

RULES RELATING TO CONTINUING LEGAL EDUCATION

PREFATORY RULE

It is essential to the public and to the legal profession that attorneys admitted to the practice of law in Kansas continue their legal education in order to maintain and increase their professional competence. These rules establish minimum requirements for continuing legal education necessary to remain authorized to practice law in this state.

RULE 801 CONTINUING LEGAL EDUCATION COMMISSION

- (a) There is hereby authorized the Continuing Legal Education Commission. The Commission shall administer these rules subject to the supervision of the Supreme Court. The authority of the Commission shall include but not be limited to: (1) accrediting sponsors and programs and determining the number of hours of credit to be given for participation; (2) granting or withdrawing approval of all or less than all courses of a sponsor; (3) receiving and considering reports of attorneys; (4) granting waivers and extensions to complete requirements; (5) giving all notices and certifications required by this rule; and (6) adopting rules necessary to implement or administer the Supreme Court rules relating to continuing legal education.
- (b) The Commission shall consist of nine members, appointed by the Supreme Court. All attorney members shall be registered under Supreme Court Rule 208. The members shall include:
 - (1) five practicing attorneys, at least one of which shall be admitted to the Kansas Bar for fewer than 10 years;
 - (2) a representative from each of the University of Kansas and Washburn University Schools of Law;
 - (3) one non-attorney member,
 - (4) and a Justice or Judge.

Appointments shall be for three-year terms. Any vacancy occurring on the Commission shall be filled by the Supreme Court. A Commission member appointed to fill a vacancy shall be appointed to serve the unexpired term of the previous member. No member shall serve more than two consecutive three-year terms, except that any person initially appointed for less than three years may serve two consecutive three-year terms thereafter.

- (c) The Commission shall meet at such times and places as it determines.
- (d) At the first meeting held in each annual attorney registration period a chairman, a vice chairman and a secretary shall be elected from the membership of the Commission. Five members shall constitute a quorum for the transaction of business.

RULE 802 REQUIRED CONTINUING LEGAL EDUCATION

- (a) Unless exempt under subsection (d) of this rule, each attorney admitted to practice law in Kansas shall earn a minimum of twelve (12) continuing legal education (CLE) credit hours in each annual registration period (July 1 to June 30). Of the twelve hours, at least two hours shall be in the area of professional responsibility. Professional responsibility includes instruction in legal ethics, professionalism, and malpractice prevention. Such instruction shall include but is not limited to programs which focus on the Supreme Court Rules Relating to Discipline of Attorneys and/or the Rules as they directly relate to law firm management, attorney fees, substance abuse, and the duties of attorneys to the judicial system, public, clients, and other attorneys.
- (b) Effective July 1, 1999, an active attorney may carry forward to the next annual registration period 10 or fewer unused general attendance credit hours from the registration period during which the credit hours were earned. Continuing legal education hours approved for professional responsibility, guardian ad litem, teaching and authorship credit do not qualify for carryover hours. However, professional responsibility hours in excess of the general requirement may be carried forward as general credit but not as professional responsibility credit.
- (c) CLE credit hours for each attorney shall be reported to the Commission in such form and manner as the Commission shall prescribe.
- (d) The following attorneys shall not be required to fulfill continuing legal education requirements:
 - (1) Attorneys newly admitted to the practice of law in Kansas during the period prior to the first regular registration date following admission.
 - (2) Attorneys during the time they are on retirement or inactive status pursuant to Supreme Court Rule 208(j), and attorneys who are registered and on active status under Supreme Court Rule 208 but who do not practice in Kansas.
 - (3) Federal and state justices and judges who are prohibited from engaging in the private practice of law.
 - (4) Others exempt by the Commission for good cause.
- (e) Attorneys elected and serving in the Kansas Legislature may on request receive a reduction of six (6) of the ten (10) general credit hours for the compliance period in which they serve.
- (f) The Commission may grant waivers or extensions of time to complete continuing legal education requirements because of hardship, disability, or other good cause.

