

CLE materials for

*Maintaining the Public Trust: An eLearning Program from the Federal Judicial Center on the Code of Conduct and Ethics for Federal Law Clerks*

The Federal Judicial Center has provided the attached materials to assist courts in program planning and in applying for continuing legal education (CLE) credit for the eLearning program *Maintaining the Public Trust: An eLearning Program from the Federal Judicial Center on the Code of Conduct and Ethics for Federal Law Clerks*. The materials include a program description, faculty biographies, a continuing legal education application form, and a certificate of attendance for the program.

The Center is unable to process individual applications for CLE credit, and therefore there is no preapproval, but these materials will help you facilitate the process in your court. Each individual attorney is responsible for submitting an application for CLE and for making any payments that are required. The Center does not have course numbers for the jurisdictions; you will have to acquire that information once you apply for CLE credit in the jurisdiction for which you desire credit. With regard to the Court Training Specialist signature that is required on the Certificate of Attendance, you can have your court's Training Coordinator/Training Specialist or Human Resources Specialist/Human Resources Manager sign the certificate. After it is signed, please submit the form to the CLE Commission or State Bar for which you seek credit. We strongly recommend that you contact your state's CLE board for information about CLE requirements, which vary from state to state.

If you have any questions about the CLE application process please contact Rhonda Starks at 202-502-4059 or [rstarks@fjc.gov](mailto:rstarks@fjc.gov). If you have any questions about the program in general please contact Brenda Baldwin-White at 202-502-4112 or [bbaldwin-white@fjc.gov](mailto:bbaldwin-white@fjc.gov).

**Program Title:** *Maintaining the Public Trust: An eLearning Program from the Federal Judicial Center on the Code of Conduct and Ethics for Federal Law Clerks*

**Audience:** Career and Term Federal Law Clerks

**Time to complete:** 1.5 hours

**Program learning elements:** Short video lectures by Professor Laurie Levenson, Loyola Law School, Los Angeles; text-based content presenting key teaching points; examples of ethics situations; learner exercises to test understanding and provide corrective and reinforcing feedback; quiz tracking and summary score display.

**Developers:** Brenda Baldwin-White (Project Manager), Jody George (Video Producer), and James Buchanan (Instructional Design) at the Federal Judicial Center

**Server platform:** Inquisix SCORM server

**Learning Objectives:**

By the end of this eLearning program, you will be able to:

- state the five main categories of your ethical obligations;
- recognize duties involving confidentiality and conflicts of interest;
- describe the boundaries of what political activities you can engage in;
- state those online activities that are permissible under the Code;
- list the rules governing gifts;
- describe limits on your participation in community and other outside professional and social activities;
- state conflicts involving your career as a federal law clerk;
- list guidelines and other restrictions that are specific to your judge and chambers; and,
- locate sources of guidance including an Ethics Checklist for Federal Judicial Law Clerks.

## FACULTY BIOGRAPHICAL INFORMATION

### *Maintaining the Public Trust: An eLearning Program from the Federal Judicial Center on the Code of Conduct and Ethics for Federal Law Clerks*

**LAURIE L. LEVENSON:** Professor of Law, William M. Rains Fellow & David W. Burcham Chair in Ethical Advocacy, Loyola Law School, Los Angeles, California.

EDUCATION: A.B., Stanford University, 1977; J.D., UCLA School of Law, 1980.

PROFESSIONAL EXPERIENCE: Law Clerk to the Honorable James Hunter III, U.S. Court of Appeals for the Third Circuit, 1980–81; Assistant U.S. Attorney (Trial Attorney, Chief of Criminal Appellate Section), Los Angeles, 1981–89; Associate Professor, Loyola Law School, 1989–94; Professor since 1994; Dean of Academic Affairs, 1996–99; Professor of Law & William M. Rains Fellow, Loyola Law School.



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Judicial Center on the Code of Conduct and Ethics for Federal Law  
Clerks***

*an eLearning program from the Federal Judicial Center*

**ATTENDANCE CERTIFICATE**

**This certificate should be filed with the appropriate MCLE Board or Commission within 30  
days of this activity.**

*(keep a copy for your records)*

Date you participated in the program: \_\_\_\_\_

\_\_\_\_\_  
Registrant signature

\_\_\_\_\_  
Registrant name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, state, zip code

\_\_\_\_\_ for \_\_\_\_\_  
Attorney No. (if applicable) State

I attended a total of \_\_\_\_ hours at the viewing site in \_\_\_\_\_  
(Please note that different jurisdictions approve varying numbers of credit. The total hours above is the  
actual number of 60-minute hours attended.)

**COURT TRAINING SPECIALIST CERTIFICATION**

This will certify that the above-named person attended the *Maintaining the Public Trust: An eLearning  
Program from the Federal Judicial Center on the Code of Conduct and Ethics for Federal Law Clerks*  
eLearning program on the date indicated above.

\_\_\_\_\_  
Court Training Specialist/Court Training Coordinator/Human Resources  
Specialist/Human Resources Manager signature