**MANDATORY CONTINUING JUDICIAL EDUCATION**

**OFFICIAL REQUEST FORM**

Return to: Administrative Office of the Courts

Attn: Phil Zitzelman

P.O. Box 41170Olympia, WA 98504-1170 (360) 705-5551 Fax: (360) 956-5719

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| --- | --- | --- |
| Maintaining Connections Through Virtual Family Time | Court Improvement Training Academy (CITA) | April 2, 2020 |

**Name of Program Sponsor Date**

**\*Please attach program agenda for all CJE requests except publishing legal writing and institutional visits. For publishing, attach publication.**

[ ]  Attendance at continuing professional judicial education. (check one)

[ ]  Present in the audience

[ ]  Live Webinar

[ ]  Recorded Webinar with faculty present

[ ]  Self-Study continuing professional judicial education.

Listening to or watching recorded accredited CJE webinar (limited to 15 hours, of which 2 hours are in the area of ethics, within a judicial officer’s three-year recording period)

[ ]  Teaching/publishing legal writing (check one)

[ ]  Teaching

[ ]  Publishing Legal Writing

Limited to 15 hours, of which up to two hours are in the area of judicial ethics, by teaching or publishing legal writings within a judicial officer’s three-year recording period)

[ ]  Institutional Visit

Up to 3 hours within a judicial officer’s three-year recording period may be completed by visits to correctional and similar institutions.

**Name of Institution Date of Visitation**

**TO BE COMPLETED BY THE JUDICIAL OFFICER**:

By signing below, I certify that I participated in the activity described above and request \_\_\_\_\_\_\_\_\_\_\_\_ CJE credit hours, including \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ethics credits.

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Judicial Officer Name (Print) Signature

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Revised: 6/23/15 Date