

CONTINUING LEGAL EDUCATION INFORMATION

The Texas Board of Legal Specialization (TBLS) certifies both attorneys and legal assistants in specialty areas of law. The following is a brief description of this process.

TBLS requires attorneys and legal assistants who are certified or seeking certification to meet a specific number of CLE hours. TBLS reviews all continuing legal education (CLE) **INDEPENDENTLY** from the Minimum Continuing Legal Education (MCLE) Department of the State Bar of Texas. MCLE approval of a course does not insure TBLS approval. TBLS prefers to review courses for approval prior to the actual date of the event. A course sponsor (or any individual certified attorney and/or legal assistant) may request TBLS approval by mailing or faxing course information such as the brochure, or outline. The course will be reviewed, and the sponsor and/or individual will be notified of the course's approval status. Courses must be of an advanced nature in order to qualify for TBLS approval. Computer courses, office management courses, or basic skill courses are usually not approved.

The number of credit hours for a course is determined upon TBLS approval. Participation hours are calculated using a 60-minute hour. This does not include the time given for meals or breaks.

As continuing legal education sponsors, it would be helpful to have this form available at all your seminars for two reasons:

1. For legal assistants who may attend and do not have a membership identification number to fill out the MCLE attendance card.
2. For board certified attorneys who wish to receive specialization credit for a seminar TBLS has approved and MCLE has **REJECTED**.

*Remember MCLE and TBLS approve courses separately.

TBLS CERTIFICATION CLE REQUIREMENT

Legal Assistants

Certification applicants must complete 30 hours of CLE in the specialty area, within the three years immediately preceding application through December 31 of the year of application. Of the 30 hours of CLE, 10 hours may be self-study in the specialty area.

Attorneys

Certification applicants must complete 60 hours of CLE in the specialty area within the three years immediately preceding application through December 31 of the year of application. Certification applicants may not receive credit for more than 30 hours of CLE in a calendar year. Applicants are allowed 5 hours of self-study credit during each calendar year. All self-study must be in the specialty area.

TBLS RECERTIFICATION CLE REQUIREMENT

Legal Assistants

Recertification applicants must complete 75 hours of CLE in the specialty area by December 31 of each 5th year of certification. Recertification applicants may not receive credit for more than 30 hours of CLE in a calendar year. Recertification applicants are allowed 5 hours of self-study credit during each calendar year. All self-study must be in the specialty area.

Attorneys

Recertification applicants must complete 100 hours of CLE in the specialty area by December 31 of each 5th year of certification. Recertification applicants may not receive credit for more than 30 hours of CLE in a calendar year. Applicants are allowed 5 hours of self-study credit during each calendar year. All self-study must be in the specialty area.

If you have any questions, please feel free to contact TBLS at 1-800-204-2222 ext. 1454
Or 512-453-7266.

ATTENDANCE FORM ON REVERSE SIDE