

Supreme Court

In re Mandatory Continuing Legal :
Education Regulations :

ORDER

The amendments below to the Mandatory Continuing Legal Education Regulations, approved by the Mandatory Continuing Legal Education Commission pursuant to Article IV, Rule 3.1(c)(2) of the Supreme Court Rules, are hereby approved by the Rhode Island Supreme Court and are effective on July 1, 2018.

MANDATORY CONTINUING LEGAL EDUCATION REGULATIONS

§ 1.3.0. Purpose and Definitions.

* * *

(b) Definitions.

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(2) “Active Practitioner” means an attorney who is required to pay the annual registration fee imposed by the Rhode Island Supreme Court for the current registration period. Attorneys who maintain active status during any portion of the MCLE Reporting Year are subject to MCLE requirements.

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(7) “In-person” means a live continuing legal education program presented in a classroom setting devoted to the program with attendees in the same room as the instructor.

(8) “Late Filing” means the Active Practitioner did complete the requisite courses or credits during the current MCLE Reporting Year, but did not submit or certify the credits prior to June 30th of that reporting year.

(9) “Makeup Filing” means the Active Practitioner did not complete the requisite courses or credits during the current MCLE Reporting Year.

(107) “*MCLE Commission*” means the Rhode Island Mandatory Continuing Legal Education Commission.

(118) “*MCLE Credit Hour*” means fifty (50) minutes spent by an Active Practitioner in instructional programming at an approved continuing legal education activity.

(129) “*MCLE Regulations*” means the Mandatory Continuing Legal Education Regulations adopted by the MCLE Commission and approved by the Rhode Island Supreme Court from time to time.

(130) “*MCLE Reporting Year*” means the time period between July 1 and June 30 of any given fiscal year. The initial MCLE Reporting Year for newly admitted attorneys shall commence the second July 1 after the attorney is sworn in.

~~(11) “*Online*” means continuing legal education programs delivered via the Internet, consisting of on-demand webcast or video lecture in which attendance monitors are present and question and answer opportunity is included.~~

~~(12) “*Simulcast*” means contemporaneous broadcast of a continuing legal education program.~~

(14) “*Teleseminar*” means a live continuing legal education program broadcast via telephone to remote locations (i.e., a classroom setting or a central listening location) or to individual attendee telephone lines. Attendees may participate in the program in a group setting or individually. Question and answer opportunity is made available.

(15) “*Video Replay*” means continuing legal education programs delivered via the Internet, consisting of on-demand, not live, webcasts/webinars (recorded online courses), or video lectures. Question and answer opportunity is not made available.

(16) “*Webcast/Webinar*” means a live continuing legal education program broadcast via the Internet to remote locations (i.e., a classroom setting or a central viewing or listening location) or to individual attendees. Attendees may participate in the program in a group setting or individually. Question and answer opportunity is made available.

§ 1.3.1. MCLE Commission.

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(c) Members shall be appointed for a three (3) year term. ~~Five Seven~~ (57) members shall constitute a quorum, which shall be sufficient to conduct business.

§ 1.3.2. MCLE Requirements.

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(b) Exemptions – Subsection (a) of § 1.3.2 shall not apply to the following:

- (1) An Active Practitioner who suffers a disability which makes physical attendance at continuing legal education programs an extreme hardship may file annually via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~ a request for a substitute program in lieu of attendance and shall therein propose the alternative continuing legal education program the Active Practitioner can undertake, together with a doctor's letter specifically stating the Active Practitioner's inability to participate in MCLE. The MCLE Commission shall review and approve or disapprove such alternate programs or waivers on an individual basis;
- (2) Other requests for alternative continuing legal education programs, waivers, or exemptions for good cause shall be submitted annually to the MCLE Commission with full explanation of the circumstances supporting the request (**Appendix G** via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~);

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- (10) Attorneys who are active full-time, military personnel are exempt from the requirement, but must certify said status on the summary reporting form (Appendix G via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~).

§ 1.3.3. “Rhode Island Bridge the Gap” Requirement.

(a) The “Rhode Island Bridge the Gap” requirement is a mandatory one-day course, which shall be taken by each newly admitted attorney no later than the end of the first full MCLE Reporting Year after admittance to the Rhode Island Bar.

