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3 **Rule ~~14-414~~ 11-614. Certificate of compliance; filing, late, and reinstatement fees;**
4 **suspension; reinstatement.**

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

10 (1) the title of the Verified CLE or Elective CLE, including the title of the audio or
11 video presentation, webcast, or computer interactive program attended, viewed
12 or listened to;

13 (2) the name of the CLE provider;

14 (3) the type of CLE (In-person CLE, Remote Group CLE, Verified E- CLE, or
15 Elective CLE);

16 (4) for Elective CLE, a description of the Elective CLE material; and

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

21 (6) if any CLE hours are limited to certain lawyers or paralegal practitioners in
22 accordance with Rule ~~14-411~~ 11-611, the number of limited hours and an
23 explanation 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
27 \$10 at the time of filing the Certificate of Compliance under ~~subsection~~
28 paragraph (a).

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

32 (3) Lawyers and paralegal practitioners who fail to comply with the MCLE
33 requirements and are administratively suspended under ~~Rule 14-415~~ Rule 11-
34 615 will be assessed, in addition to the filing fee and late fee, a \$200
35 reinstatement fee or, if the failure to comply is a repeat violation within the
36 past 5 five years, a \$500 reinstatement fee.

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

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

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

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

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

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

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