

Understanding Rap Sheets, Automation & SWIFT!

(3 Hours – Approved for 3 CLE & VIDC Re-certification)

The understanding rap sheets and automation seminar is designed for the attorney or criminal justice professional who prepares or uses Virginia's Sentencing Guidelines. This seminar will review how to interpret and apply convictions on Identity History Summaries "Rap Sheets" to Virginia's Sentencing Guidelines. Participants will complete exercises on reading out-of-state criminal histories and scoring the offenses on the appropriate sentencing guidelines. Participants will also review how to use SWIFT, the automated sentencing guidelines application and the VCSC mobile manual and web. Register by completing the form and submit to the Commission. **Cost \$50.00** (Paralegals \$25.00), **Purchase manual separately.** (Fee waived for Judges, Comm. Attorneys, P&P, Public Defenders & Staff. Limited fee waivers are available for attorneys) **Call to schedule a seminar in your area.**

Introduction to Sentencing Guidelines

(6 Hours – Approved for 6 CLE & VIDC Re-certification)

The introduction seminar is designed for the attorney or criminal justice professional who is new to Virginia's Sentencing Guidelines. The seminar will begin with general background information and progress to detailed information on scoring each of the guidelines factors to include changes beginning July 1, 2018. Register by completing the form and submit to the Commission. **Cost \$125.00** (Paralegals \$62.50). **Purchase manual separately.** (Fee waived for Judges, CAs, Public Defenders, P&P and staff. Limited fee waivers are available for attorneys) Same content as in previous years.

9/18/2018 Lynchburg

Central Virginia Community College 9:30 AM (#660)
Main Campus

9/25/2018 Chesapeake

Chesapeake Sheriff's Office 9:30 AM (#661)

9/27/2018 Culpeper

Culpeper County Public Safety Communications Center
9:00 AM (#672)

11/29/2018 Henrico

Henrico Police and Fire Training 9:30 AM (#664)

12/4/2018 Roanoke

Roanoke Higher Education Center 9:30 AM (#665)

12/6/2018 Portsmouth

Dept. of Social Services 9:30 AM (#666)

12/11/2018 Fairfax

Fairfax County Government Center 9:30 AM (#667)

Sentencing Guidelines Knowledge & Skills Evaluation (Including Ethics Issues)

(5 Hours – Approved for 5 CLE -1 Ethics & VIDC Re-certification)

The evaluation course is designed for the experienced user of Virginia's Sentencing Guidelines. Attendees will complete a knowledge and skills exercise that will determine the topics covered in this seminar. Attendees will participate in a discussion-oriented workshop addressing common errors and complex scoring issues. Ethics Council with the Virginia State Bar will lead the discussion and answer questions related to ethical responsibilities relating to the Sentencing Guidelines. Register by completing the form and submit to the Commission. **Cost \$100.00 for 5 hours seminar** (Paralegals \$50.00) **or \$40 for ethics portion only. Purchase manual separately.** (Fee waived for Judges, Comm. Attorneys, P&P, Public Defenders & Staff. Limited fee waivers are available for attorneys) Same content as in previous years.

10/17/2018 Abingdon

SW Virginia Higher Education Center 9:30 AM 662
Ethics Portion Only (1 Hour – 1 CLE) 9:30 AM 669



☞ Register using the mobile app or complete this and mail, fax or email to swift@vcsc.virginia.gov. Directions and confirmation letters will be mailed. ☞

2018-19 Shipping and Registration Information

Mr. Ms. Mrs. _____

Name: _____

Office: _____

Address: (Street Address for UPS Delivery): _____

City: _____

State: _____ Zip: _____

Phone: _____

Cell (Text): _____

Fax: _____

EMail _____

Bar # or DOC ID# _____

21st Edition Manual Selection (Effective July 1, 2018)

Update from ANY Edition \$80.00

Complete Manual with Binder & Tabs\$155.00

2018 Seminar Selection (CLEs Half Price for Paralegals)

A Sentencing Guidelines Manual is required for the seminars

Intro to Guidelines.....Seminar # _____ .. \$125.00

Rap Sheets/Automation.Seminar # _____ .. \$50.00

Knowledge & Skills (Includes 1 CLE Ethics)
.....Seminar # _____ .. \$100.00

Ethics Portion Only.....Seminar # _____ .. \$40.00

MAIL TO:

Virginia Criminal Sentencing Commission

100 N. 9th Street – 5th Floor
Richmond, VA 23219

Make Checks Payable to the Treasurer of Virginia

Fees are waived for Judges, Cas. Public Defenders, P&P and staff. Limited scholarships are available for private attorneys.