- (1) This requirement applies to all newly admitted attorneys to Rhode Island, unless the newly admitted attorney:
 - (i) ~~H~~has been admitted in another jurisdiction for three (3) years or more; and
 - (ii) Submits a certificate of good standing to the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~ attesting to the fact that the attorney ~~he or she~~ has been admitted in another jurisdiction for the prescribed period.

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- (3) Date of attendance shall be filed with the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~.

(b) Filing and Records - On or before June 30 of the MCLE Reporting Year, each attorney shall file the date of attendance with the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~ documenting compliance with this requirement. Each attorney

shall maintain such records as may be required to substantiate the attorney's ~~his or her~~ compliance for a period of three (3) years following the close of the MCLE Reporting Year.

(c) The Rhode Island Bar Association or an educational institution approved by the Supreme Court shall sponsor the "Rhode Island Bridge the Gap" course. The course shall be offered as a Video Replay Online as well as In-person; ~~and the Supreme Court shall set~~ The fees for the course, whether In-person or on Video Replay, shall be set by the Supreme Court as deemed necessary.

(d) The MCLE Commission shall grant no exemptions or extensions unless exceptional circumstances apply. An Active Practitioner may file a waiver or makeup ~~make-up~~ consideration with the MCLE Commission via the MCLE the Rhode Island Supreme Court Attorney Portal fully explaining the exceptional circumstances that caused the need for a waiver or extension. The MCLE Commission shall review each request on an individual basis.

* * *

(f) **Failure to Comply** - ~~An~~ newly admitted attorney's who fails ~~are~~ to comply with the requirements of Article IV, Rule 3.3 and this subsection ~~MCLE Regulation § 1.3.3~~ by the end of the first full MCLE Reporting Year after the said attorney is admitted to the Rhode Island Bar, shall be assessed a makeup ~~make-up~~ filing fee and shall be removed from the Master Roll of Attorneys without further notice. An attorney whose name has been removed from the Master Roll of Attorneys and who practices law or who holds himself or herself ~~himself or herself~~ out in any manner to the public or to another person as being competent, qualified, authorized, or entitled to practice law in this state is engaged in the unauthorized practice of law and may be subject to the disciplinary procedures of the Supreme Court.

- (1) An attorney whose name has been removed from the Master Roll for failure to comply with Article IV, Rule 3.3 and this subsection ~~MCLE Regulation § 1.3.3~~ may be reinstated upon completing the "Rhode Island Bridge the Gap" ~~required~~ course and payment of paying the makeup or late ~~make-up~~ filing fee, plus reimbursement of the additional costs of collection, if any, within six (6) months of the initial filing deadline (June 30). (See **Appendix C**, Schedule of Fees.) Reinstatement after having been removed from the Master Roll for a period of less than six (6) months may be completed via the MCLE Portal.
- (2) ~~If~~ An attorney's whose name has been removed from the Master Roll for failure to comply with subsection (f)(1) for a period in excess of ~~exceeds the~~ six (6) months period set forth in subsection (f)(1), the attorney shall file an application with the Supreme Court seeking reinstatement, in accordance with Article IV, Rule 1(e), and provide a copy to the Supreme Court's Disciplinary Counsel and the MCLE Commission. The applicant for reinstatement shall submit an affidavit with the application attesting that the applicant ~~he or she~~ has not been disciplined in this or any other jurisdiction, that the applicant is not the subject of any pending disciplinary charges, and the applicant is not aware of any reason why the application should not be granted. ~~The~~ Disciplinary Counsel shall provide the Supreme Court with a Report

and Recommendation on the application within thirty (30) days after receiving the application.

- (3) An attorney in the practice of law in another jurisdiction who is removed from the Master Roll for failure to comply with Article IV, Rule 3.3 and MCLE Regulation § 1.3.3 shall, in addition to the prerequisites stated above, ~~shall~~ provide to the Supreme Court a certificate from the appropriate disciplinary tribunal of the jurisdiction in which the attorney ~~he or she~~ has been practicing law that:
- (i) The attorney ~~he or she~~ is a member in good standing of the bar in such jurisdiction; and
 - (ii) T~~h~~at no disciplinary action is pending against the attorney ~~him or her~~ in the other ~~said~~ jurisdiction.

