

**REQUEST FOR CREDIT FOR ATTENDANCE AT A CLE ACTIVITY OUTSIDE OHIO  
(CCLE Form 1(a))**

[Instructions for Attorneys to Add CLE Credits through Attorney Portal](#)

<p><u>Date Received by Office of Attorney Services</u></p>
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<b>INSTRUCTIONS</b>
<p>If the activity has not been pre-approved in Ohio, this form must be accompanied by a completed Application for Accreditation (Form 6) when applying for post-program approval. If pre-approval of an activity is being sought, this Form 1(a) is not valid until after you attend. You may not request credit for attendance before you have actually attended.</p>
<b>ATTORNEY INFORMATION</b>
Ohio Registration Number:
Name of Attorney:
Address:
Telephone Number:
Email Address:
<b>ACTIVITY INFORMATION</b>
Ohio Activity Code Number:
Sponsor of CLE Activity:
Title of CLE Activity:
Date and Location of CLE Activity:
Total Credit Hours Attended: _____ Please provide breakdown of total hours requested. Failure to provide breakdown will result in the form being returned. General Hours _____ Professional Conduct Credit Hours _____
I hereby affirm that I have attended the above presentation for the number of hours stated above.
Attorney Signature _____ Date _____