

SUPREME COURT OF VIRGINIA

Office of the Executive Secretary
100 North Ninth Street, Third Floor
Richmond, Virginia 23219
(804) 786-6455
FAX (804) 786-4542

CERTIFICATION OF ATTENDANCE
CONTINUING EDUCATION FOR SPECIAL JUSTICES

Check if new address, phone, or email

Name: _____
Last First Middle

Address: _____

I serve as a special justice for:
 Adults Juveniles Both

List all *JUDICIAL CIRCUITS* where
authorized to serve as a special justice:

Daytime Phone:() _____

Email Address: _____

PROGRAM INFORMATION

Sponsor: _____

Course/Program Title: _____

Program Hours: _____

Has this training been approved by the Office of the Executive Secretary,
Supreme Court of Virginia, for special justices? Yes No

If no, please attach a Request for Approval form, available on the Judicial System website, or by contacting the
Office of the Executive Secretary.

CERTIFICATION

Date: _____

() I attended the entire program.

() I attended a total of _____(hrs./min.) of CLE credit hours or program hours.

NOTE: Credit is awarded for actual time in attendance rounded to the nearest half hour.

Date

Signature

*PLEASE NOTE: You will receive confirmation **via e-mail** when your record has been updated or if there is any
question about your certification.