§ 1.3.4. Credits and Computation.

(a) MCLE credit(s) for Approved Program or Activity attendance will be awarded on the basis of one (1) credit hour for each fifty (50) minutes actually spent in attendance. One-half credit shall be awarded for:

- (~~1i~~) Approved Programs or Activities exceeding standard credit increments by at least twenty-five (25) minutes (e.g. seventy-five (75) minutes = 1½ credits); and
- (~~2ii~~) Legal ethics presentations of at least twenty-five (25) minutes duration, whether stand-alone or included in a larger program.

Credits are calculated by rounding down to the nearest half credit (e.g. 1.8 credits will be awarded 1.5 credits). NO credit will be allowed for any program of less than twenty-five (25) minutes duration, regardless of the topic.

* * *

(c) MCLE credit will not be given for any course taken before admission to the Rhode Island Bar. Although newly admitted attorneys are exempted from reporting in the current and next full MCLE Reporting Year, the attorney may submit a maximum of ten (10) credits from the date of the attorney's admission to be applied towards the first MCLE Reporting Year.

(d) MCLE credit may be earned through enrollment in formal education of a postgraduate nature, either for credit or by audit, in an ABA accredited law school. The MCLE Commission will award one (~~1~~) ~~credit~~ MCLE Credit Hour for each fifty (50) minutes of class attendance. The course credit hours allotted by the law school shall not be a consideration.

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(h) The MCLE Commission will award teaching credits, with an annual limitation of six (6) credit hours, ~~two (2) extra credit hours for each fifty (50) minutes that to~~ an Active

Practitioner ~~who teaches spends teaching~~ an Approved Program or Activity and submits an **Appendix F** on the MCLE Portal, i.e., a total of ~~three (3) hours for each fifty (50) minutes with an annual limitation of six (6) credit hours~~. Rules for course accreditation, ~~s~~Standards, and teaching qualifications are provided herein in **Appendix A**, Accreditation Guidelines for Continuing legal Education Activities, MCLE Regulation § 1.3.7, Standards, and **Appendix B**, Teaching Qualifications, respectively.

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(j) The MCLE Commission may award credit for research activities upon application via the MCLE the Rhode Island Supreme Court Attorney Portal by attorneys engaged in such activities, provided the activity:

- (1) ~~H~~has produced published findings in the form of articles, chapters, monographs, or books personally authored in whole, or in part, by the applicant; and
- (2) ~~C~~ontributes substantially to the continuing legal education of the applicant and other attorneys.

Such credit(s) shall not exceed five (5) MCLE Credit Hours per MCLE Reporting Year annual registration period. The MCLE Commission will, upon publication and submittal, judge applications on a case-by-case basis as to acceptability, and if so found, the number of credit hours allowed. (**Appendix E**, Authorship Credit, via the MCLE Rhode Island Supreme Court Attorney Portal.)

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(l) A maximum of ~~six three (63) credits per MCLE Reporting Year~~ may be earned for Video Replay Online courses (see also ~~MCLE Regulation § 1.3.5(k) and Appendix D~~). ~~Except where carryover credit limitation applies there is no limit on Simuleast credit accrual.~~

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(n) An Active Practitioner who principally practices in any MCLE jurisdiction other than Rhode Island, who is deemed in compliance with that other jurisdiction's MCLE requirement for the MCLE Reporting Year, shall be deemed in compliance with Rhode Island only if the MCLE Commission receives, by June 30 of the MCLE Reporting Year, an official transcript or certification from the other jurisdiction accompanied by the filing form prescribed by the MCLE Commission and filed by the practitioner via the MCLE the Rhode Island Supreme Court Attorney Portal.

(o) No more than one (1) MCLE credit will be granted for acting as a judge, facilitator, or trainer in a moot or mock trial competition or seminar per MCLE Reporting Year. Such credit will only be granted if student critiquing is part of the Active Practitioner's contribution to the competition.

§ 1.3.5. Accredited Sponsor Approval.

