



Minimum **Continuing Legal Education (MCLE) 2021**
APPLICATION FOR CREDIT APPROVAL
 8928 VOLUNTEER LANE SUITE 250 - SACRAMENTO, CA 95826 - PHONE: 916-564-3780
 PROVIDER #: 166

For Office Use Only
_____ Approved
_____ Rejected
_____ SCBA MCLE
_____ Date

Submit one application per activity.

Activity Contact	(please check one):	Name of Affiliate, Committee, Division, or Section:	
	<input type="checkbox"/> SCBA Affiliate <input type="checkbox"/> SCBA Committee <input type="checkbox"/> SCBA Division <input type="checkbox"/> SCBA Section	Name of Chair Address, email and phone:	
	Contact Name for RSVP:		Contact Phone:
	<input type="checkbox"/> SCBA office taking RSVP		Contact Email:

Title of Activity	
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Location, Date, and Time of Activity	Location of activity (Name / Address / City / State):	Event Date:
		Event Time:

Additional Activity Information	Number of Attendees (check one): <input type="checkbox"/> 1 - 10 <input type="checkbox"/> 11 - 25 <input type="checkbox"/> 25-50 <input type="checkbox"/> 51 - 150 <input type="checkbox"/> 151 - 300 <input type="checkbox"/> over 300	Activity Format (check one or both): <input type="checkbox"/> Participatory <input type="checkbox"/> Self-study
		Delivery Method (if participatory): <input type="checkbox"/> Live Presentation <input type="checkbox"/> Online <input type="checkbox"/> Teleconference <input type="checkbox"/> Webcast <input type="checkbox"/> Interactive CD/Video <input type="checkbox"/> Other (indicate method)_____

Outline of Activity		
Subject content of each segment	Faculty/Speakers	Total hours devoted to segment
<input type="checkbox"/> See attached flyer		
TOTAL HOURS		

Please attach Promotional Material
 If this activity will be one (1) hour or more, attach the substantive written materials that will be distributed to the participants

Credit Hours	General Law	Legal Ethics	Elimination of Bias	Competence Issues	Total Credit Hours

Applicant Signature _____ Date _____
 Printed name _____ Title _____

Application for MCLE Credit
Additional Information
Information copied from mcle.calbar.org

Factors used in evaluating an activity (Rule 2.52)

The State Bar evaluates whether a single activity is approved for MCLE credit using the following factors:

- The activity must be directly relevant to members of the State Bar
- The activity has significant and current professional or practical content
- The presenters or faculty have significant professional or academic experience related to the topic being presented
- The intended audience must be primarily members of the State Bar (for example, courses intended for paralegals do not qualify)
- The written or electronic materials that accompany the activity must be suitable and easily understood

Qualifying an activity for special credit hours (Rule 2.72)

California's MCLE requirement provides that attorneys complete at least 25 hours of continuing legal education, which must include at least four hours of Legal Ethics, at least one hour dealing with Elimination of Bias in the Legal Profession, and at least one hour in the Prevention, Detection and Treatment of Substance Abuse or Mental Illness that impairs Professional Competence.

Legal Ethics

Legal Ethics must focus on the professional responsibility of attorneys and not on business, corporate, government, or societal ethics. For example, activities that educate attorneys on the California Rules of Professional Conduct are eligible for legal ethics credit, but activities that focus on ethical dilemmas encountered in our society, or in a business or a non-legal profession, are NOT eligible for MCLE legal ethics credit.

Elimination of Bias in the Legal Profession

Elimination of Bias in the Legal Profession is limited to problems that attorneys encounter in the legal profession. Activities that assist in the recognition, identification and prevention of bias in a legal setting, as well as activities on diversity in the legal profession, may qualify for bias credit. A few examples of subjects previously approved for MCLE bias credit are: How to Address Negative Attitudes or Comments of a Judge Toward Minority Attorneys; Sexism in the Field of Criminal Law, and Bias Against Women in Law.

Activities addressing bias encountered in society are NOT eligible for MCLE credit. Examples of topics that are NOT eligible for bias credit include ADA laws, diversity in the general workplace, sexual harassment, or how to handle a sexual harassment case. AB1825 (the law requiring training on the prohibition and prevention of sexual harassment) courses do not qualify for elimination of bias credit, but do qualify for general credit.

Prevention, Detection and Treatment of Substance Abuse

Unlike other sub-fields, these courses may address generic issues in society and need not focus solely on problems that an attorney may encounter in the legal profession. However, education in the handling of a case or client matter in which substance abuse is an element is NOT eligible for credit in this sub-field.

Mental Illness That Impairs Professional Competence (as an Option to Substance Abuse)

Activities may focus on all different types of mental disorders, including disorders of thought, mood or behavior. To be classified as a mental illness, the condition must result in an attorney's reduced ability to function psychologically, socially, occupationally or interpersonally. The mental illness must also impair the attorney's ability to apply sufficient learning, skill and diligence necessary to discharge duties arising from employment or provision of legal services.

Calculating Credit Hours

Credit hours are computed based on actual time spent in legal education instruction (actual speaking time, actual time spent viewing a legal education program by video recordings, or listening to audio recordings, the actual time spent preparing materials for publication, and the actual time spent attending a law school class). Hours are rounded up or down to the nearest quarter hour and expressed in decimals. *Formula:* Actual time spent in legal education activity ÷ 60 = Credit Hours

California members do NOT receive credit for break periods, lunch periods, and any non-legal education functions (networking, company business meetings, tours, demonstrations, etc.).

Types of Credit

All credit hours are classified as "participatory" or "self-study". Self-study credit refers to self-verified participation in a legal education activity.

Credit hours may be designated as subfield credit hours in the areas of:

- Legal Ethics
- Detection/Prevention of Substance Abuse or Mental Illness
- Elimination of Bias in the Legal Profession