

Self-Study Application of Self-Reporting Instructions

Credit Type	Instructions
AK CLE	The Alaska Bar Association doesn't discern between live and homestudy courses. Any course or continuing legal education activity approved for credit by a jurisdiction, other than Alaska, that requires continuing legal education is approved for credit in Alaska.
AL CLE	MCLE credit will not be awarded for self-study programs. (MCLE Rule 5.D)
AZ CLE	AZ State Bar does not approve or accredit programs for the Mandatory CLE requirement. Up to 5 credits a year can be earned via self study (CD, DVD, on demand).
AR CLE	Self-study courses are not approved by the Arkansas CLE Board as a means of acquiring CLE credits.
CA CLE	Attorneys need to keep proof of credits if they are ever audited. They record the credit on their "Personal MCLE" log http://www.calbar.ca.gov/Attorneys/MCLE-CLE/Compliance/Report-Compliance
FL CLE	Course can't be older than 18 months or it expires. CLE credit for study involving audio or video tapes, CDs, DVDs, or on-line courses may be given in the same manner as for live CLE courses. Attorney's need to request a copy of course approval form from the sponsor if the course was approved. If course is not previously approved Attorney needs to fill out self-application form and mail into bar along with brochure. No fee to apply. info@theseminargroup.net
GA CLE	6 hours per year can be taken in a distance-learning format. These type of hours are called in-house hours and they are tracked on attorneys' CLE transcripts maintained by the State Bar of Georgia CLE department staff. An attorney can take 6 in-house hours per year and can carry forward 6 CLE hours to the next succeeding year. If a course has not been submitted for approval by the provider then the attorney can apply for the credits by filling out Form 8. If the course has already been approved for credit then the attorney needs to email cle@gabar.org their certificate of attendance (note on cert its a recorded course) The bar will add the credits to their account. https://www.gabar.org/membership/cle/upload/CLE-Form8-Member.pdf
HI CLE	Credit may be claimed for viewing or listening to approved courses presented in an alternate format. Alternate formats may include but are not limited to videotape, audiotape, DVD, remote place viewing, online computer presentations, teleconferencing, computer self-study or other formats hereafter developed. An active member who completes an alternate format CLE course or activity that has been approved for credit may claim the same number of credits the course is advertised as approved for by the provider.
ID CLE	Attorneys can claim only fifteen (15) credits of self-study during each reporting period. Self study credits can be earned through online courses, DVDs, CDs and other recorded formats. Self study courses should be pre-approved for MCLE credit. Check with The Seminar Group to determine if the course has already been approved for self-study credits. If credits haven't been applied for use the form here to apply with the Idaho State Bar, no fee required: https://isb.idaho.gov/wp-content/uploads/mcleapp.pdf

Credit Type	Instructions
MT CLE	Recorded courses are limited to 5.0 credits per year. Check the list of approved CLE programs for the current year to determine if the program has been accredited. If the program appears on the list, send an email to cle@montanabar.org requesting that the course be posted to your record. Please provide the date, location, sponsor, and course number along with your name and State Bar member number. If the course doesn't appear on the list, other types of documentation of CLE accreditation may be submitted. These include program brochures, flyers, or course information downloaded from sponsors' websites. For recorded programs, please submit the written documentation that was provided to you by the sponsoring agency or library. cle@montanabar.org
NV CLE	Nevada Bar members may earn credit hours through self-study. It is advisable to check with the Board to determine whether a program has been approved. They need to self-apply for these credits.
OR CLE	If the program is approved for live credits, the attorney just needs to list the number of credits for the course on their compliance report. If the course wasn't approved then the attorneys needs to self-apply using the form here: http://www.osbar.org/docs/forms/mcle2.pdf
WA MCLE	Attorneys can report on their online WSBA account. Click "add activity" find the course in the list, click, enter date completed. If the activity is not found then the attorney needs to self-apply through their online WSBA account. https://www.mywsba.org/PersonifyEbusiness/Default.aspx?TabID=71

These instructions were updated as of 4/30/19. This is a resource to assist you with getting your self-study credits. Accreditation organizations do make updates to their regulations. If you would like full and up to date information on the rules of continuing education please check with the accrediting organization. If you need further assistance please feel free to email info@theseminargroup.net and we will help you through the process.