(a) In order to obtain and maintain accreditation, sponsors of MCLE courses or activities must comply with the following minimum requirements via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~:

- (1) The sponsor must develop and implement methods to evaluate the sponsor's ~~its~~ course offerings to determine their effectiveness and, upon request from the MCLE Commission, provide course evaluations by attendees; and

* * *

(b) A law firm, corporate legal department, or government agency may apply to the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~ for approval of credit for an In-house course or activity. In addition to the Standards set forth in Article IV, Rule 3.7 and MCLE Regulation § 1.3.7, a minimum of seven (7) lawyers, including the instructor, must attend the course or activity for the course or activity ~~it~~ to qualify for MCLE credit, and the In-house MCLE activity shall meet the following minimum requirements:

* * *

(f) There are three (3) types of fees associated with Accredited Sponsor status. First, the Accredited Sponsor offering more than two (2) credits per MCLE Reporting Year shall pay an annual accreditation fee plus an application fee per course. In the remaining two (2) types, the Accredited Sponsor shall pay a limited annual accreditation fee based upon the number of credits (one (1) or two (2) credits) for the Approved Program or Activity within the MCLE Reporting Year. (See **Appendix C**, Schedule of Fees.)

(g) A sponsor wishing to apply for Accredited Sponsor status shall submit to the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~, information on any continuing legal education programs planned for the current application year. The MCLE Commission may, at its discretion, request submission of course materials for inspection (**Appendix D**).

(h) Sponsors of courses which have been accredited or approved may announce in informational brochures or registration materials: "Subject to Article IV, Rule 3 of the Rhode Island Supreme Court Rules, this course has been approved by the Mandatory Continuing Legal Education Commission for a maximum of _____ CLE credits, inclusive of _____ legal ethics credits."

* * *

(k) In case of In-person, Webcast/Webinar, and Teleseminar courses ~~telephonic, video, and sound tape presentations~~, a qualified person must be in attendance and shall be the one who, by academic or professional qualifications, possesses the knowledge to interact with the audience to supplement the presentation and answer questions. Commentary and question-and-answer

segments should occur at a meaningful time during the program, preferably after each subject matter break. ~~In the case of Online courses, instruction must occur via a live webcast or video of lecture and attorneys must be able to interact with faculty via email or other contemporaneous method such as a discussion board. Attendance prompts or other computerized monitoring are required.~~

(I) For Webcast/Webinar, Teleseminar, and Video Replay courses, attendance prompts are required.

§ 1.3.6. Individual Course Approval.

An individual attorney may apply to the MCLE Commission via the MCLE the Rhode Island Supreme Court Attorney-Portal for approval for credit of a continuing legal education course or activity in such manner as set forth in Article IV, Rule 3.7 and MCLE Regulation § 1.3.7.

§ 1.3.7. Standards.

(a) A continuing legal education course, program, or activity shall meet the following minimum standards in order to be approved for MCLE credit:

- (1) ~~It shall~~ Be of significant intellectual and practical content such that the course, program, or activity ~~it~~ will contribute to the growth of an attorney's professional competence and skills;
- (2) ~~The~~ Its subject matter shall be directly or supportively relevant to the practice of law and/or legal ethics (**Appendix A**);
- (3) ~~It shall~~ Be conducted by a person or persons qualified professionally to present the subject matter involved;
- (4) ~~It shall~~ Be presented in a classroom, meeting room, or lecture hall conducive to a meaningful educational experience;
- (5) ~~The~~ Its content shall be presented in a multi-mode fashion, utilizing oral presentations and may be supplemented with written, digital, and/or electronic materials ~~hand-outs and texts~~. All materials shall meet the highest professional standards in terms of their timeliness, organization, and detail; and
- (6) ~~It shall utilize~~ Vvideo and audio presentations may be utilized in addition ~~only as an adjunct~~ to oral and written presentations.

§ 1.3.8. Filing and Records.

(a) When an Active Practitioner completes the annual MCLE requirements set forth in Article IV, Rule 3.2 and MCLE Regulation § 1.3.2, the Active Practitioner ~~he or she~~ shall promptly report such fact to the Director via the MCLE the Rhode Island Supreme

Court Attorney Portal (**Appendix G**, Summary Reporting Form).