RULE 802A ORIENTATION TO KANSAS PRACTICE REQUIREMENT -Repealed

RULE 803 ACCREDITATION OF PROGRAMS

- (a) An organization or person, desiring prior accreditation of a course, program or other CLE activity for attorneys of this state, or an attorney who desires to have such activity approved for CLE credit prior to attendance, shall apply for accreditation to the Commission at least 60 days before the activity. Applications made by a program sponsor shall be accompanied by a \$25 non-refundable

filing fee. The Commission shall review such application and notify the applicant of its progress within 30 days. A program is not approved until the applicant is notified of approval. The time limits contained in this rule have no application to in-house activity as defined in the CLE rules.

- (b) An attorney seeking credit for attendance at or participation in an educational activity which was not previously accredited shall submit to the Commission a request for credit, which shall include a description of the activity, dates, subjects, instructors and their qualifications, the number of credit hours requested and any other information required by the Commission. Within 90 days after receipt of such application the Commission shall advise the attorney in writing whether credit is granted and the amount of CLE credit allowed. An application for approval of CLE activity must be submitted for each activity by either the sponsor or attorney.

RULE 804 STANDARDS FOR PROGRAM APPROVAL

The following standards shall be met by any program for which credit or approval is sought:

- (a) It shall have significant intellectual or practical content.
- (b) It shall deal primarily with matters related to the practice of law or professional responsibility, which are concerned with lawyer competence.
- (c) It shall be presented by a person or persons qualified by practical or academic experience to present the subject. Legal subjects should normally be presented by lawyers.
- (d) Thorough, high quality, readable, useful and carefully prepared written materials must be made available to all participants at or before the time the program is presented, unless the absence of such materials is recognized as reasonable and approved by the Commission. A brief outline without citations or explanatory notations will not be sufficient.
- (e) It shall be presented in a suitable classroom or laboratory setting devoted to the educational activity or program. Ordinarily, video tape, motion picture or sound tape presentations may not be used unless a qualified person is in attendance to comment and answer questions. Generally, credit will not be given for after-dinner type speeches.
- (f) Integration of legal ethics or professional responsibility issues into substantive law topics is encouraged, but shall not count toward the two (2) credit minimum annual professional responsibility requirement.

RULE 805 CREDIT FOR PARTICIPATION

- (a) CLE credit shall be awarded on the basis of one hour for each 50 minutes devoted to legal educational activities.
- (b) An attorney shall not receive credit for any program attended before being admitted to practice law in Kansas.
- (c) Upon application, the Commission may award such credit as it determines for authorship of legal articles or books.

- (d) The Commission may award credit of up to five hours for preparing and presenting each 50 minute approved program. No credit shall be awarded for teaching directed primarily to candidates for a law degree. Teaching credit is awarded as an incentive to enhance or benefit the legal profession by teaching other attorneys; therefore, teaching must occur in association with an approved CLE program.
- (e) In addition to traditional approved continuing legal education activities in a classroom or laboratory setting, a maximum of (5) five hours of credit per year may be earned through alternative delivery methods approved by the Commission.

RULE 806 SUSPENSION FROM THE PRACTICE OF LAW

- (a) Any attorney who is required to file a report of CLE credits and does not do so or who fails to meet the minimum requirements of these rules, or who is in violation of 802(d)(2), or who fails to pay the annual fee, may be suspended from the practice of law in this state.
- (b) The Commission shall notify any attorney who appears to have failed to meet the requirements of these rules that the attorney's name will be certified to the Supreme Court for suspension from the practice of law in this state, unless the attorney shows good cause why the certification should not be made. Notice shall be forwarded to the attorney's last known address by certified mail, return receipt requested. Thirty days after mailing such notice, if no hearing is requested, the Commission shall certify to the court, for an order of suspension, the name of each attorney who has not fulfilled the requirements of these rules.
- (c) Upon written request by an attorney notified by the Commission under subsection (b) of this rule, filed within 30 days of the date of mailing such notice, the Commission shall grant a hearing upon issues raised by the attorney. Thereafter, the attorney's name shall not be certified to the Supreme Court unless suspension is recommended by the Commission after such hearing. The Commission shall provide for a record and the costs thereof where needed.

