

Oregon State Bar CLE Seminars

Recordkeeping Form (Do Not Return This Form to the Bar)

Instructions:

Pursuant to MCLE Rule 7.2, every active member shall maintain records of participation in *accredited* CLE activities. You may wish to use this form to record your CLE activities, attaching it to a copy of the program brochure or other information regarding the CLE activity. **Do not return this form to the Oregon State Bar. This is to be retained in your own MCLE file.**

Name:	Bar Number:		
Sponsor of CLE Activity:	Oregon State Bar CLE Seminars Department		
Title of CLE Activity:	2017 Practitioner’s Guide to the Oregon Construction Contractors Board		
<i>Activity has been accredited by the Oregon State Bar for the following credit:</i>	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%; padding: 5px;">3 General CLE credits and 1 Elder Abuse Reporting credit</td> <td style="width: 40%; padding: 5px;">Program Number: 1*4377</td> </tr> </table>	3 General CLE credits and 1 Elder Abuse Reporting credit	Program Number: 1*4377
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<input type="checkbox"/> Oregon State Bar Center—December 7, 2017			
<input type="checkbox"/> Self-Study with Video or Audio Product (Date): _____			
<input type="checkbox"/> Full Credit. <i>I attended the entire program for the total authorized credits.</i>			
<input type="checkbox"/> Partial Credit. <i>I attended _____ hours of the program and am entitled to the following credits:</i>			
_____	General		
_____	Professional Responsibility/Ethics		
_____	Access to Justice		
_____	Child Abuse Reporting		
_____	Elder Abuse Reporting		
_____	Practical Skills		
_____	Personal Management Assistance		

Credit Calculation:

One MCLE credit may be claimed for each 60 minutes of actual participation. Do not include registration, introductions, business meetings, or programs less than 30 minutes. MCLE credits may not be claimed for any activity that has not been accredited by the MCLE Administrator. If the program has not been accredited by the MCLE Administrator, you must submit a Group CLE Activity Accreditation application (see MCLE Form 2). **Caveat:** If the actual program length is less than the credit hours approved, Oregon State Bar members are responsible for making the appropriate adjustments in their compliance reports. Adjustments must also be made for late arrival, early departure, or other periods of absence or nonparticipation.