

**REQUEST FOR CREDIT FOR TEACHING
AT AN APPROVED CLE ACTIVITY
(CCLE Form 2)**

Please mail completed form to:
The Supreme Court of Ohio
Commission on CLE
65 South Front Street, 5th Floor
Columbus, Ohio 43215-3431

Date Received by Office of Attorney Services

Attorney Information

1. Ohio Registration Number:

2. Name of Attorney:

3. Address:

4. Telephone Number:

5. Email Address:

Activity Information

6. Ohio Activity Code Number:

7. CLE Activity Sponsor:

8. Title of CLE Activity:

9. Date and Location of CLE Activity:

10. Total Number of Credit Hours Awarded for CLE Activity:

11. Title of Presentation Segment:

12. Total Hours of actual presentation: _____
General Hours _____ Professional Conduct Credit Hours _____

13. Was your presentation an: Initial Presentation Repeat Presentation

14. Was this presentation a panel discussion? Yes No

I hereby affirm that I have taught the above presentation for the number of hours stated above.

Attorney Signature _____ Date _____

CCLE OFFICE USE ONLY

Ohio Registration Number: _____ Activity Code Number: _____

Teaching Credit Awarded: General Hours _____ Professional Conduct Credit Hours _____

Instructions/Attorney Obligations

Requests for teaching credit (CCLE Form 2) must be submitted to the Commission within 30 days after the presentation of the approved CLE activity. Requests submitted more than thirty days after the activity, must be submitted with the \$25 late fee, check or money order only, made payable to the Supreme Court of Ohio.

Request for credit for attendance at the remainder of the CLE activity must be made on Form 1(a) for out of state activities or by electronic submission by the sponsor for Ohio activities.

Presentations accompanied by thorough, high quality, readable and carefully prepared written materials qualify for CLE credit hours on the basis of three credit hours for each hour taught for the first presentations only.

Repeat Presentations receive one credit hour for each hour taught.

Panel Presentations receive double credit for each hour taught.

Attendance at the remaining presentations will earn one credit hour for each hour attended.

An attorney or judge may receive a maximum of one-half the required hours of CLE Credit for teaching during a biennial reporting period.

CLE credit is not given for:

- Breaks
- Business meetings
- Opening or closing remarks