

Name: _____

Certification Number: _____

**OFFICE OF THE EXECUTIVE SECRETARY
OF THE SUPREME COURT OF VIRGINIA**

CME CARRYOVER SUPPLEMENTAL FORM

Please use black ink and type or print so document will be legible when scanned.

DRS MUST RECEIVE THIS FORM NO LATER THAN NOVEMBER 15TH OF YOUR RECERTIFICATION YEAR. FORMS RECEIVED AFTER THAT DATE WILL NOT BE CONSIDERED.

Use this form to submit carryover CME for your next recertification period that you did NOT submit to DRS with your recent application for recertification. Carryover CME must be taken by October 31 of your recertification year.

Circle "Yes" or "No" for the following statements:

Yes	No	I submitted ADR-1003, Application for Recertification , to DRS.
Yes	No	I submitted proof of at least 10 CMEs, including 2 ethics CME.
Yes	No	I submitted FEWER THAN 18 total CMEs.

If any answer is marked "No," DO NOT SUBMIT THIS FORM. Contact DRS with questions.

CME CARRYOVER (minimum .5, maximum 8)

Record below any carryover CME that was NOT reported on your ADR-1003. Credit maximums still apply. CME exceeding the "Type" maximum or the total maximum of 18 cannot be carried over. **ATTACH COMPLETION PROOF FOR EACH CME.**

Additional CME Carryover Amount	Type
	Non-ethics trainings approved by DRS
	Mediator ethics trainings approved by DRS
	Mediator Peer Consultation (max 6)
	Self-Reflective Co-mediation hours (max 3)
	Trainer CME for delivering CME courses or CLE seminars related to mediation (max 6)
	Total additional CME (minimum .5, max 8)

I hereby certify that the information provided in this form is true to the best of my knowledge. I understand that all information herein is subject to verification.

Signature

Date

Do not submit this page.

Please forward the first page of this form to:

Dispute Resolution Services
Office of the Executive Secretary
Supreme Court of Virginia
100 N. Ninth Street, Third Floor
Richmond, VA 23219
Or email it to drsapplications@vacourts.gov

*If you have any questions or comments, please contact Dispute Resolution Services,
804-786-6455.*