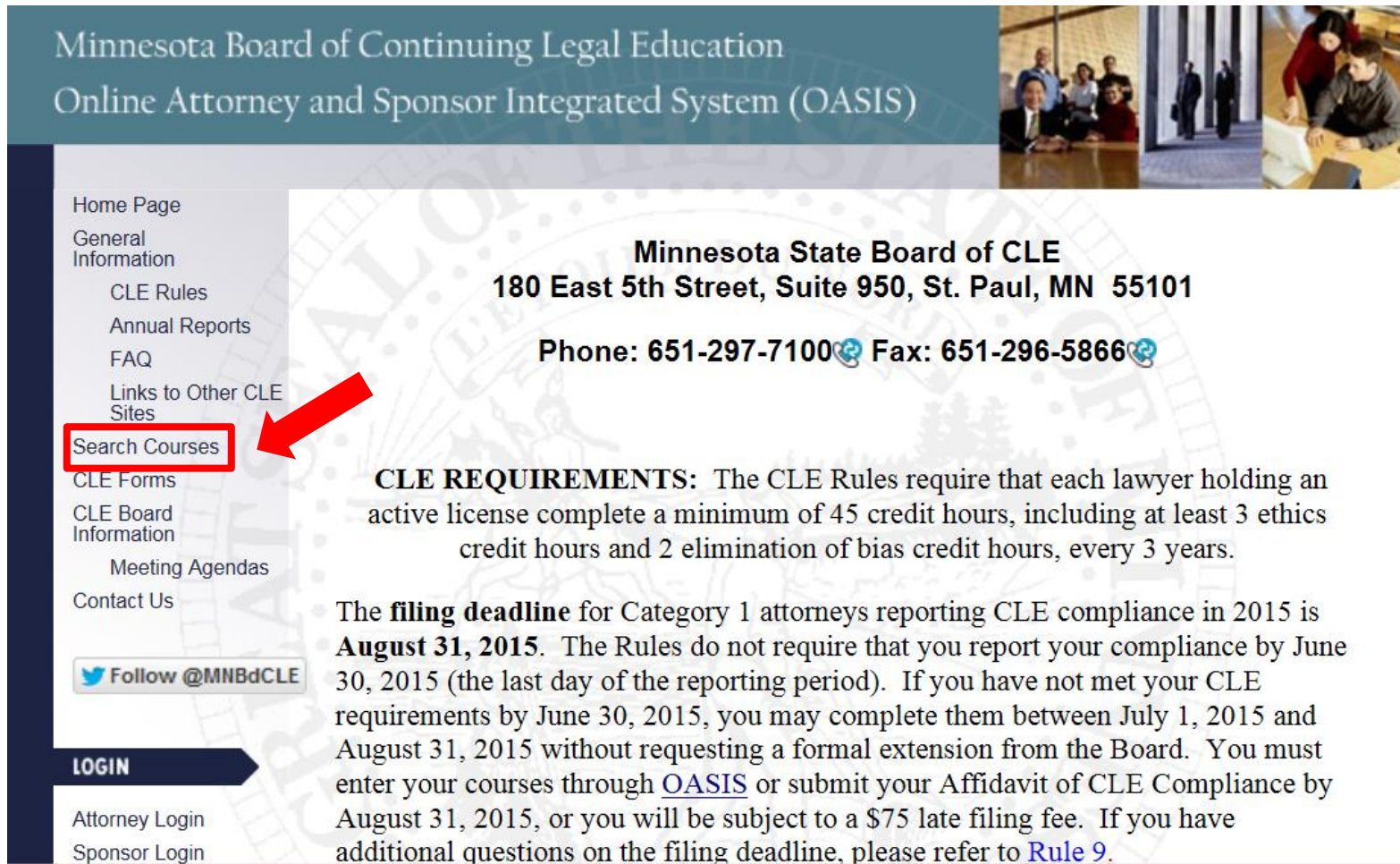


Instructions for Searching for Child Protection Courses on the MN CLE Website

1. Go to the website for the Minnesota Board of Continuing Legal Education Online Attorney and Sponsor Integrated System (OASIS): <http://mbcle.state.mn.us/mbcle/pages/home.asp>
2. Click on the “Search Courses” link



Minnesota Board of Continuing Legal Education
Online Attorney and Sponsor Integrated System (OASIS)

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Sponsor Login

Minnesota State Board of CLE
180 East 5th Street, Suite 950, St. Paul, MN 55101
Phone: 651-297-7100 Fax: 651-296-5866

CLE REQUIREMENTS: The CLE Rules require that each lawyer holding an active license complete a minimum of 45 credit hours, including at least 3 ethics credit hours and 2 elimination of bias credit hours, every 3 years.

The **filing deadline** for Category 1 attorneys reporting CLE compliance in 2015 is **August 31, 2015**. The Rules do not require that you report your compliance by June 30, 2015 (the last day of the reporting period). If you have not met your CLE requirements by June 30, 2015, you may complete them between July 1, 2015 and August 31, 2015 without requesting a formal extension from the Board. You must enter your courses through [OASIS](#) or submit your Affidavit of CLE Compliance by August 31, 2015, or you will be subject to a \$75 late filing fee. If you have additional questions on the filing deadline, please refer to [Rule 9](#).

