



**NC DISPUTE RESOLUTION COMMISSION
PO BOX 2448
RALEIGH, NC 27602
(919) 890-1415**

**SPONSOR'S APPLICATION FOR APPROVAL
OF PROGRAM FOR CME CREDIT, and
CONSENT AND RELEASE TO USE PHOTOGRAPHS AND VIDEOS**

**Please submit this application to the NCDRC at least 45 days
prior to the CME Program to: DRCMediators@nccourts.org**

1. Name of Sponsor: _____
Website: _____

2. Contact person for questions about content: _____
Telephone # _____
Address: _____
Email address: _____

3. Program title: _____

4. Live Program Date: _____ No. of approved CME hours sought: _____
 - a. Video replay first available date: _____
 - b. Webinar first available date: _____
Link: _____
 - c. On demand first available date: _____
Link: _____
 - d. Please contact me about the option of recording the CME for future video replay options on the NCDRC website. _____

5. Location of live program: _____ Registration fee: _____

6. This Program has been ___ submitted for approval or _____ approved for _____ hours of CLE credit by the Board of Continuing Legal Education of the NC State Bar.

7. Please attach the following required information:
 - a. A brief description of the eligible subject matter covered in the course program; *(THIS WILL BE THE COPY POSTED ON THE WEBSITE TO EXPLAIN THE PROGRAM CONTENT. NCDRC WILL WRITE THE COPY IF THE SPONSOR DOES NOT PROVIDE IT. PLEASE LIMIT IT TO 1 OR 2 SHORT SENTENCES.)*
 - b. Provide Permission and Release for Use of Materials signed by each presenter;
 - c. Identification of all presenters by name and qualification;
 - d. An agenda or outline of the program; and
 - e. NC State Bar approval for CLE credit, when obtained.

8. The Sponsor agrees to furnish to the NCDRC within 30 days after the conclusion of the CME Program, a listing of attendees and the number of hours each attended, in alphabetical order, and a list of presenters and the number of hours of approved CME that each presented.

9. The Sponsor certifies that, pursuant to the NCDRC'S Mandatory CME Policy, the content of this program relates either to G.S. §7A-38.1, G.S. §7A-38.4A, Rules of the NC Supreme Court for the MSC and FFS Programs, Rules of the NC Industrial Commission, Standards of Professional Conduct for Mediators, grievance and disciplinary procedures of the NCDRC, advisory opinions adopted to date by the NCDRC, or case law updates involving mediation.

10. The NCDRC does not currently charge a fee per credit hour per attendee, for CME reporting purposes, and Sponsor should not collect a fee from any attendee on behalf of the NCDRC.

Date: _____

CME Sponsor: _____

Signature: _____

Title: _____

For NCDRC use only:

This program is is not approved for _____ hours of CME credit.

Date: _____

Approved by: _____

Last updated April 2020