

1 **Rule 14-414. Certificate of compliance; filing, late, and reinstatement fees;**
2 **suspension; reinstatement.**

3 (a) **Certificate of compliance.** On or before July 31 each year, each lawyer or paralegal
4 practitioner subject to MCLE requirements must file a Certificate of Compliance with
5 the Board, appropriately evidencing the lawyer's or paralegal practitioner's completion
6 of Accredited CLE ending the preceding 30th day of June. The Certificate of Compliance
7 must include:

8 (1) the title of the ~~In-person CLE, Remote Group CLE, Verified E-CLE, or Self-Study~~
9 Verified CLE or Elective CLE, including the title of the audio or video presentation,
10 ~~computer interactive~~ webcast, or ~~telephonic~~ computer interactive program
11 attended, viewed or listened to;

12 (2) the name of the CLE provider;

13 (3) the type of CLE (In-person CLE, Remote Group CLE, Verified E- CLE, or ~~Self-~~
14 Study-Elective CLE);

15 (4) for ~~Self-Study-Elective~~ CLE, a description of the ~~self-study~~ Elective CLE material;
16 and

17 (5) the number of hours in actual attendance at each In-person CLE, the number of
18 hours in actual attendance at each Remote Group CLE, the minimum actual viewing
19 time of each Verified E-CLE, and the number of hours of each audio or video
20 presentation;

21 (6) if any CLE hours are limited to certain lawyers or paralegal practitioners in
22 accordance with Rule 14-411(~~f~~), the number of limited hours and an explanation
23 establishing compliance with that rule; and

24 (7) other information as the Board requires.

25 (b) **Filing fees, late fees and reinstatement fees.**

26 (1) Each lawyer or paralegal practitioner shall pay a filing fee in the amount of \$10 at
27 the time of filing the Certificate of Compliance under subsection (a).

28 (2) Any lawyer or paralegal practitioner who fails to complete the MCLE
29 requirement by the June 30 deadline, or fails to file by the July 31 deadline, will be
30 assessed a \$100 late fee.

31 (3) Lawyers and paralegal practitioners who fail to comply with the MCLE
32 requirements and are administratively suspended under Rule 14-415 will be
33 assessed, in addition to the filing fee and late fee, a \$200 reinstatement fee or, if the
34 failure to comply is a repeat violation within the past 5 years, a \$500 reinstatement
35 fee.

36 **(c) Maintaining proof of compliance.**

37 (1) Each lawyer or paralegal practitioner will maintain proof to substantiate the
38 information provided on the filed Certificate of Compliance.

39 (2) The proof may contain, but is not limited to, certificates of completion or
40 attendance from sponsors, certificates from course leaders, or materials related to
41 credit.

42 (3) The lawyer or paralegal practitioner must retain this proof for a period of four
43 years from the end of the period for which the Certificate of Compliance is filed.

44 (4) Proof must be submitted to the Board upon written request.

45 **(d) Failure to provide proof of compliance; rebuttable presumption.** Failure by the
46 lawyer or paralegal practitioner to produce proof of compliance within 15 days after
47 written request by the Board constitutes a rebuttable presumption that the lawyer or
48 paralegal practitioner has not complied with the MCLE requirements for the applicable
49 time period.

50 (e) **Verification period.** The Board may, at any time within four years after the
51 Certificate of Compliance has been filed, commence verification proceedings to
52 determine a lawyer's or paralegal practitioner's compliance with this article.