

United States Patent and Trademark Office
Office of Enrollment and Discipline
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Course ID#: _____ Letter # _____
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SPONSOR APPLICATION FOR
UNITED STATES PATENT AND TRADEMARK OFFICE CLE COURSE APPROVAL
CLE Deadline TBD

1. Course Sponsor: _____
Sponsor Representative: _____
Address: _____
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2. Title of Program: _____
3. Total CLE hours: _____ including _____ - United States Patent and Trademark Office training
4. Circle all that apply: LIVE VIDEO/AUDIO CD-ROM IN-HOUSE SATELLITE
TELECONFERENCE INTERNET OPEN/CLOSED to all attorneys
5. Date(s): _____
6. Location(s): _____
7. REQUIRED ATTACHMENTS: OED will only consider applications with required attachments.
 - a) Program Schedule or Agenda for United States Patent and Trademark Office required material (times are required to compute approvable credit hours)
 - b) Course materials (table of contents and representative United States Patent and Trademark Office sample)
 - c) Faculty name(s) and credential(s) for United States Patent and Trademark Office required material
8. Description of materials: Total pages _____ Bound _____ Loose-leaf _____ Outline _____
Materials are distributed: Before program _____ At program _____ Other _____
9. Physical Facilities: Conference room _____ Classroom _____ Theater style _____ Writing surface _____
10. Number of Registered Practitioners present or anticipated: _____
11. SPONSORS MUST FILE A \$60.00 FEE

FEE PAID: / /
 MM DD YY

Signature (must be a Sponsor Representative)