



CBA Academy of Continuing Professional Development

Application for Accredited Sponsor of CLE Activities

1. Name of organization: _____

2. Address: _____ City: _____

State: _____ Zip: _____ Telephone: () _____

3. Contact name: _____

Organizations which are represented by membership in the *Association of Continuing Legal Education Administrators (ACLEA)* are presumed to be accredited and need not comply with paragraph 4.

4. If you are **not** accredited with **ACLEA**:

- a. Attach this application to a list of continuing legal education activities sponsored within the preceding one (1) year, stating name of programs or activities, topics covered, names of speakers and their qualifications, number of hours devoted to Ethics/Professional Responsibility, total hours of instruction presented, and registration fees charged.
- b. Attach or enclose with this application the announcement brochure, advertising materials or other items describing all activities or programs sponsored within the preceding one (1) year as available.
- c. Enclose a copy of typical course materials developed and distributed to the attendees.

Organization agrees to maintain a list of all Connecticut attorneys actually attending the program and to provide verification of attendance to the attendee or the Connecticut Bar Association upon request.

 Organization

By: (print) _____

(sign) _____

Title: _____

Date: _____

Please return application and remit payment to:
 CT Bar Institute, Inc.
 30 Bank Street, P.O. Box 350
 New Britain, CT 06050-0350
 Attn: Program Development Specialist

Application Fee: \$100.00

Method of Payment:

Check # (Payable to: CT Bar Institute, Inc.) _____ AMEX MasterCard VISA

Card # _____ Exp. Date _____

Billing Address _____

Signature _____