



Dear Newly Admitted Attorney:

Welcome to the Indiana Bar. The Indiana Commission for Continuing Legal Education would like to offer the following to help you stay active and in good standing on the Indiana Roll of Attorneys.

Admission and Discipline Rule 29 (the “Commission Legal Education Rule”) of the Indiana Rules of Court makes newly admitted attorneys responsible for reporting CLE the year after admission. Please review this rule at [in.gov/judiciary/rules](http://in.gov/judiciary/rules). The Rule provides that new attorneys must *commence meeting the yearly and educational period requirements starting on January 1 after the year of their admission by completing programs designated by the Commission as appropriate for new lawyers*. A list of approved courses for newly admitted attorneys can be found at our website at [courts.IN.gov/cle](http://courts.IN.gov/cle).

Newly admitted attorneys must report attendance at an “Applied Professionalism Program” or completion of a Commission-approved mentoring program during their first three-year educational period. These programs are also listed on our website.

Please contact the office at 317-232-1943 or [cle@courts.in.gov](mailto:cle@courts.in.gov) if you have any questions about your continuing Legal education requirements.

## **Indiana Mandatory Continuing Legal Education for New Lawyers**

The Indiana Continuing Legal Education Rules require attorneys admitted on the basis of successfully passing the Indiana Bar Examination to report CLE hours during the year (January 1 to December 31) following their year of admission. These newly admitted attorneys must complete CLE programs designated by the Commission as appropriate for new lawyers during their first three-year period. This requirement does not apply to attorneys admitted by motion.

Questions & Answers:

### ***What is the New Lawyer Requirement?***

The New Lawyer Requirement is as follows:

You must complete a minimum of 36 credit hours designated as appropriate for new lawyers within your first three-year education period. You must complete a minimum of six hours per year. Six of the 36 hours must be from the Commission-Accredited Six-Hour Applied Professionalism Course.

If you seek a waiver or exemption of this rule, follow the procedures set out in Indiana Admission and Discipline Rule 29 Section 8.

If you were admitted at least five years in another state at the time of your Indiana Admission, you may seek an exemption from the new attorney requirements.

***I will be leaving Indiana and beginning practice in another state sometime during my first three-year education period. Does the New Lawyer Requirement apply to me?***

Yes. As long as you are listed on the active Roll of Attorneys, you must complete a three-year education period as described above..

If you become an inactive attorney by filing an Affidavit of Inactive Status with the Roll of Attorneys, you need not satisfy the New Lawyer Requirements until you reactive your license. You must continue to pay your annual inactive registration fee.

### ***How do I find New Lawyer Programs and Applied Professionalism courses?***

You may visit the Commission website where you will find a searchable database of CLE courses, with courses approved for new attorneys or applied professionalism as a search criteria. The Commission-Accredited Six-Hour Applied Professionalism Course is offered by a variety of sponsors.

The CLE website is located at [courts.in.gov/cle](http://courts.in.gov/cle)

If you would like to attend or develop a new lawyer course that is not listed, you may apply for accreditation using the application for CLE accreditation at [courts.in.gov/cle](http://courts.in.gov/cle).

Additionally, the Indiana State Bar Association's mentoring program (mentor match) has been approved by the Commission for Applied Professionalism credit. Contact the ISBA @ 317-639-5465 or [inbar.org](http://inbar.org).

### ***How does the Commission tell if I have satisfied the New Lawyer Education Requirement?***

Sponsors of accredited activities for new lawyers must report attendance to the Commission within thirty (30) days of an activity. However, you are ultimately responsible for keeping your records current with the Commission. You will be sent a transcript in early September of each year and it is your job to inform the Commission of any omissions or inaccuracies.

You must keep your address current with the Roll of Attorneys in order to insure receipt of your annual CLE transcript and annual registration fee notice. All address and name changes must be immediately reported to:

Indiana Clerk of the Courts, Roll of Attorneys  
Room 217 State House  
Indianapolis, IN 46204  
Phone: (317) 232-5861, #4  
Fax: (317) 232-8265  
[courts.in.gov/cofc](http://courts.in.gov/cofc)

If you are admitted in more than one state that requires CLE, [clereg.org](http://clereg.org) may be helpful.