



Anita Hamlett  
MCLE director, Alabama State Bar

# CLE Compliance Reporting 2007

*Cheers to a new year and another chance for us to get it right.*

~Oprah Winfrey

As they dismantle the Christmas tree from the marbled foyer of the state bar and unravel the faux snow-laced garland from the banisters, I am left feeling a little depressed. December has passed and I didn't get the one true thing I was begging for—literally, *no shame attached*—begging for this year. Despite all my friendly written reminders, gingerly nudging (a.k.a., “nagging”) e-mail notices, informative and entertaining articles, and darned ingenious color-coded transcripts, a few of you are still not in compliance with the CLE requirements for 2006.

Thankfully, the number of non-compliant attorneys has dwindled substantially. In fact, we had thousands (yes, thousands) less get pink forms in 2006 than we did in 2005.

So, if you received a green (compliant) or blue (exempt) form for 2006 and everything on that form is correct, you did great! Thank you and kudos for all. **DO NOT SEND BACK BLUE AND GREEN FORMS UNLESS THERE IS AN ERROR ON YOUR PERSONAL TRANSCRIPT or ADDRESS. ADDRESS CHANGES CAN BE SENT ELECTRONICALLY TO [MS@ALABAR.ORG](mailto:MS@ALABAR.ORG).**

If your transcript information is incorrect, submit changes by January 31, 2007. But, if you received a pink form for 2006 (oh, you know who you are, and now—thanks to the brighter-than-last-year's-pink-colored-paper—so do most of your co-workers), you must report compliance by January 31, 2007. Postmark the form by January 31, 2007. To help make this reporting as simple as possible, here are a few helpful guidelines. Guidelines can also be found at [www.alabar.org/cle](http://www.alabar.org/cle).

## GUIDELINES FOR USING YOUR PINK FORM TO REPORT COMPLIANCE

(Remember, these guidelines would not apply to a blue or green form *unless* the information on the form is incorrect.)

### CLE Activities

Printed on the form is the MCLE Commission's record of your CLE activity for 2006. CLE transcripts are updated as sponsors report attendance rosters. So, this transcript is not necessarily complete or

accurate, but should serve as a starting point for reporting 2006 compliance. You may view your updated transcript online using your ASB number and e-mail address (if registered with the Alabama State Bar). **Special Note:** If your online transcript reflects that you were compliant prior to December 31, 2006, you may print it, attach it to your signed reporting form and return it postmarked by January 31, 2007.

## Additions

If you attended or taught *approved courses* not listed, you may add them. Because legibility is crucial, please make sure the additions are typed or printed clearly. *Only courses attended in 2006 may be added.*

## Deletions

If you did not attend or teach the courses listed, you must delete them. (Draw or type a line through them.)

## Corrections

You may have been given full credit for an event for which you registered, so that a sign-in, sign-out procedure would not be necessary. The honor system in place since 1981 continues; deduct 1.0 credit per 60 minutes of instruction as necessary.

## Teaching Credit

Teaching credit is earned by teaching lawyers or law students in *approved CLE activities*. If you provided a substantial handout, you may claim 6.0 credits per 60 minutes of instruction; if the required handout was not provided, you may not claim extra credit. If you taught a law school course, you may claim 6.0 credits

per law school credit earned by students taking the course, e.g., 12.0 CLE credits for 2.0 academic credits. Repeat presentations qualify for one-half the credits earned for an initial presentation. Repeated or second-section law school courses qualify for one-half the credits earned for the initial course offering. Panel discussion time must be divided equally among the panelists for purposes of calculating credit, unless the MCLE Commission is informed otherwise.

## Address Changes

If any of your personal contact information is incorrect, you may submit written changes or send changes electronically to [ms@alabar.org](mailto:ms@alabar.org).

## Signature

Please be sure any compliance report you submit is signed in the space provided before returning it to our office. (Again, note that blue and green forms do not have to be signed and returned UNLESS they contain an error.)

## Postmarked Date

All pink reporting forms should be completed and returned postmarked by January 31, 2007. If you fail to postmark by this date, please include a \$100 *late filing fee* with your returned form. The MCLE Commission will certify the list of attorneys who fail to return pink forms as soon as practical after January 31, 2007. Therefore, if you choose to file your pink form after January 31, 2007, you risk the possibility of being certified to the Disciplinary Commission for failure to report compliance for 2006.

Again, you do not need to return your green or blue form unless your form contains an error.