RULE 807 REINSTATEMENT

- (a) Inactive practitioners, prior to engaging in the practice of law in Kansas, shall submit a written application for reinstatement to the Commission together with a reinstatement fee of \$25.00, and meet such other requirements as prescribed by the Commission.
- (b) Practitioners suspended from the practice of law under these rules or any other rules of the Court, prior to re-engaging in the practice of law in Kansas, shall satisfy the following requirements for reinstatement:
 - (1) for suspension of less than one year the practitioner must:
 - a. submit a written application for reinstatement to the Commission with a reinstatement fee of \$100.00; and
 - b. between the date of suspension and the date of reinstatement complete any hours required to satisfy any deficiency in the continuing legal education requirements and fees incurred prior to suspension; and
 - c. complete the annual requirement by June 30 of the registration period in

which such attorney is reinstated.

- (2) for suspension of more than one year the practitioner must:
 - a. submit a written application for reinstatement to the Commission with a reinstatement fee of \$100.00; and
 - b. between the date of suspension and the date of reinstatement complete any hours required to satisfy any deficiency in the continuing legal education requirements and fees incurred prior to suspension; and
 - c. between the date of suspension and the date of reinstatement complete an additional twelve hours of CLE credit for each year during which the attorney was suspended unless waived or modified by order of the Supreme Court; and
 - d. complete the annual continuing legal education requirement by June 30 of the registration period in which such attorney is reinstated.

RULE 808 CONFIDENTIALITY

Unless otherwise directed by the Supreme Court, the files, records, and proceedings of the Commission, as they may relate to or arise out of the failure of any attorney to satisfy continuing legal education requirements, shall be confidential and shall not be disclosed except in furtherance of the Commission's duties or upon request of the attorney affected.

RULE 809 EFFECTIVE DATE

These rules shall be effective on and after July 1, 1985. Attendance of any approved program between April 1 and July 1, 1985 shall count toward CLE requirements for the annual registration period commencing July 1, 1985.

Rules Effective as of 12-3-09

**RULES ADOPTED BY THE KANSAS
CONTINUING LEGAL EDUCATION COMMISSION**

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CLE RULE 1: PURPOSE

These CLE rules implement Kansas Supreme Court Rules 801-809 pertaining to mandatory continuing legal education.

CLE RULE 2: DEFINITIONS

- 2.01 **Active practitioner:** an attorney who is required to pay the annual registration fee imposed by Supreme Court Rule 208 for the current registration period and who is not on inactive status or suspended or disbarred by the Supreme Court from the practice of law.
- 2.02 **Approved program or activity:** a continuing legal education program or its equivalent that has been submitted to the Commission for review and has been accredited.
- 2.03 **Annual registration period:** the period from July 1 through June 30 of the following year.
- 2.04 **Commission:** Kansas Continuing Legal Education Commission.
- 2.05 **Credit hour:** 50 minutes spent by an attorney in instructional programming at an approved continuing legal education activity.
- 2.06 **Director:** the Executive Director of the Commission.
- 2.07 **Inactive practitioner:** an attorney who has elected such status pursuant to Supreme Court Rule 208.
- 2.08 **In-house activity:** a continuing legal education program given by, for, or to a select

private audience from the same law firm, corporation or single governmental entity, not open for admission to other members of the legal community generally.

- 2.09 **Rules:** Rules Relating to Continuing Legal Education, together with any amendments thereto, as adopted by the Kansas Supreme Court.
- 2.10 **Filed:** Received in the Commission office.
- 2.11 **Orientation to Kansas Practice Program:** A required course of training for lawyers newly admitted to the practice of law.

