



# THE SUPREME COURT *of* OHIO

65 South Front Street Columbus, Ohio 43215-3431

CIE Form #7

## CREDIT REQUEST FOR TEACHING AT AN APPROVED CIE ACTIVITY

(Please submit a separate Form #7 for each Activity taught.)

Ohio CIE Activity #: \_\_\_\_\_

1. Interpreter: \_\_\_\_\_ CIE #: \_\_\_\_\_

2. Address of Interpreter: \_\_\_\_\_  
\_\_\_\_\_ Telephone: \_(\_\_\_\_)\_\_\_\_\_

3. CIE Activity Sponsor: \_\_\_\_\_

4. Address of Sponsor: \_\_\_\_\_  
\_\_\_\_\_ Telephone: \_(\_\_\_\_)\_\_\_\_\_

5. Name of Contact Person: \_\_\_\_\_

6. Title of CIE Activity: \_\_\_\_\_

7. Date and Location of Activity: \_\_\_\_\_

8. For how many CIE hours has this Activity been approved? \_\_\_\_\_

9. Title of Presentation Segment: \_\_\_\_\_

10. Total Minutes of actual presentation: \_\_\_\_\_ (including breakdown for each segment taught)

General: \_\_\_\_\_ Ethics: \_\_\_\_\_

11. Was this an Initial Presentation: \_\_\_\_ Or a Repeat Presentation: \_\_\_\_ (check what applies)

12. Was this presentation a panel discussion? \_\_\_\_ How many were on the panel? \_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

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CIE Office Use Only

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General: \_\_\_\_\_ Ethics: \_\_\_\_\_

- (A) A maximum of 12 hours credit for teaching may be added to an interpreter's CIE file in any one biennium.
- (B) Presentations accompanied by thorough, high quality, readable and carefully prepared written materials qualify for CIE credit hours on the basis of three (3) credit hours for each hour taught for the first presentations only.
- (C) Repeat presentations receive one (1) credit hours for each hour taught.
- (D) Attendance at the remaining presentations will earn one (1) credit hour for each hour attended.
- (E) CIE credit is not given for:
  - Welcome/Introductions/Breaks/Meals
  - Business Meetings
  - Opening/Closing remarks
  - Speeches (including Keynote speeches)
  - Presentations concurrent with the consumption of a meal (subtract 30 minutes for boxed lunch, 45 minutes for buffet-style meal, and 60 minutes for plated meal with servers).

**FORM 7 MUST BE SUBMITTED TO LANGUAGE SERVICES WITHIN THIRTY (30) DAYS AFTER THE PRESENTATION OF THE APPROVED CIE ACTVIITY.**