Submitting CLE Credits Online

1. Visit www.kybar.org

2. Select CLE

3. Sign in to your Member CLE Portal

4. Select Submit New Credits

5. Click on the Program box and type in the Activity Number. Wait for the system to locate the program and for the field to populate. Click on the box to select that program.

6. Click Next.

7. Click “Total CLE” and enter the amount of credits earned. Repeat for “Ethics” to enter the ethics credits earned.

8. Type your name as your certification and signature.

9. Click Next.

10. Your credit has now been added and will appear on your transcript.