3. If you are searching for a specific course and know the Event Code for the course, type it in the “Event Code” box and click on “SEARCH” and then the information about the number and type of CLE credits approved by the CLE Board will appear.

Choose one or more of the following search criteria:

Event Code:

OR

Course Title:

Course(s) Held Between: and (mm/dd/yyyy)
To search on a specific date, enter that date in each date field, ie:
01/01/2005 and 01/01/2005

Sponsor Name:

Location:

Type of Credit:
 Any type of credit
 Only courses approved for one or more of credit types:
 Standard Law Office Mgmt Ethics Bias Professional Develop
 On-Demand

Sort Results By:


SEARCH **RESET** **CANCEL**

4. If you don't know the "Event Code" for the course, or if you are trying to find a list of courses you could attend, go to the "Course Title" box and type in a key search term, such as "CHIPS," "parent," "child," "juvenile," "protection," or "permanency," and then click on "SEARCH." You will need to repeat the search process using additional search terms. You may also narrow your search by typing in specific time frames (e.g., 4/1/15 to 5/31/15) or sponsors (e.g., Minnesota CLE) or types of credit (e.g., standard, ethics, elimination of bias).

Choose one or more of the following search criteria:

Event Code:

OR

Course Title: 

Course(s) Held Between: and (mm/dd/yyyy)
To search on a specific date, enter that date in each date field, ie:
01/01/2005 and 01/01/2005

Sponsor Name:

Location:

Type of Credit:

Any type of credit

Only courses approved for one or more of credit types:

Standard Law Office Mgmt Ethics Bias Professional Develop

On-Demand

Sort Results By:

5. If a course exists with the key words and other search parameters you used, it will appear on your screen. Included will be information about the course name, date, sponsor, and number and type of credits approved by the CLE Board. Please note that even though a course has been awarded credits by the CLE Board, it will not be approved for the CHIPS Parent Attorney Roster (PAR) unless it addresses CHIPS proceedings.

To Report Your Attendance at a Course(s), Check Box(es) to Left and Click Report Course(s). Courses displayed in red are pending.

What does it mean when a course displays zero credits under the "Search for approved courses"?

| Include | Event Code | Event Date | Course Title / Location | Sponsor | Strd | LOM | Ethics | Bias | Prof Dev | Status |
|---------|------------|------------|--|---|------|------|--------|------|----------|----------|
| | 197107 | 11/11/2014 | Family Law: Adoption & Juvenile Protection Rules/Webcast | Minnesota CLE | | | | | | Approved |
| | 198291 | 12/29/2014 | Sealing/Expungement of Civil, Juvenile & Adult Criminal Records/St. Paul | Minnesota Sheriffs' Association | 4.00 | 0.00 | 0.00 | 0.00 | 0.00 | Approved |
| | 202770 | 2/4/2015 | Sealing/Expungement of Civil, Juvenile and Adult Criminal Records/Duluth | Minnesota Sheriffs' Association | 4.00 | 0.00 | 0.00 | 0.00 | 0.00 | Approved |
| | 202771 | 2/25/2015 | Sealing/Expungement of Civil, Juvenile and Adult Criminal Records/St. Cloud | Minnesota Sheriffs' Association | | | | | | Approved |
| | 200790 | 3/3/2015 | Sealing/Expungement of Civil, Adult, Juvenile Criminal Records/Andover | Minnesota Sheriffs' Association | 4.00 | 0.00 | 0.00 | 0.00 | 0.00 | Approved |
| | 204341 | 3/26/2015 | Update on Department of Corrections' Programs for Adult and Juvenile Offenders, New Legislation, Policies, Adult Hearing and Release Process, and Life Hearings/St. Paul | Office of the Minnesota Appellate Public Defender | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | Approved |
| | 202848 | 4/20/2015 | Juvenile Protection Law in Minnesota SIMUL CAST/Webcast | Minnesota CLE | | | | | | Approved |
| | 200845 | 4/20/2015 | Juvenile Protection Law in Minnesota/Minneapolis | Minnesota CLE | 3.00 | 0.00 | 0.00 | 0.00 | 0.00 | Approved |

DIDN'T FIND MY COURSE

- 6. Next, go to the CHIPS Parent Attorney Roster (PAR) website (<http://www.mncourts.gov/GovernmentPartners.aspx#tab03ChipsParentsAttorneyRoster>), log into PAR, click on “Renew Application,” and review the PAR course list to determine if the course you chose is approved on PAR (instructions for the PAR application renewal process are on the PAR website).**
- **If the course is listed on PAR as approved, you may click on it and be reapproved on PAR for another year.**
 - **If the course has not been approved, contact Judy Nord at judy.nord@courts.state.mn.us to seek approval of the course (you may be asked to provide a copy of the course agenda, which you would obtain from the course sponsor).**