CLE RULE 3: MEETINGS; OFFICERS

- 3.01 The Commission shall meet at least quarterly for the transaction of business and shall publish notice of such meetings in the Kansas Register.
- 3.02 At the first meeting held in each annual attorney registration period, the Commission shall elect from its membership a chair, a vice chair, and a secretary.

CLE RULE 4: CREDITS - COMPUTATION

- 4.01 Credit for approved programs shall be awarded on the basis of one credit hour for each 50 minutes actually spent in attendance at instructional activities. One-half credit hour shall be awarded for attendance of at least 25 but less than 50 minutes. No credit may be claimed for smaller fractional units.
- 4.02 The number of credit hours assigned to an approved program reflects the maximum that may be earned by attending the entire program. Only actual attendance earns CLE credit.
- 4.03 Credit cannot be earned for time spent for introductory remarks, coffee and luncheon breaks, or business meetings. Keynote addresses will be reviewed on an individual program basis.
- 4.04 Credit will not be given for any course attended before admission to practice law in Kansas. Credit may be earned through formal enrollment and education of a postgraduate nature, either for credit or by audit, in an accredited law school. The Commission will award one credit hour for each 50 minutes of class attendance.
- 4.05 Credit may be earned for activities which cross academic lines (e.g., accounting-tax).
- 4.06 The Commission may award up to five credit hours for each 50 minutes spent teaching an approved program. The applicant shall outline the course content, describe the teaching methodology, and state the time spent in preparation and instruction for the program. In awarding credit up to the maximum allowed, the Commission will consider time spent in preparation and teaching. For example, an attorney who spends 150 minutes preparing a program and 50 minutes teaching may be awarded up to four credit hours. One-half credit hour shall be awarded for teaching of at least 25 but less than 50 minutes. No credit may be claimed for smaller fractional units. Repeat presentations may qualify for additional credits, limited to time actually spent updating the presentation and teaching.

Because teaching credit is awarded as an incentive to attorneys to enhance or benefit the

legal profession, the instruction must be directed toward an audience composed primarily of attorneys.

- 4.07 The Commission may award credit for research activities, upon written application by attorneys engaged in such activities, provided the activity (1) has produced published findings in the form of articles, chapters, monographs, or books, personally authored, in whole or part, by the applicant, and (2) contributes substantially to the continuing legal education of the applicant and other attorneys. Credit may be awarded one hour for every hour spent directly in preparation. Publication must occur during the compliance period for which credit is requested. Articles, monographs, and books directed to non-attorney audiences, while resulting in self-improvement as a form of self-study, do not qualify for authorship credit.
- 4.08 Video or Sound Tape Presentations:
- a. Credit may be earned for video or sound tape presentations if a qualified person is in attendance, personally or by telephonic communication, to comment and answer questions.
 - b. A qualified person is one who by academic or professional qualification possesses the knowledge to interact with the audience to supplement the presentation and answer questions.
 - c. The commentary or question and answer segment should occur at a meaningful time, preferably after each subject matter break.
 - d. Sponsors of video or sound tape presentations should seek preapproval for such programming.
- 4.09 Hours that are to be carried forward must be filed within 30 days following the June 30 end of the compliance period and reflect attendance during the compliance period for which they were earned. Applications or affidavits filed after the 30 day deadline will not qualify as carryover but will be filed to complete the annual requirement for the compliance period in which they were earned. (i.e., Applications or affidavits for hours attended during the 1999-2000 compliance period must be filed on or before July 31, 2000, in order to qualify as carryover credit.) The full requirement of 12 hours, including 2 hours of professional responsibility credit, must be completed by June 30 and filed by July 31 to receive the benefit of carryover.
- 4.10 Continuing legal education hours approved for professional responsibility, guardian ad litem, teaching and authorship credit do not qualify as carryover credit. However, professional responsibility hours in excess of the general requirement may be carried forward as general credit but not as professional responsibility credit.
- 4.11 All attorneys registered in Kansas will receive from the Commission an annual report of compliance. The attorney has thirty days following receipt to amend the report. If no action is taken, this annual report will be filed with the Supreme Court. Attorneys requesting an exemption from CLE requirements must sign and return the certificate of exemption issued by the Commission.

