

**KENTUCKY BAR ASSOCIATION
RULES OF THE SUPREME COURT OF KENTUCKY**

PRACTICE OF LAW

SCR 3.645 Continuing legal education requirements: compliance and certification

(1) Each educational year, as defined by SCR 3.600(7), every person licensed to practice law in this Commonwealth, not specifically exempted pursuant to the provisions of SCR 3.665, shall complete and certify a minimum of 12 credit hours in continuing legal education activities approved by the Commission, including a minimum of 2 credit hours devoted to “ethics, professional responsibility and professionalism” as defined by SCR 3.600(8). All continuing legal education activities must be completed by June 30 of each educational year.

(a) Integration of legal ethics, professional responsibility and professionalism issues into substantive law topics is encouraged, but will not count toward the 2 credit minimum annual requirement.

(b) It is the obligation of the attorney seeking credit to ensure the activity has been approved. Completion of a non-accredited activity shall be at the risk of the attorney.

(2) Certification of completion of approved CLE activities must be received by the Director for CLE no later than August 10th immediately following the educational year in which the activity is completed.

(a) Certification shall be submitted to the Director for CLE by the sponsor of the accredited activity or by individual attorneys on approved KBA forms, uniform certificates, or other format adopted by the Commission.

(b) Any certification submitted after the August 10th deadline shall be deemed past due. All past due reports shall be accompanied by a late filing fee of \$50.00 per certificate to cover the administrative costs of recording credits to the prior year. All past due reports must be received by the Commission with the late fee no later than the close of the educational year (June 30th) immediately following the year during which the activity was completed. This deadline will not apply in instances where the member or former member is in the process of removing an exemption per SCR 3.665 (2) or attempting certification per SCR 3.685.

(c) Sponsors submitting certifications to the Director for CLE shall comply with all requirements set forth in SCR 3.660(5)

(3) A member who accumulates an excess over the 12 credit requirement may carry forward the excess credits into the 2 successive educational years for the purpose of satisfying the minimum requirement for those years. Carry-forward credits are limited to a total of 24 credits, including 4 ethics credits. All excess credits above a total of 24 credits will remain on the member's record but may not be carried forward.

(4) Failure to acquire a minimum of 12 credits, including 2 ethics credits, to meet the minimum, annual continuing legal education requirement and/or the associated certification requirements set forth herein, shall be grounds for suspension by the Board from the practice of law.

(5) Compliance and certification requirements concerning the New Lawyer Program requirement are set forth at SCR 3.640(1) and (6).

HISTORY: Amended by Order 2015-23, eff. 1-1-2016; prior amendment(s) eff. 1-1-2016 (Order 2015-20); Adopted by Order 2013-12, eff. 1-1-2014