



# PETITION FOR CONTINUING JUDICIAL EDUCATION CREDIT

## INSTRUCTIONS

Complete and save this form and then click the Submit button to send it via email to Judicial Education. If you need to mail the completed petition and supporting material, please send it to: ATTN: Kelsi Dolan, Human Resources & Development, 25 Rev. Dr. Martin Luther King Jr. Blvd., #120, St. Paul, MN 55155-1500. Your approved petitions will be reflected on your Judicial Education transcript. For more information view the Education Policy and/or contact Judicial Education staff.

## APPLICANT INFORMATION

NAME:

TITLE:

DISTRICT:

PHONE:

## COURSE INFORMATION On-Demand (recording)

COURSE TITLE:

LOCATION:

DATES(S):

SPONSOR:

### **HOURS:**

\_\_\_\_\_  
HOURS AS A PARTICIPANT (STANDARD)

\_\_\_\_\_  
HOURS AS A PARTICIPANT (DIVERSITY & INCLUSION)

\_\_\_\_\_  
HOURS AS A PRESENTER

+ PREPARATION HOURS (maximum=2x presentation)

\_\_\_\_\_  
TOTAL HOURS

## **SUPPORTING MATERIAL**

Submit with this petition a course agenda that includes topics, speakers and the time frame of the presentations. If you have hard copies, please scan them first as PDF files and then attach them to the email with your petition.

I affirm that the information herein is complete and accurate, and that I did in fact attend the session(s) as indicated above.

OR

\_\_\_\_\_  
PETITIONER'S SIGNATURE

\_\_\_\_\_  
PETITIONER'S DOCUSIGN

**DO NOT WRITE BELOW THIS LINE - FOR USE BY HRD ONLY**

Approved for Participant hours (Standard) of Continuing Judicial Education Credit.

Approved for Participant hours (Diversity & Inclusion) of Continuing Judicial Education Credit.

Approved for Faculty hours of Continuing Judicial Education Credit.

Not approved. Reason: