

March 1, 2010

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**

Michigan State University
1407 South Harrison
Suite 330 Nisbet
East Lansing, MI
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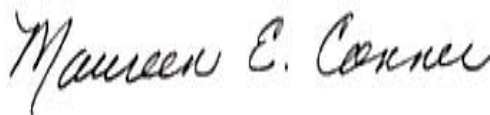
[http://
judicialadministration.msu.edu](http://judicialadministration.msu.edu)

In 2010, FCCA is offering Purposes and Responsibilities of Courts (PRC) and Human Resources Management (HRM) from the Judicial Administration Program noncredit certificate. With these two courses, FCCA begins its second year in the second five-year judicial administration program certificate cycle.

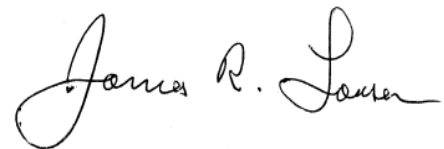
We encourage your attendance and that of your staff at the 2010 FCCA conference in Eugene, Oregon and hope that this educational opportunity brought to you by FCCA and MSU becomes a valuable resource for all federal court administration personnel.

Please visit the conference website at <http://www.fcca2010oregon.com/#>.

With warm regards,



Maureen E. Conner, Director
Judicial Administration Program



James R. Larson, President
Federal Court Clerks Association