



Instructions for Online Certificates of Attendance

Follow the instructions below to print your certificate of attendance:

1. Go to www.afccnet.org.
2. Click **LOGIN** located on the dark tool bar, in the upper right hand corner.
 - If you don't know your password, click "Reset password."
3. Click on **Member Center** located on the horizontal blue menu bar at the top.
4. A white drop-down menu will appear. Click **Your Profile**.
5. Click the **Purchases** tab under your name.
6. Click **Events** on the left-hand side.
7. Find the AFCC-AAML Conference click the blue box to the right that says **Details**.

If you did not pre-select sessions, please click "**Add Session+**" on the right side, add the sessions you attended. If you selected sessions in advance but went to different ones than what you have listed, please contact the AFCC office to swap those sessions out.

8. Click "**Download Certificate**". *If you do not see the "download certificate" button, that means you did not purchase a certificate, please contact the AFCC office to purchase a certificate.*
9. Click **OK** when it asks "download file to your computer"?
10. Another box may pop up asking to save or open, click whichever you prefer and a PDF of your certificate of attendance will pop up.

If you notice that sessions you attended at the conference are missing from your certificate or have any troubles following the steps above, please call the AFCC office at 608-664-3750 or email afcc@afccnet.org and a staff member will be happy to assist you.

2019 AFCC-AAML Conference offers continuing education opportunities as follows:

Please include this page with your Certificate of Attendance when submitting continuing education credits

Psychologists:

- AFCC is approved by the American Psychological Association to sponsor continuing education for psychologists. AFCC maintains responsibility for this program and its content. The program is eligible for up to 15.5 hours of continuing education. All sessions are eligible.

California Attorneys:

- An application has been submitted for MCLE by the State Bar of California for up to 15.5 hours. Once approved, AFCC will email all California attendees to let them know.

Certified Family Law Specialization:

- An application has been submitted for legal specialist educational credit in Family Law and MCLE for up to 15.5 hours by the California Board of Legal Specialization of the State Bar of California. Once approved, AFCC will email all California attendees to let them know.

California Custody Evaluators and Mediators:

The courses outlined in the agenda have been approved as corresponding to subject areas specified in the California Rules of Court, rule 5.210, 5.225, 5.518, and 5.215/5.230. The views expressed in this training are those of the trainers and do not necessarily represent the official positions or policies of the Judicial Council of California.

- Rule 5.210, the agenda submitted satisfies the requirements of the rule for 15.5 hours towards the initial 40 hours, and 8 hour annual CE for child custody mediators, recommending counselors, and evaluators.
- Rule 5.225, the agenda submitted satisfies the requirements of the rule for 14.5 hours toward initial 40 hours training, and 8 hours annual CE for child custody evaluators
- Rule 5.518, the agenda submitted satisfies the requirements of the rule for 11.5 hours toward initial 40 hours training, and 12 hours annual CE for juvenile dependency mediator.
- Rule 5.215/5.230, the agenda submitted satisfies the requirements of the rule for 8 hours toward initial 16 hours DV training, and 4 hours of annual DV update training for child custody mediators, recommending counselors, evaluators, and directors.

Mental Health Professionals:

- This program is Approved by the National Association of Social Workers (Approval # 886478123-2279) for up to 15.5 Social Work continuing education contact hours.

Massachusetts Parenting Coordinators:

The Probate and Family Court has approved our application for Category V - Parenting Coordination Training Accreditation. The following sessions have been approved to meet the CEU requirements for new and renewing Parenting Coordinators who wish to have their name included on the Court's Category V Parenting Coordination fee-generating appointment list. Institute 2 and 4 are approved for 3.5 hours each. Session 1, 3, 6, 7, 9, 10, 11, 12, 14, 15, 18, and 20 are approved for 2.0 hours each. All Category V applications and yearly CLE submissions will need to provide a certificate of attendance, which can be obtained from AFCC, to be submitted to the Probate and Family Court.

US Lawyers:

- Supreme Court of Delaware has approved the program for up to 15.5 general credits (2.0 Enhanced Ethics Credits-Session 2 and 16) of continuing legal education. Course ID number: AFC09192019AFCC-.
- Supreme Court of Pennsylvania CLE Board has approved the pre-conference institute program for up to 3.00S hours of continuing legal education, Course Number: 304363. They have also approved the conference program for up to 12.00 = 2.00E 12.00S hours of continuing legal education, Course Number 304362. Session 2 & 16 are approved for the 2.00E. Credit Request Form must be submitted after the conference, please contact Nicole Ellickson, nellickson@afccnet.org for a copy of this form.
- Nevada Board of Continuing Legal Education has approved the program for up to 15.50, which includes 2.00 ethics credit (session 2 and 16) and 0.00 substance abuse credit. After the conference, email Nicole Ellickson at nellickson@afccnet.org your bar number and which sessions you attended for CLE submission.
- New York attorneys may count towards their NY CLE requirement credit earned through participation in out-of-date programs accredited by a NY Approved Jurisdictions. Both Delaware and Pennsylvania are NY Approved Jurisdiction.
- New Jersey attorneys who take courses approved in another state will receive credit for courses approved in that jurisdiction through reciprocity; however; attorneys must ensure that they are also meeting the requirements of NJ's programs minutes