(b) In cases where a program sponsor either failed to supply certification, the same was supplied or lost, or certification was not available (e.g. scholarly writing), the Active Practitioner shall certify the Active Practitioner's ~~his or her~~ attendance in **Appendices D** and **G** via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~.

(c) Each Active Practitioner must report the status of the Active Practitioner's ~~his or her~~ compliance, waiver, or exemption annually not later than June 30 of each MCLE Reporting Year (**Appendix G** via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~).

(d) Any documentation received by the Director after July 15 (Tier I), October 1 (Tier II), or after January 1 (Tier III) for the prior MCLE Reporting Year will subject the Active Practitioner to a progressive makeup or late filing fee (**Appendix C**, Schedule of Fees).

(e) As set forth in Article IV, Rule 3.5(c)(3), any Accredited Sponsor must apply for course approval thirty (30) days prior to the course date as well as report attorney attendance no later than thirty (30) days after the course date via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~. Attorney attendance received by the MCLE Commission from the Accredited Sponsor after thirty (30) days from the date of the course will be subject to a late fee. (See Post 30-Day Accredited Sponsor Late Fee in **Appendix C**.)

* * *

(h) The Active Practitioner may review the Active Practitioner's ~~his or her~~ continuing legal education record via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~.

§ 1.3.9. Failure to Comply - Sanctions.

(a) An Active Practitioner who fails to fulfill the educational requirements of MCLE shall correct the Active Practitioner's ~~his or her~~ failure to comply with the requirements of this rule within ninety (90) days (Tier I) of the date of the notice of delinquency, or be subject to possible sanctions by the Supreme Court. A fee will be assessed for makeup ~~make-up~~ filing or for late filing (see **Appendix C**, Schedule of Fees).

(b) For any makeup ~~make-up~~ credits received after the ninety (90) day makeup ~~make-up~~ period has elapsed (Tier II), the Active Practitioner shall be assessed double the published makeup ~~make-up~~ filing fee (**Appendix C**).

(c) If an Active Practitioner does not correct the Active Practitioner's ~~his or her~~ failure to comply with the requirements of MCLE within one hundred eighty (180) days of the date of the notice of delinquency (Tier III), the Active Practitioner shall be removed from the Master Roll of Attorneys without further notice.

(1) An Active Practitioner ~~attorney~~ whose name has been removed from the Master Roll for failure to comply with MCLE may, ~~within six (6) months~~ of

~~the removal date~~, be reinstated ~~via the Rhode Island Supreme Court Attorney Portal~~ upon completing ~~on~~ and filing ~~of~~ the courses, payment of the makeup or late make-up filing fee, filing certification of proof with the MCLE Commission via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~, and payment of a reinstatement fee within six (6) months of the removal date.

- (2) Any Active Practitioner ~~attorney~~ whose name has been removed from the Master Roll for failure to comply with this rule for a period in excess of six (6) months shall file an application with the Supreme Court seeking reinstatement, in accordance with Article IV, Rule 1(e), and provide a copy to the Supreme Court's Disciplinary Counsel and the MCLE Commission. The applicant for reinstatement shall submit an affidavit with the application attesting that the applicant ~~he or she~~ has not been disciplined in this or any other jurisdiction, that the applicant is not the subject of any pending disciplinary charges, and that the applicant is not aware of any reason why the application should not be granted. ~~The~~ Disciplinary Counsel shall provide the Supreme Court with a Report and Recommendation on the application within thirty (30) days.

(d) An Active Practitioner ~~attorney~~ engaged in the practice of law in another jurisdiction who is removed from the Master Roll for failure to comply with this Regulation shall, in addition to the prerequisites contained in these Regulations, ~~shall~~ provide to the Supreme Court a certificate from the appropriate disciplinary tribunal of the jurisdiction in which the attorney ~~he or she~~ has been practicing law that:

- (1) The Active Practitioner ~~attorney he or she~~ is a member in good standing of the bar in such jurisdiction; and
- (2) That no disciplinary action is pending against the Active Practitioner ~~attorney him or her~~ in the other ~~said~~ jurisdiction.

(e) An Active Practitioner aggrieved by the refusal of the MCLE Commission to approve the Active Practitioner's ~~his or her~~ certification of proof may file a petition for review by the Supreme Court.

