

Guidelines for Teaching Credit

Kansas Supreme Court Rule 808(c) provides that up to five hours of CLE credit may be awarded for each 50 minutes spent teaching at an **approved** CLE program. Because teaching credit is awarded as an incentive to attorneys to benefit the legal profession, instruction must be directed toward an audience composed primarily of attorneys. Moderating a program does not qualify for teaching credit but will qualify for attendance credit.

- **Audience** - The makeup of the audience is determined by the number of attorneys in attendance **at the program**, not the audience to which the program is advertised. The provider will be able to determine if the audience was primarily attorney.
- **Primarily Attorney Audience** - Teaching directed to a non-attorney audience, while resulting in self-improvement as a form of self-study, does not qualify for teaching credit. If the attorney's participation in the program does not qualify for teaching credit, the participation may qualify for attendance credit.
- **Application** - The attorney must file an application for approval of teaching credit which outlines program content, teaching methodology, and time spent in preparation and instruction. In determining the number of credit hours to award, Kansas CLE Board will calculate time spent in preparation and teaching. For example, an attorney who spends 150 minutes preparing a program and 50 minutes teaching it will be awarded 4 credit hours. One-half credit hour may be awarded for teaching at least 25 but less than 50 minutes. No credit may be claimed for smaller fractional units.
- **Repeat Presentation** - A repeat presentation may qualify for additional credits, limited to time actually spent updating the presentation and teaching. This form should include both teaching time and attendance time for the same program.
- **Preparing Materials but Not Actually Teaching** - Preparation of written materials for an accredited program but not teaching the program will not qualify for either teaching or authorship credit.

For questions or comments regarding these guidelines, please contact Kansas CLE, 301 SW 10th Ave., Topeka, KS 66612. 785-368-8201 www.kscle.gov