

**NEW MEXICO  
MINIMUM CONTINUING LEGAL EDUCATION BOARD**

P. O. Box 93070 \* Albuquerque, New Mexico 87199  
(505) 821-1980 \* fax (505) 821-0220 \* [www.nmmcle.org](http://www.nmmcle.org)

<b>MCLE 03</b>
Provider # _____
Course # _____

**Request for Live Credits**

*Note: This form is designed for use by New Mexico licensed attorneys who are seeking approval for a **live program, live teleconference or live webcast** not previously approved by the New Mexico MCLE Board or reported by the course provider. Course providers must use form MCLE 02.*

**PART A. CLE PROVIDER INFORMATION**

Name of CLE Provider: Association of Corporate Counsel

Address: 1025 Connecticut Avenue, NW Suite 200 Washington, DC 20036

**PART B. CLE ACTIVITY INFORMATION**

Title of CLE Activity: \_\_\_\_\_

Date(s): \_\_\_\_\_ Location(s): \_\_\_\_\_

Approved for CLE credit in the following state(s): \_\_\_\_\_

**Credit Hours (calculated as 60 mins. = 1 credit)**

(see the back of this application for instruction on computation of hours and course content **not** approved for legal education credit):

- (A) \_\_\_\_\_ Minutes divided by 60 = \_\_\_\_\_ General Credits
- (B) \_\_\_\_\_ Minutes divided by 60 = \_\_\_\_\_ Ethics Credits
- (C) \_\_\_\_\_ Minutes divided by 60 = \_\_\_\_\_ Professionalism Credits
- (D) \_\_\_\_\_ Minutes divided by 60 = \_\_\_\_\_ **Total Credits**

**PART C. MCLE FILING FEE**

The attorney understands that he or she is responsible for the filing fee of \$1.00 per credit hour. The fee is required for each application and must accompany this form. **Please make checks payable to "MCLE"**.

**PART D. REQUIRED ATTACHMENTS**

Submit with this request a brochure or other outline that

- Shows the time schedule, topics by title and course content
- Identifies that faculty and states their qualification, and
- **Please include your Certificate of Attendance**

**PART E. SIGNATURE**

The attorney represents that to his or her knowledge this CLE activity (A) complies with the current New Mexico MCLE Rules including any amendments thereto, and (B) certifies that he or she attended for the number of hours indicated.

Name of Attorney: \_\_\_\_\_

State Bar of NM Membership Number: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Attorney's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTE: Please access [www.nmmcle.org](http://www.nmmcle.org) to review approved credits for this submission.**

## COMPUTATION OF NEW MEXICO MCLE HOURS

**CREDIT HOURS:** Enter the total minutes of CLE instruction time in general content in the first blank (A) and divide by 60 min. to determine the number of (A) General CLE Credits. If any of the Total CLE Credits are devoted to Ethics or Professional Responsibility, divide that number by 60 to determine the number of (B) Ethics CLE Credits. If any of the Total CLE Credits are devoted to Professionalism, divide that number by 60 to determine the number of (C) Professionalism CLE credits. Enter the total minutes and credits in (D).

***Minutes of instruction should only include actual instruction time, including lecture, panel discussion, questions and answers and video or audio presentation. CLE credit will not be given for introductory remarks (unless the subject matter is delineated and the faculty mentioned), breaks, business meetings, meals and speeches in connection with meals, law school courses which lead to a degree, bar review courses, courses on law firm marketing and making money or activities less than 60 minutes in duration.***

Instruction in ethics includes topics on professional responsibility and malpractice. Instruction in ethics does not include topics such as attorney fees and client development except to the extent that professional responsibility is directly discussed in connection with such topics.

For information on approved topics on professionalism contact MCLE at (505) 821-1980 or access [www.nmmcle.org](http://www.nmmcle.org).

*The total number of credits includes all general credits plus all ethics credits plus all professionalism credits.*