

April 16, 2009

Dear Federal District Court Clerk:

In 2004, the Federal Court Clerks Association (FCCA) partnered with Michigan State University (MSU) for the purpose of offering its members and conferees the opportunity to build professional credentials through the MSU Judicial Administration Program. All registrants to the annual FCCA conferences are invited to attend MSU approved courses. They can decide at a later date whether they wish to become a student of the Judicial Administration Program.

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The Judicial Administration Program was designed so that working professionals can develop their credentials at a pace and level of their choosing. The cornerstone of the program is the partner-provider relationship with organizations like FCCA and the “start where you are” approach to student professional education that builds knowledge and skill through any of the following opportunities: (1) sixty contact hour noncredit certificate, (2) credit-bearing certificate comprised of twelve academic credits, or (3) a Masters Degree in Criminal Justice, Specialization in Judicial Administration.

**JUDICIAL
ADMINISTRATION
PROGRAM**

**The School of
Criminal Justice**

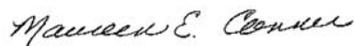
In 2009, FCCA is offering Leadership (LDR) and Caseflow Management (CFM) from the Judicial Administration Program noncredit certificate. With these two courses, FCCA begins its second five-year judicial administration program certificate cycle and prepares for the first student cohort to graduate in 2009 at the annual conference in Dearborn, Michigan.

Michigan State University
1407 South Harrison
Suite 330 Nisbet
East Lansing, MI
48823-5239

We encourage your attendance and that of your staff at the 2009 FCCA conference and hope that this educational opportunity brought to you by FCCA and MSU becomes a valuable resource for all federal court administration personnel.

Phone: 517.432.1716
Fax: 517.432.3965

With warm regards,

A handwritten signature in cursive script that reads "Maureen E. Conner".

Maureen E. Conner, Director
Judicial Administration Program

William M. McCool, President
Federal Court Clerks Association

[http://
judicialadministration.msu.edu](http://judicialadministration.msu.edu)