APPLICATION FOR CLE CREDIT FOR PRO BONO REPRESENTATION

1. The lawyer who performed the representation must complete Part I of this form, and then provide the original to the assigning court, program, entity, or law school.

2. The assigning court, program, entity or law school must complete Part II of this form, and then submit the original to the MCLE Department at the following address:

   LSBA MCLE Department
   601 St. Charles Ave.
   New Orleans, LA 70130-3404

Regulation / Rule 3.21. Credit may also be earned through providing uncompensated pro bono legal representation to an indigent or near-indigent client or clients. To be eligible for credit, the matter must have been assigned to the Member by a court, a bar association, or a legal services or pro bono organization that has as its primary purpose the furnishing of such pro bono legal services and that has filed a statement with the Louisiana State Bar Association MCLE Department. A Member providing such pro bono legal representation shall receive one (1) hour of CLE credit for each five (5) hours of pro bono representation, up to a maximum of three (3) hours of CLE credit for each calendar year.

PART I

PRO BONO REPRESENTATION

A. Attorney: ______________________________

Client Case Number: __________________________
(Do Not Include Confidential Client Information)

Assigning Organization: _______________________

Lawyers in Libraries Program

Access to Justice - Louisiana State Bar Association

B. Type of Representation Provided:

☐ Consumer ☐ Economic Assistance ☐ Education

☐ Employment ☐ Expungement ☐ Family Law

☐ Health ☐ Housing ☐ Immigration/Refugee

☐ Individual Rights ☐ Juvenile ☐ Seniors

☐ Social Security ☐ Wills or Probate ☐ Other ________

Date range of representation: ______________________________

Number of Hours of Pro Bono legal representation ________ Number of CLE credit hours claimed: ________

I hereby affirm that I have performed the above stated number of hours of pro bono legal services.

______________________________  ________________________  ____________________
Signature of Attorney          Date                       Bar Roll Number

See Part II for verification by assigning authority.
This must be completed to qualify for CLE credit.
### PART II  
**VERIFICATION BY ASSIGNING ORGANIZATION**

The assigning organization’s representative **must** verify the information provided by the attorney in Part I.

A. Information Regarding Assigning Party:

   Name of Organization (judge, court, etc.):  
   __________________________________________

   Name and title of person completing this form:  
   __________________________________________

B. Confirmation of Assignment: Did your organization assign the above listed matter to the reporting attorney for pro bono legal services?

   □ Yes  □ No

C. Determination of Financial Eligibility: Prior to assigning the matter to the reporting attorney, did your organization determine that the client was eligible for pro bono legal services?

   □ Yes  □ No

D. Verification of Legal Services Performed: Has the attorney provided the legal services assigned?

   □ Yes  □ No

I hereby certify that the above information concerning pro bono services is correct.

________________________________________  ________________
Authorized Signature                        Date

________________________________________
Print Name

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For questions regarding the completion of this application form or pertaining to any of the MCLE requirements in Louisiana, please contact the MCLE Department toll free: **(800) 421-5722**; in New Orleans **(504) 566-1600**; via e-mail: mcle@lsba.org; or access our website: www.lsba.org/mcle