

**APPLICATION FOR RECOGNITION AS AN ESTABLISHED SPONSOR  
(CCLE Form 7)**

Please return completed form to:  
[CCE@sc.ohio.gov](mailto:CCE@sc.ohio.gov)

Date Received by Office of Attorney Services

**APPLICATION FOR RECOGNITION AS AN ESTABLISHED SPONSOR**

1. Name of Organization:

☐ For Profit Organization    ☐ Non-Profit Organization

2. Address:

3. Name of Contact Person:

4. Website:

5. Telephone Number:

6. Email Address:

7. Briefly describe the history of your institution and its involvement in CLE.

8. What is the approximate number of CLE activities you conduct each year? \_\_\_\_\_

Of the total number, how many have been approved by the Ohio CLE Commission? \_\_\_\_\_

9. Describe the geographic region your organization serves.

10. Is your organization a member of the Association of CLE Administrators (ACLEA)?

☐ Yes    ☐ No

If yes, year of initial membership \_\_\_\_\_

11. Is your organization an accredited sponsor in other mandatory CLE states?

☐ Yes    ☐ No

**CCLE OFFICE USE ONLY:**

Sponsor Number:

☐ Granted    ☐ Denied

By:

Date:

Reason for denial:

## **Instructions for Applying for Designation as an Established Sponsor**

The Commission on Continuing Legal Education (Commission) may designate a Sponsor as an Established Sponsor if the Sponsor (1) is not primarily a provider of Special Programs and (2) demonstrates to the Commission by clear and convincing evidence that continuing legal education activities offered by it have consistently met the standards set forth in [CLE Regulation 406](#).

Designation as an Established Sponsor shall be for a term not to exceed one year and may be renewed by the Commission annually if the Established Sponsor continues to meet the criteria required for Established Sponsor status.

CLE activities presented by Established Sponsors (other than New Lawyers Training courses) shall be deemed to be approved, but may be reviewed and will be subject to denial if they do not meet the requirements set forth in Gov. Bar R. X and the CLE Regulations.

Established Sponsors shall pay the annual fee by January 1 of each year.

Established Sponsors must announce each CLE activity at least thirty days prior to the presentation of the activity.

Established Sponsors must submit to the Commission all requests for CLE credit no later than thirty days after the presentation of the activity.

Established Sponsor status may be revoked if the Commission determines that the annual fee has not been paid; the quality of the CLE activities does not meet the standards set forth in the CLE Regulations; or the Sponsor has violated the CLE regulations.

If the application is accepted and the sponsor is designated as an Established Sponsor, the sponsor will be invoiced for the Sponsor fee. Payment must be completed before the approved sponsor receives the Established Sponsor Status.

To see Regulation 901 fee schedule for Established Sponsors, please click [here](#).