Form 8

STATE BAR of GEORGIA

COMMISSION on CONTINUING LAWYER COMPETENCY
104 Marietta St. NW, Suite 100
Atlanta, Georgia 30303
404-527-8710

REQUEST BY THE ATTORNEY FOR APPROVAL OF A SELF-STUDY CONTINUING LEGAL EDUCATION ACTIVITY

PLEASE NOTE: Regulation #5 under Rule 8-106 (B) applies specifically to self-study CLE activities.

1. Name of Attorney: _____

2. Name of Sponsor: _____

3. Sponsor's Full Address (Include Firm's Name):

4. Title of the CLE Activity: _____

5. Date(s): _____

6. Location(s): _____
(city and state) (city and state) (city and state) (city and state)

7. The Sponsor's calculation of the requested number of (A) Total CLE Hours as well as the portions of the total hours devoted to (B) Ethics and (C) Trial topics (Please round the hours to the nearest one-tenth of an hour):

(A) _____ minutes = _____ Total CLE Hours*
60

(B) _____ minutes = _____ Total Ethics Hours*
60

(C) _____ minutes = _____ Total Trial Hours*
60

(D) _____ minutes = _____ Total Professionalism* (Minimum of one (1) per calendar year)
60

*PLEASE SEE THE BACK OF THIS PAGE FOR THE REGULATIONS ON THE COMPUTATION OF CLE HOURS.

8. Submit with this Request the following information:

A. A brochure or other such outline that (1) describes the course content, (2) identifies the faculty and states their qualifications, (3) lists the topics by title, and (4) shows the time schedule for each topic, for breaks, for lunch, etc.

B. One (1) copy of the materials that will be distributed to each attendee. A submission of this form without written materials will only delay the review process. If no materials or only brief outlines will be provided, please attach an explanation showing why this CLE activity meets the accreditation standards contained in the enclosed Rules and Regulations.

C. The required self-study fee for this CLE activity (mandatory for all self-study activities), computed as follows: $4 **x** the total number of approved hours.

10. Provide certificate of completion.

(continued on the reverse side)

11. The attorney acknowledges that this self-study CLE activity may be disapproved and that prior approvals of any CLE activity may be revoked for violations of the enclosed Rules and Regulations or for failure to comply with the agreements and representations contained in this Request.

Date: _____ Sponsor: _____

By: _____

Title: _____

CLE HOURS

1. Only the time of actual instruction counts toward CLE credit hours.

2. Question and answer sessions are considered actual instruction and may be included for CLE credit *provided* such question and answer sessions do not exceed ten (10) minutes per CLE credit hour. For example, a program approved for six (6) total CLE credit hours may include up to one (1) total hour of a question and answer session.

3. CLE credit is not given for:

   Breaks, Business meetings, Introductory remarks, Keynote speeches, Meals, or Speeches in connection with meals.

4. No CLE credit is given for a CLE activity of less than 60 (sixty) minutes in length. A CLE activity means the entire program and not the individual topics. Therefore, a program may include individual topics of less than 60 (sixty) minutes in length.

ETHICS HOURS

Legal ethics refers to the mandatory standards set by the Georgia Rules of Professional Conduct. Ethics programming instructs attorneys on requirements of the rules, provides attorneys with resources to avoid violations and helps attorneys understand how the rules protect the public.

TRIAL HOURS

1. Trial practice courses are defined as CLE exclusively limited to one or more of the following five (5) subjects:

   a. evidence
   b. civil practice and procedure
   c. criminal practice and procedure
   d. ethical conduct of litigation
   e. trial advocacy

2. Due to the "exclusively limited" requirement, trial CLE must be (a) clearly segregated and identified (b) a minimum of one (1) hour in length, and (c) limited to one or more of the five (5) listed subjects in order to receive trial CLE credit. The "exclusively limited" requirement does not prohibit credit for a seminar that deals with one or more of the subjects stated in the Rule in the context of a particular field of trial practice, such as medical malpractice, personal injury defense, criminal cases, construction law, etc.

PROFESSIONALISM HOURS

The Professionalism CLE Guidelines promulgated by the Chief Justice's Commission on Professionalism set the standards for professionalism CLE credit approval in Georgia. The Professionalism CLE guidelines can be found at www.cjcpga.org/professionalism-cle-guidelines/.