

Judicial Branch Education Commission

Self-Study

A. Authority.

Under the North Dakota Rule on Continuing Judicial Education, Administrative Rule 36, the Commission may award credit to justices, judges, and referees for completion of self-study courses. Self-study materials eligible for receiving credit include online course modules or videos in the court's learning management system, and recorded or on-demand web-based courses or webinars offered by a presumptively approved provider in Administrative Rule 36. Self-study must be related to substantive, procedural or evidentiary laws, ethics diversity, fairness or access, or court administration. Courses, webinars, or videos not provided through the court's learning management system must be accompanied by appropriate written materials or certificate of completion to verify credit hours.

B. Application Procedure and Credit Limits.

1. To receive credit for completion of a self-study course not provided through the court's learning management system, an Application for Approval of Continuing Judicial Education Activity may be completed and submitted to the Judicial Branch Education Commission through the Director of Education and Communication or applicants may enter the course as external learning on their transcript in the court's learning management system. All requests for external learning are reviewed by the Director of Education.
2. Attached to the application or uploaded to the LMS and included in the external learning request must be a copy of the self-study course materials or a detailed description of the course contents and sponsoring organization.
3. The Director of Education shall approve or deny the request for approval of self-study course work for continuing judicial education credits within 30 days of the receipt of the written request. An appeal of the director's decision will follow procedure established in Section H of the Course Approval Policy.
4. A justice, judge, or referee may not claim in excess of 20% of the required hours for any one reporting period (three years) for self-study. A municipal judge may not claim in excess of six (6) hours for any one reporting period (three years) for self-study.

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