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NEW THIS REPORTING CYCLE! You have received this mailing because you were admitted to practice law in Wisconsin in an even-numbered year and your Wisconsin membership status is listed as active. Thus you will be required to comply with the reporting requirements pursuant to SCR 31.03. **New this cycle:**

- All attorneys will be required to **electronically file** their CLE report using the e-filing program at <https://www.wicourts.gov/services/attorney/edu.htm>.
- Effective July 1, 2017, **two new categories** of CLE credits may be used. Those include “Lawyer Awareness and Understanding” and “Law Practice Management.” Each category is **limited to 6.0 credits** per reporting period. For more details on each category, see SCR 31.02 (3) and (4) at <https://www.wicourts.gov/sc/scrule/DisplayDocument.pdf?content=pdf&seqNo=192738>.
- On or after July 1, 2017, you may attend and report **an additional 5.0 hours** of “on-demand” credits for a total of 15.0.
- If you have a new or different email address since your last reporting cycle or if you have forgotten your login information, please send an email to eCourts.Administration@wicourts.gov. Provide your first and last name, your State Bar Membership number, indicate what type of assistance you need (*e.g.*, user name, password, PIN number, etc.) and a response will be sent to you.
- Remember, if your primary practice is in Wisconsin, you will be required to report a minimum of 30.0 CLE credits, 3.0 hours of which must satisfy the EPR (ethics and professional responsibility) requirement on or before February 1, 2019, to avoid a late fee or other penalties. To ensure that your report is submitted, please remember to enter your four digit PIN number. See Page 7 of the CLE Electronic Filing Instructions for further details.

Should you need further assistance with filing, please contact our CLE Records Manager Team: Tammy McMillen at (608) 261-2350 or Julie Halverson at (608) 261-2349.