- 4.12 No attorney may receive more than 8 hours of credit in one day of CLE attendance.
- 4.13 An in-house activity, to receive approval, shall meet all of the following standards:
- a. The activity shall meet the standards for program approval outlined in Rule 804. Written materials and/or course outlines shall be filed with the Commission by the day of presentation. A submission that is either received by the Commission or postmarked on that date shall be considered as timely filed.
 - b. The law firm, corporation or single governmental entity for whom the program is offered shall assume the responsibility for accreditation.
 - c. The course must be open to in-person monitoring/observation by any member of the Commission. To this end, the Commission must be notified thirty (30) days in advance of the date, time and place of any in-house presentation for which credit will be sought.
 - d. The activity must be scheduled at a time and location so as to be free of interruptions from telephone calls and other office matters.
 - e. No more than five (5) Continuing Legal Education credit hours may be earned by an attorney in any reporting year through in-house Continuing Legal Education activities.
- 4.14 An attorney may receive alternative delivery CLE credit for participation in an accredited CLE activity in which attorneys participate through some type of electronic medium as follows:
- a. Interactive online computer seminars;
 - b. Interactive teleconferencing seminars;
 - c. Other interactive CLE activities as may be developed through advanced technology, subject to approval of the CLE Commission.
- 4.15 A maximum of five (5) hours of credit per year earned by alternative delivery method approved by the Commission may be applied to the annual requirement.

CLE RULE 5: EXEMPTIONS

- 5.01 An attorney who suffers a disability which affects the attorney's ability to attend CLE programs may file annually a request for a substitute program in lieu of attendance and shall therein propose an alternative continuing legal education program the attorney can undertake and complete. The Commission shall review and approve or disapprove such programs on an individual basis. An attorney who receives approval of a substitute program shall be responsible for the fee required by CLE Rule 11.
- 5.02 Other requests for alternative CLE programs, waivers, or exemptions for good cause shall be submitted to the Commission in writing with full explanation of the circumstances necessitating the request.

- 5.03 An attorney who is exempt under Rule 802(d)(1), (2), or (3) shall claim the appropriate exemption at the end of each registration period. Attorneys claiming an 802(d)(2) exemption are not responsible for the CLE hour requirement but are responsible for the annual CLE fee.
- 5.04 An attorney who has been granted an exemption by the Commission for good cause pursuant to Rule 802(d)(4) shall so indicate in the annual report to be filed at the end of each registration period and shall further state whether the disability or other circumstance constituting good cause has materially changed.
- 5.05 In recognition of the benefit of attorney participation in the Kansas Legislature, attorneys may request a reduction of six (6) of the ten (10) general credit hours for the annual CLE requirement for the compliance period in which they serve.

