

## Appendix V: AFFIDAVIT OF CLE TRANSFER

MINNESOTA STATE BOARD OF CONTINUING LEGAL EDUCATION  
25 Rev. Dr. Martin Luther King Jr. Blvd., Suite 110 St. Paul, Minnesota 55155  
651-297-7100 [www.cle.mn.gov](http://www.cle.mn.gov)

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License Number: \_\_\_\_\_ Name: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

\_\_\_\_\_ Request to transfer from **Voluntary** Restricted to Active Status and submitting all credits needed to transfer  
Rule 12C(1):

\_\_\_\_\_ I have completed Attendance Information on Page 2.  
\_\_\_\_\_ I have submitted the fee of \$125.

\_\_\_\_\_ Request to transfer from **Involuntary** Restricted to Active Status and submitting all credits needed to transfer  
Rule 12D(1):

\_\_\_\_\_ I have completed Attendance Information on Page 2.  
\_\_\_\_\_ I have submitted the fee of \$250.

\_\_\_\_\_ Discretionary transfer Request from **Voluntary** Restricted to Active Status: Rule 12C(2)(b)

\_\_\_\_\_ I have completed Attendance Information on Page 2 submitting at least 45 credits, including 3 ethics  
and 2 bias.  
\_\_\_\_\_ I have completed the Discretionary Transfer Plan Details on Page 3.  
\_\_\_\_\_ I have submitted the fee of \$125.

\_\_\_\_\_ Discretionary transfer Request from **Involuntary** Restricted to Active Status: Rule 12D(2)

\_\_\_\_\_ I have completed Attendance Information on Page 2 submitting at least 45 credits, including 3 ethics  
and 2 bias.  
\_\_\_\_\_ I have completed the Discretionary Transfer Plan Details on Page 3.  
\_\_\_\_\_ I have submitted the fee of \$250.

\_\_\_\_\_ Request to transfer from **Involuntary** Restricted Status to **Voluntary** Restricted Status: Rule 12E

\_\_\_\_\_ I understand that if I decide in the future that I wish to transfer to Active Status I will need to comply  
with Rule 12C.  
\_\_\_\_\_ I have submitted the fee of \$250.

I swear that the information below or attached is an accurate record of my attendance.

Lawyer Signature \_\_\_\_\_ Date: \_\_\_\_\_

Please note: You may also need to update your Lawyer Registration Status. You may view your current Lawyer Registration Fee Status through your online account in OASIS (<https://oasis.cle.mn.gov>) or in the public search: <http://mars.courts.state.mn.us/> If you require additional information, please visit the website [www.lro.mn.gov](http://www.lro.mn.gov) or contact our office at [lawyerregistration@mbcle.state.mn.us](mailto:lawyerregistration@mbcle.state.mn.us).

### ATTENDANCE INFORMATION:

Please include the Sponsor, Course Title, Event Code (if known), Course Dates, Number of Credits for Attendance, and Total Credits. Additionally, if you are claiming teaching credit per [Rule 7A](#), you may add that to this chart. You may not claim teaching credit for On-Demand courses.

SPONSORING AGENCY	COURSE TITLE	EVENT CODE *	COURSE DATE(S)	STANDARD (inc. Prof Dvlpmt/Law Office Mngt)	ETHICS	ELIM OF BIAS	ON-DEMAND (Y/N) **	TEACHING CREDIT	TOTAL CREDITS
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									

(USE ADDITIONAL SHEETS IF NECESSARY)

\* You must provide a detailed course agenda if the course(s) you have attended have not been approved for CLE credit in Minnesota. Additional course description information may be requested.

\*\* On-Demand courses are capped at 30 credits per 3-year reporting period

Please retain a copy of this form for your records

DISCRETIONARY TRANSFER PLAN DETAILS

\_\_\_\_\_ I am requesting discretionary transfer under Rule 12 C(2)(b) and/or 12D(2). I have reported the completion of \_\_\_\_\_ credits and provided a plan (below) to complete the remaining credits by \_\_\_\_\_ (please include month/day/year).

- Lawyers must report at least 45 credit hours, including 3 hours of Ethics CLE and at least 2 hours of Elimination of Bias CLE to seek a discretionary transfer. You may report more than the minimum required number of ethics and bias credits. All ethics and bias credits count towards your requirement. No more than 30 credits per 45 credit reporting period may be On-Demand.

DISCRETIONARY TRANSFER – COURSES TO FULFILL REMAINING REQUIREMENTS								
SPONSORING AGENCY	COURSE TITLE	EVENT CODE *	COURSE DATE(S)	STANDARD (inc. Prof Dev and LOM)	ETHICS	ELIM OF BIAS	ON-DEMAND (Y/N)**	TOTAL CREDITS
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								