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§ 1.3.11. Reinstatement Procedures.

Any attorney removed from the Master Roll for failure to comply with Article IV, Rule 3 and the MCLE Regulations, may be reinstated in accordance with Article IV, Rules 1(c) and 3.9 and MCLE Regulations §§ 1.3.9(c) and/or (d).

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§ 1.3.14. Confidentiality.

Subject ~~always~~ to the direction of the Supreme Court, the files, records, and proceedings of the MCLE Commission, as they may relate to or arise out of the failure of

an attorney to satisfy these continuing legal education requirements, shall be confidential. At such time as the Director issues a notice that an Active Practitioner has failed to meet MCLE requirements, in accordance with federal and state law, the MCLE record of that attorney shall be open to public scrutiny. The MCLE Commission may, in anonymous fashion, abstract statistical studies for use by the Commission.

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APPENDIX B

TEACHING QUALIFICATIONS

Teaching an Approved Program or Activity to persons pursuing a degree other than a J.D., L.L.B., L.L.M., or S.J.D degree for a semester (fifteen (15) weeks) or a trimester (ten (10) weeks) will qualify for teaching credit at a rate of six (6) teaching credits per MCLE Reporting Year.

Teaching an Approved Program or Activity to persons pursuing a J.D., L.L.B., L.L.M., or S.J.D degree for a semester (fifteen (15) weeks) or a trimester (ten (10) weeks) will qualify for teaching credit at a rate of ten (10) teaching credits per MCLE Reporting Year. Six (6) of these credits will be awarded for teaching and four (4) will be awarded as general credit.

A single instructor of an Approved Program or Activity teaching for less than a semester (fifteen (15) weeks) or trimester (ten (10) weeks) will qualify for teaching credits by multiplying the total number of minutes of instruction by three (3) and dividing this total by fifty (50) minutes for the MCLE Credit Hour.

Multiple instructors (more than one (1) instructor presenting during the course or session), moderators of a panel, and/or panel participants on a teaching panel will qualify for teaching credit at a rate of two (2) times the total minutes of instruction divided by fifty (50) minutes for the MCLE Credit Hour.

Teaching an Approved Program or Activity under the following circumstances does not qualify for teaching credit ~~at a rate of three (3) credits for each mandatory continuing legal education hour of presentation:~~

1. Actual instruction time was less than twenty-five (25) minutes;:-
2. ~~Written M~~materials were not distributed;:- and
3. ~~Teaching was directed to an audience of which a majority was non lawyers.~~
4. ~~Presentation was to persons pursuing a degree other than a J.D., L.L.B., L.L.M., or S.J.D.~~
5. ~~Presentation was to persons preparing for admission to the practice of law.~~
3. Presentation was to less than six (6) students not including the instructor.

APPENDIX C

SCHEDULE OF FEES

The following fee schedule is adopted by the Mandatory Continuing Legal Education Commission to be effective July 1, 2018~~2~~:

MCLE Regulation Section Number		Amount
§ 1.3.3(f)	<u>Rhode Island Bridge the Gap Late Filing Fee</u>	<u>\$ 50.00</u>
§ 1.3.3(f)	Rhode Island Bridge the Gap Makeup make-up Filing Fee	\$ 100.00
§ 1.3.5(f)	Accredited Sponsor Annual Fee	\$ 250.00
§ 1.3.5(f)	Accredited Sponsor Limited Annual Fee	
	One <u>(1)</u> Credit per MCLE Reporting Year	\$ 75.00
	Two <u>(2)</u> Credits per MCLE Reporting Year	\$ 100.00
§ 1.3.5(f)	Application Fee per Course	\$ 45.00 ¹
§ 1.3.8(d)	Late Filing of MCLE. <u>Late Filing Fee</u> if filed:	
	July 15 to September 30 <u>(Tier I)</u>	\$ 50.00
	October 1 to December 31 <u>(Tier II)</u>	\$ 100.00
	January 1 to June 30 (Tier III)	\$ 150.00
§ 1.3.8(e)	Post 30-Day Accredited Sponsor Late <u>Attendance</u> Fee	\$ 30.00
§ 1.3.9(a)	<u>Makeup</u> make-up Filing Fee (Tier I)	\$ 100.00
§ 1.3.9(b)	<u>Makeup</u> make-up Filing Fee (Tier II)	\$ 200.00

¹ Sponsor submission of courses/programs for approval by the MCLE Commission should adhere to the following procedures depending upon mode of instruction. If a course is offered as In-person and/or Webcast/Webinar AND as a Video Replay, the sponsor shall submit two (2) course applications as indicated below:

1. In-person and/or Webcast/Webinar (any number of credits) – Completion of Appendix D and payment of \$45.00 course application fee.
2. Video Replay (a minimum of .50 credits and a maximum of six (6) credits) - Completion of Appendix D, course title must be followed by wording of “- Video Replay,” and payment of a \$45.00 course application fee.

§ 1.3.9(c) Reinstatement Fee for a Period Less Than Six (6) Months \$ 75.00

Reinstatement Fees for a Period in Excess of Six (6) Months Pursuant to Article IV, Rule 1(e) **Amount**

Less Than Three (3) Years \$ 375.00

Greater Than Three (3) Years \$ 525.00

APPENDIX D

COURSE ACCREDITATION

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2. Methods of Presentation

In-person Faculty in room with participants site	Teleseminar Telephone to broadcast
Video Replay Satellite	Webcast/Webinar Audiotape presentation
Videotape presentation	Discussion leader present
Online course	

* * *

4. Educational Activity

Course title	Location
Date	Writing surface available

* * *

7. Description of Materials to be Distributed

Total pages	Unb Bound copies
Bound/Book Loose-leaf	CD/DVD/Flash drive

* * *

9. Required Attachments to the Application

Certificate of Attendance/Agenda/time schedule (brochure, course outline, course description)
Faculty name(s) and credentials (if not in brochure or description)

* * *

APPENDIX F

TEACHING ACCREDITATION

1. Sponsor Details

Year

Address

Sponsor Name

Telephone

2. Instructor Classification

Served as instructor – Single instructor – One (1) session only (maximum of six (6) teaching credits per MCLE Reporting Year)

Served as instructor – Panel member – More than one (1) instructor during session (maximum of six (6) teaching credits per MCLE Reporting Year)

Served as instructor – Moderator of panel (maximum of six (6) teaching credits per MCLE Reporting Year)

Served as instructor – Semester/trimester course teaching to non-attorneys, non-legal degree seeking students (awarded maximum of six teaching (6) credits per MCLE Reporting Year)

Served as instructor – Semester/trimester course teaching to attorneys or legal degree seeking students (awarded maximum of six (6) teaching credits per MCLE Reporting Year plus four (4) general credits for a total of ten (10) credits)

2. Educational Activity

Course title

Location

Date

3. Description of Materials to be Distributed

Bound/Book

Unbound copies

CD/DVD/Flash drive

4. When are Materials Distributed?

Before program

Other

At program

5. Required Attachments to the Application

Syllabus/Timed agenda/Course description

Instructor credentials /Curriculum vitae

6. Total Minutes of Instruction

Teaching credits

General credits

Total

APPENDIX G

SUMMARY REPORTING FORM

MCLE REPORTING YEAR ENDS JUNE 30

The paper Appendix G form has been replaced by electronic filing via the MCLE ~~the Rhode Island Supreme Court Attorney Portal~~ located at www.courts.ri.gov. The electronic Appendix G must be completed annually no later than June 30 certifying accrual of a minimum of ten (10) MCLE credits inclusive of a minimum of two (2) legal ethics credits.

* * *

*NOTE: Video Replay Online (on-demand) Internet courses are limited to six three (63) credits per year. Webcast/Webinar and Teleseminar course credits are Simulcast (live webinars) via Internet is unlimited.

* * *

Judge, facilitator, or trainer in a moot or mock trial competition or seminar is limited to one (1) credit per year.

Entered as an Order of this Court this *31st* day of *May 2018*.

_____/s/
Suttell, C.J.

_____/s/
Goldberg, J.

_____/s/
Flaherty, J.

_____/s/
Robinson, J.

_____/s/
Indeglia, J.