



MANDATORY CONTINUING LEGAL EDUCATION BOARD
 Established by the Washington Supreme Court (APR 11) • Administered by the WSBA
CLE ACCREDITATION APPLICATION

STANDARDS FOR APPROVAL:

Courses must have significant intellectual or practical content related to the practice of law or legal ethics. For more detail, see Admission & Practice Rule 11 (h). The topic, depth, and skill level are considered for accreditation. Written materials are required.

INSTRUCTIONS:

Please submit a separate application for each CLE activity. **Complete the relevant section(s) of the below form and attach requested documents.** A program is not approved until the applicant is notified of approval.

ONLINE APPLICATION:

You can submit all activities via the MCLE Board Online System <https://mcle.wsba.org/> by signing into your account and selecting Add an Activity button from your Dashboard.

Contact an MCLE Analyst at mcle@wsba.org or 206.733.5987 with any questions.

APPLICANT NAME	WA STATE LICENSE NUMBER
EMAIL	APPLICATION DATE

CREDITS CLAIMED

Law & Legal _____ **Ethics** _____ **Other** _____ **TOTAL** _____

If you are seeking credits in the "Other" category, select the applicable credit sub-category:

- Professional Development Personal Development & Mental Health
- Office Management Improving the Legal System
- Nexus Subject: *If the activity you attended does not directly deal with the practice of law, use the space below to explain the nexus between the non-legal subject matter of this activity and your professional role as a lawyer, LLLT or LPO. Attach an additional page as needed*

Complete the relevant section(s) of the below form and attach requested documents.

1. Live Course: Complete this section if you attended in person, by webcast, teleconference, or video conference in real time as it happened. (If you presented you may seek course preparation credit; see Box 4.)

Title: _____

Sponsor: _____

Format: In-Person Teleconference Videoconference Webcast

In House Event: No Yes-Available to Public Yes-Private

Start Date: _____ End Date: _____ Presentation Length (Minutes): _____

City: _____ State: _____ Country: _____

Did you attend the entire activity? Yes No (specify which sections you attended on agenda)

Attach agenda/schedule and speaker biographies.

2. Recorded Course: Complete this section if you viewed or listened to a course recorded on a previous date.

Sponsor: _____

Title: _____

Recording Start Date: _____ Recording End Date: _____ Run Time (Minutes): _____

Viewing Start Date: _____ Viewing End Date: _____

Attach agenda/schedule and speaker biographies.

3. Law School Course: Use this section to report attendance at any law school courses.

Law School Name: _____ Course Name: _____

Start Date: _____ End Date: _____ Hours Attended: _____

Attach syllabus and attendance verification.

4. Course Preparation: Use this section to report time spent in preparation for a CLE presentation.

Original Approved Activity ID: _____ Original Presentation Length (Minutes): _____

Preparation Hours: _____ Prep Start Date: _____ Prep End Date: _____

5. Law School Teaching: Use this section to report time spent teaching a law school course as an adjunct professor.

Are you a full-time law school professor? Yes No

Law School Name: _____ Course Name: _____

Start Date: _____ End Date: _____ Hours Teaching: _____

6. Mentoring: Use this section to apply for credit in conjunction with participation in a mentoring program.

Mentoring Program Name: _____

My Role: Mentor Mentee Peer Name and Bar Number:

Start Date: _____ End Date: _____ Mentoring Hours: _____

Attach the signed mentoring agreement, the personalized mentoring plan, and an evaluation of the mentoring experience.

7. Law School Competition: Use this section to report credit for judging or preparing law school students for law school recognized competitions, mock trials or moot court.

Competition Title: _____

Law School Name: _____

Start Date: _____ End Date: _____ Hours Spent Judging: _____

8. Pro Bono Service: Use this section to report hours of legal services provided through a Qualified Legal Service Provider.

Qualified Legal Service Provider: _____

City: _____ Pro Bono Hours: _____ Year of Service: _____

9. Writing: Use this section to report hours dedicated to legal research and writing.

Publisher: _____

Publication Title: _____

Article Title: _____

Publication Date: _____ Article Length (pages): _____

Hours Researching & Writing: _____ Start Date: _____ End Date: _____

Attach a sample (must be at least 10 pages long).