

INSTRUCTIONS FOR REPORTING COMPLETION OF NLMP

Pursuant to MCLE Rule 4.5(b), upon completion of the New Lawyer Mentoring Program (NLMP), a new lawyer shall file an executed NLMP Completion Certificate for accreditation by the MCLE Program Manager. Below are instructions for filing your certificate.

1. Log on to your Member Dashboard at <https://hello.osbar.org/>
2. Click **MCLE Reporting**
3. Click **Add Activity to Transcript**
4. Click **NLMP New Lawyer**
5. **Upload NLMP Completion Certificate**
6. **Pay \$100 NLMP Fee by credit card or ACH transfer**
7. Click **Add to Transcript**

Your 6.0 CLE credits earned by completing the program will be reflected on your MCLE transcript for your first three-year reporting period. (See MCLE Regulation 5.100(c)).