Instructions for Provider Fee Payments

- Navigate to the Board of Continuing Legal Education Homepage (<u>https://nvbar.org/licensing-compliance/mcle/</u>).
- Click the "MCLE Login" button.



• Log into your account using the email and password associated with your State Bar of Nevada account.

Login				
The State Bar of Nevada is committed to the health and well-being of its attorneys. Programs and services ranging from t lawyer experiencing the same issues as you – to seeking clinical assistance for issues related to addiction or mental hea are available statewide <u>. Most services are provided confidentially and at no cost</u> .				
Username				
Password				
	At LOGIN	? FORGOT PASSWORD	? FORGOT USERNAME	+ CREATE NON-ATTORNEY ACCOUNT

• At your dashboard, click "MCLE Provider Portal".

MCLE Online Accreditation

MCLE Provider Portal

• Your invoices are displayed on the lower left of the screen under "Provider Invoices". You may review the various invoices by clicking the buttons for either "Course Invoices" or "Attendance Invoices". The individual invoices can also be clicked on to review the details of the charges.

PROVIDER INVOICES				
COURSE INVOICES ATTENDANCE INVOICES				
Invoice #	Invoice Date	Invoice Amt.	Balance Due	
10403765	6/22/2022	\$27.00	\$27.00	ADD TO CART
10403766	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403767	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403768	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403769	6/22/2022	\$4.50	\$4.50	ADD TO CART
10403770	6/22/2022	\$3.00	\$3.00	ADD TO CART

• Select the invoices you would like to pay by clicking the "Add to Cart" button next to the balance of each individual invoice.

PROVIDER INVOICES				
	COURSE I	NVOICES ATTENDA		
Invoice #	Invoice Date	Invoice Amt.	Balance Due	
10403765	6/22/2022	\$27.00	\$27.00	ADD TO CART
10403766	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403767	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403768	6/22/2022	\$3.00	\$3.00	ADD TO CART
10403769	6/22/2022	\$4.50	\$4.50	ADD TO CART
10403770	6/22/2022	\$3.00	\$3.00	ADD TO CART

• Once your selection of invoices is complete, click the "View Cart" button.

PROVIDER INVOICES				
COURSE INVOICES ATTENDANCE INVOICES				
Invoice #	Invoice Date	Invoice Amt.	Balance Due	
10403765	6/22/2022	\$27.00	\$27.00	
10403766	6/22/2022	\$3.00	\$3.00	
10403767	6/22/2022	\$3.00	\$3.00	
10403768	6/22/2022	\$3.00	\$3.00	
10403769	6/22/2022	\$4.50	\$4.50	
10403770	6/22/2022	\$3.00	\$3.00	

• Review the items you are paying for. If the cart looks correct, click "Checkout".

Туре		Item	Price	Qty	Total
IE Other Invoices					
×	10403765	VIEW ITE	MS		\$27.00
×	10403766	VIEW ITE	MS		\$3.00
×	10403767	VIEW ITE	MS		\$3.00
×	10403768	VIEW ITE	MS		\$3.00
				Cart Total	\$0.00
				Discounts	\$0.00
				Taxes	\$0.00
			Ship	ping & Handling	\$0.00
				Other Invoices	\$36.00
				Final Total	\$36.00
CLEAR CART					

• Enter the credit card information. Please note the billing address entered <u>must</u> match the billing address for the credit card.

Select Payment Method	CREDIT CARD
Accepted Card Types	
Card Number	
Expiration Date	~ ~
ccv	•
Billing Information	
	Copy billing information from your user profile.
First Name *	
Last Name *	
Billing Address *	
City *	
State *	Select One ~
Zip *	
Country	Select One V

• Click "Process Order" to finalize the transaction.

✓ PROCESS ORDER	🖋 EDIT CART

• When you receive a confirmation page, the payment is complete!

Order Confirmed

🖶 PRINT THIS PAGE

Order Number	Bill To Address	Ship To Address
N/A		
Payment Number	N/A	N/A
100087768		