CLE RULE 6: ACCREDITATION OF PROGRAMS AND ACTIVITIES

- 6.01 In order to apply for approval of a continuing legal education activity, not otherwise approved, an attorney or sponsoring agency shall submit all information requested on the appropriate form. An application for approval of CLE activity must be submitted for each activity by either the sponsor or attorney. Applications made by a program sponsor shall be accompanied by a \$25 non-refundable filing fee unless otherwise exempted by the Commission.
- a. Application for accreditation of an educational activity shall be made on CLE Form 1 or the Organization of Regulatory Administrators of Continuing Legal Education (ORACLE) Uniform Application for Accreditation of CLE Activity.
 - b. Application for credit for teaching an approved program shall be made on CLE Form 2.
 - c. Application for credit for research activity shall be made on CLE Form 3.
- 6.02 Applicants denied approval of a program or activity may appeal the decision to the Commission by submitting a letter of appeal within 30 days after the notice of disapproval was mailed. No other appeal may be taken.
- 6.03 Sponsors of courses which have been approved may announce in informational brochures or registration materials: "Subject to Supreme Court Rule 803, this course has been approved by the Kansas Continuing Legal Education Commission for a maximum of__ CLE credit hours." Sponsors of courses for which accreditation has been sought but not yet approved may announce: "Application for CLE approval of this activity in Kansas is currently pending."
- 6.04 At the conclusion of an approved program or activity, each participating attorney should be given the opportunity to complete an evaluation form addressing the quality, effectiveness, and usefulness of the program or activity. Within 60 days following a program, the Commission may request copies of the evaluations and any existing summary of the results.
- 6.05 In-state sponsors are responsible for distributing the appropriate Kansas affidavit for

signature and for returning the executed affidavit to the CLE Commission within thirty days of the program. Out-of-state sponsors are required to distribute the appropriate Kansas affidavit to all attorneys. For out-of-state programs, the individual attorney is responsible for submitting the executed affidavit to the CLE Commission.

- 6.06 The Commission does not accredit self-study programs.
- 6.07 In-state sponsors seeking CLE accreditation for programming prior to July 1 of a compliance year, for which the affidavits are not submitted before July 31, shall be responsible for the fees set forth in Supreme Court Rule 807(b) and/or CLE Rule 9.02.
- 6.08 Applications for programming presented by an alternative delivery method must be submitted to the Commission by the sponsor in the form prescribed by the Commission 30 days prior to the activity. CLE credit will not be considered after the program is presented.

CLE RULE 7: ACCREDITATION OF NEW LAWYER PRACTICAL SKILLS PROGRAM - Repealed

CLE RULE 8: COMMISSION AUDIT OF ACTIVITIES

Sponsors shall allow Commission members and staff to attend, free of charge, any continuing legal education program. Such attendance shall not qualify for mandatory continuing legal education credit.

CLE RULE 9: FAILURE TO COMPLY

- 9.01 If it appears an attorney has not met the minimum credit requirements for an annual registration period, the Commission shall forward notice of the apparent noncompliance to the attorney's last known address by certified mail, return receipt requested. The attorney shall have 30 days from the mailing of the notice to cure the failure to comply or show good cause with the Commission.
- 9.02 All affidavits for the annual registration period must be filed with the Commission by the close of business on the July 31 following the last day of the reporting period. If an attorney does not file the appropriate paperwork for compliance by the close of business on the July 31 following the last day of the reporting period, the attorney shall be assessed a fee of \$50.00.
- 9.03 Attorneys not completing the required hours between July 1 and June 30 of the compliance period but completing the hours prior to suspension shall be assessed a fee of \$100.00.

CLE RULE 10: HEARINGS

- 10.01 If so requested in accordance with Rule 806(c), the Commission shall grant a hearing at which a verbatim record shall be taken by a certified shorthand reporter, costs to be borne by the attorney requesting the hearing.
- 10.02 At the discretion of the Commission, the hearing may be held before the entire

Commission or three members thereof. If a hearing is held before a three member committee, the committee shall report its findings and recommendations to the full Commission for action.

CLE RULE 11: REINSTATEMENT PROCEDURE

11.01 Inactive practitioners

- a. Inactive practitioners, prior to engaging in the practice of law in Kansas, shall submit a written application for reinstatement to the Supreme Court as required by Supreme Court Rule 208(j).
- b. In addition to any amount to be paid to the Clerk of the Appellate Courts under Rule 208, the written application shall be accompanied by a check or money order payable to the Kansas Continuing Legal Education Commission in the amount of \$25.00.
- c. Any inactive practitioner reinstated to the practice of law in Kansas shall earn a minimum of twelve (12) continuing legal education credit hours during the registration period in which such attorney is reinstated.