## GUIDELINES FOR REQUESTING AN EXTENSION FOR LATE COMPLIANCE

There is no automatic “grace period” for CLE compliance in Alabama. The deficiency plan is not to be abused by any attorney and the MCLE Commission has asked that I strongly urge people to avoid requesting a plan unless the attorney has a situation that prevented him from being able to obtain CLE credit in the 365 days allowed in the calendar year. If you have frequently requested deficiency plans in the past, the commission reserves the right to deny your request.

## The General Rule: You Are Not Compliant After December 31

All courses must be completed by December 31, 2006 for this year’s reporting. Under MCLE Rule 6.A, “An attorney who fails to earn 12 approved CLE credits by December 31 of a particular year will be deemed not in compliance for that year.” Therefore, as of January 1, 2007, you will officially be in a state of non-compliance if all hours have not been earned.

However, if you know you are not able to take courses to satisfy the requirement in 2006, you may file a plan for making up the deficiency under MCLE Rule 6.A by January 31.

## Deficiency Plans for Non-Compliant Attorneys

In order to earn credits between January 1 and March 1, 2007 and remove yourself from non-compliance you must:

1. Select courses to attend that are already approved in the ASB CLE Course Search.
2. Submit a \$100 *late compliance fee* and a letter to the MCLE Commission postmarked by January 31, 2007 requesting permission to attend pre-approved courses (courses you selected from the listing on the bar's CLE Website). Include the dates, titles and sponsors of the approved courses that you wish to attend.

The request should be sent to:  
MCLE Commission  
P.O. Box 671  
Montgomery, Alabama 36101-0671

3. If notified that the plan is approved, attend all courses by March 1, 2007.

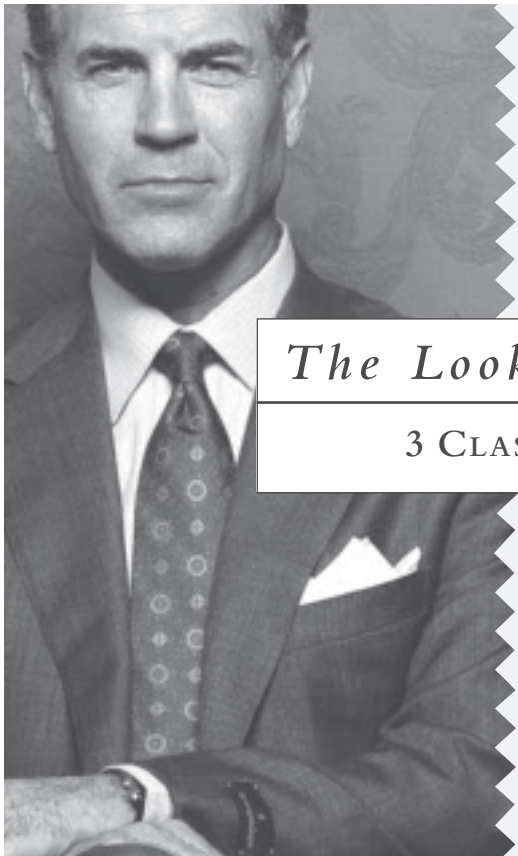
Important note: If you have experienced extraordinary circumstances beyond your control that led to your deficiency for 2006, you should contact us immediately at (334) 269-1515 to discuss your situation.

*Final Note: Attorneys who do not meet the CLE requirements for 2006 may be certified to the Disciplinary Commission and will owe a penalty of \$300 in addition to any fees incurred above.*

Again, all is not gloomy this year with CLE. Thanks to you and your willingness

to support our efforts to urge compliance, we have made great strides toward streamlining the reporting system for our attorneys, our MCLE Commission and our hard-working staff. If you are left with questions, please feel free to contact me or Christina Brewer or Carol Thornton. Granted, you might not catch us looking back at 2006 with a spirit of "Auld Lang Syne" this New Year, but you will find us willing to help you begin work on CLE compliance for 2007—as soon as we get all of last year's tinsel and pine needles swept away.

A very special Happy New Year to each of you from the staff at CLE! ■



Our famous suit package includes three classic Graham & Gunn year round 100% tropical weight wool suits—or substitute a blazer and trouser for one suit—for only \$1,295, a *15% savings*. And ask about our *no interest* financing option. Call Tom, Todd, Johnny, Hunter or George

*The Look of Success for Less*

3 CLASSIC SUITS FOR \$1,295

Whether you are a senior partner or associate, we offer the finest men's clothing in Alabama. From our classic suit packages to exceptional quality from names like Canali, Hickey Freeman, Zanella, Robert Talbott and Ermenegildo Zegna. With personal service that is second to none.



THE LOCKER ROOM

1717 CARTER HILL ROAD MONTGOMERY 334.262.1788 MON-SAT 9AM-6PM WWW.TLRCLOTHIERS.COM