

**REQUEST FOR CLE CREDIT FOR TEACHING AT AN ABA ACCREDITED LAW SCHOOL  
(CCLE Form 3)**

Please email completed form to:  
[CCLE@sc.ohio.gov](mailto:CCLE@sc.ohio.gov)

<p><u>Date Received by Office of Attorney Services</u></p>
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**Attorney Information**

1. Ohio Registration Number:
2. Name of Attorney:
3. Address:
4. Telephone Number:
5. Email Address:

**Law School Information**

6. Name of Law School: Address: Telephone Number: Website:
7. Full-Time Faculty <input type="checkbox"/> Adjunct Faculty or Part-Time Professor <input type="checkbox"/>
8. If Adjunct Faculty or Part-Time Professor, was this: <input type="checkbox"/> First time course was taught <input type="checkbox"/> Repeat course
9. Semester Dates Taught (e.g. 1/5/14-5/15/14 – Winter Semester):

10. List title of course(s) taught and the number of semester hours awarded for the course.

Title of Course	Semester Hours	General	Professional Conduct

**Requests for CLE credit must be submitted within 30 days after the course is completed.**

I hereby affirm that I taught the above course(s) for the semester as stated above.

Attorney Signature \_\_\_\_\_ Date \_\_\_\_\_

**CCLE OFFICE USE ONLY**

Ohio Registration Number: \_\_\_\_\_ Activity Code Number: \_\_\_\_\_  
 Law School Teaching Credit Awarded: General Hours \_\_\_\_\_ Professional Conduct Hours \_\_\_\_\_

Pursuant to Gov. Bar R. X, Sec. 5 (C) and CCLE Reg. 401.2, an attorney or judge may receive CLE credit for teaching at an ABA accredited Law School as follows:

1. A semester hour is defined as the number of academic credit hours received by a student for successfully completing a specific higher education course.
2. The Commission may allow three credit hours for each semester hour of a course taught by an adjunct or part-time professor at a law school accredited by the American Bar Association the first time the course is taught by that professor and one-half credit hour for each semester hour the course is subsequently taught by that professor.
3. The Commission may allow one-half credit hour for each semester hour taught by a full-time professor at a law school accredited by the American Bar Association.
4. Prorated credit may be granted for quarter or trimester hours.
5. The Attorney or Judge shall submit an application for credit in a manner authorized by the Commission within thirty days after the last day of the course.
6. An Attorney or Judge shall not receive CLE Credit for hours taught at any other accredited higher education institution.