies your participation, a New York CLE Certificate of Attendance will be issued.
- New York attorneys should retain a copy of this affirmation request with their New York CLE Certificate of Attendance.
- Experienced New York attorneys (attorneys who have been admitted to the New York Bar for more than two years) may earn CLE credit through non-traditional format. Newly admitted attorneys (attorneys admitted to the New York Bar for two years or less) should confirm that the format is permissible for the category of credit.
- Please note that in New York, one hour of CLE credit consists of at least 50 minutes of instruction. Credit hours must be calculated in no less than 25 minutes (.5 hour) increments.

Please return this affirmation and your program evaluation to [oppcle@nycourts.gov](mailto:oppcle@nycourts.gov). In order to receive CLE, this form must be turned in by close of business of the training day. It is also important that you include the Course Number and Course Title in the email heading.