11.02 Suspended practitioners

- (1) for suspension of less than one year the practitioner must:
 - a. submit a written application for reinstatement to the Commission with a reinstatement fee of \$100.00; and
 - b. between the date of suspension and the date of reinstatement complete any hours required to satisfy any deficiency in the continuing legal education requirements and fees incurred prior to suspension; and
 - c. complete the annual continuing legal education requirement by June 30 of the registration period in which such attorney is reinstated.
- (2) for suspension of more than one year the practitioner must:
 - a. submit a written application for reinstatement to the Commission with a reinstatement fee of \$100.00; and
 - b. between the date of suspension and the date of reinstatement complete any hours required to satisfy any deficiency in the continuing legal education requirements and fees incurred prior to suspension; and
 - c. between the date of suspension and the date of reinstatement complete an additional twelve hours of continuing legal education credit for each year during which the attorney was suspended unless waived or modified by order of the Supreme Court; and
 - d. complete the annual continuing legal education requirement by June 30 of the registration period in which such attorney is reinstated.

CLE RULE 12: FEES

- 12.01 Every attorney subject to the requirements of mandatory continuing legal education shall pay an annual fee to fund administration of the program. The amount of the annual fee shall be determined by the Commission with approval by the Supreme Court.
- 12.02 On or before June 1 of each year, a statement of the amount of the annual fee to be paid for the next registration period shall be mailed to each individual attorney then authorized to practice law in this state at the attorney's last known address. Failure of any attorney to receive a statement shall not excuse the attorney from paying the required fee. Every attorney shall within thirty days after any change of address notify the Commission of such change.
- 12.03 The annual fee shall be due on July 1 and considered delinquent if not paid within 30 days. Fees received in the CLE Commission Office on or after August 1 of the year in which due shall be accompanied by a \$50.00 late payment fee.
- 12.04 Attorneys who are reinstated to active status after a period of disbarment or suspension and attorneys who are returning to active status after a period of time on inactive status shall pay the annual CLE fee, required by Rule 11.01, for the current registration period prior to their return to active status.
- 12.05 As required by Supreme Court Rule 208(k), payment of the annual CLE fee and any applicable late payment fee shall be a prerequisite to completing registration as an active attorney under Supreme Court Rule 208.
- 12.06 A \$20.00 service fee shall be assessed for all checks returned to the CLE Commission.

CLE RULE 13: EXPENSES OF COMMISSION MEMBERS REIMBURSED

Members of the Commission and Commission staff shall be reimbursed their actual and necessary expenses incurred in travel to and from Commission meetings and for authorized travel in connection with Commission business.

CLE RULE 14: COMMISSION STAFF

The Commission may employ an Executive Director and such other staff as may be necessary and may delegate to such director or staff the authority to conduct the business of the Commission within these rules and the Rules Relating to Continuing Legal Education, subject at all times to review by the Commission.

CLE RULE 15: CONFIDENTIALITY

Unless otherwise directed by the Supreme Court, the files, records, and proceedings of the Commission, as they may relate to or arise out of the failure of any attorney to satisfy continuing legal education requirements, shall be confidential and shall not be disclosed except in furtherance of the Commission's duties or upon request of the attorney affected. Statistical abstracts may, however, be drawn therefrom in an anonymous fashion.

CLE RULE 16: MAILING ADDRESS FOR COMMISSION

Kansas Continuing Legal Education Commission
Attn: Executive Director
400 S. Kansas Ave., Ste. 202
Topeka, Kansas 66603

CLE RULE 17: FORMS

Application for Approval for CLE Activity
Uniform Application for Accreditation of Continuing Legal Education Activity
Application for Approval of Teaching Credit
Application for Approval of Authorship Credit

Effective as of 12-3-09