



Fundamentals of Municipal Court Practice in New Jersey

Wednesday, December 10, 2025 | 5:00 p.m. – 8:30 p.m. (Eastern time)

**Center for Law and Justice | Room 125
Rutgers Law School, 123 Washington Street, Newark, NJ
and ZOOM**

This program will provide the fundamentals of municipal court practice in New Jersey. Although municipal courts are considered courts of limited jurisdiction, having responsibility for motor vehicle and parking tickets, minor criminal-type offenses, municipal ordinance offenses, and other offenses that occur within the boundaries of its municipality, many serious criminal cases, such as robbery, auto theft, or assault, start out as complaints filed in municipal courts. Attorneys will learn about municipal court operations and procedures, common cases, and how to prepare for appearances and trials in municipal court.

Topics include:

- Overview and Jurisdiction
- Common Types of Offenses
- Pre-trial Procedure
- Plea Bargaining
- Discovery
- Trials
- Sentencing
- Appeals

See page 2 for the agenda; see page 3 for CLE details. This program can be used toward the New Jersey newly admitted attorney requirement.

Speaker:

Joseph M. Wenzel, Esq.

Friend & Wenzel, LLC | Clifton, NJ

CLE Credit: NJ: 4.0 | NY: 4.0 | PA: 3.0

See page 2 for CLE details.

CLE registration fee: \$125

Register at rutgerscle.com



AGENDA

5:00:00 PM	Overview of Municipal Court Operations
5:15:00 PM	Jurisdiction
	Traffic & Motor Vehicle Offenses
	Petty Disorderly Persons Offenses
	Rules of Court, Complaints, Summonses
5:45:00 PM	Pre-trial Procedure
6:10:00 PM	Plea Bargaining
6:30:00 PM	Discovery and Trial Preparation
6:50:00 PM	Break
7:00:00 PM	Trials
7:45:00 PM	Sentencing, New Trials, Post-conviction Relief
8:15:00 PM	Appeals, Conditional Discharge or Dismissal
8:30:00 PM	End

CLE INFORMATION

Rutgers Law School is an approved New Jersey (418) and Pennsylvania (824) continuing legal education provider. In addition, this program qualifies for New York CLE credit pursuant to the Approved Jurisdiction policy. If you are seeking CLE credit, you must attend, complete an attendance form and evaluation, and have paid the applicable CLE fee.

NJ CLE Information: This program has been approved by the Board on Continuing Legal Education of the Supreme Court of New Jersey for 4.0 hours of total CLE credit. This program can be used toward the New Jersey newly admitted attorney requirement.

NY CLE Information: This transitional and non-transitional continuing legal education program qualifies for a maximum of 4.0 credit hours (based on a 50-minute hour), of which an aggregate of 4.0 credit hours can be applied toward the Areas of Professional Practice requirement or the Skills requirement. Duplicate credit for the same hour of instruction is not permitted; an election must be made by the attendee, and each hour may be counted as satisfying only one category of instruction. New York attorneys must view the entire program to receive CLE credit (no partial credit allowed).

PA CLE Information: This program has been approved by the Pennsylvania Continuing Legal Education Board for 3.0 hours of substantive law, practice and procedure CLE credit.

Other Jurisdictions: Rutgers Law School does not seek direct accreditation of live programs or webinars in other states. However, many states allow attorneys to earn credit through reciprocity or self-submission. Attorneys must research CLE rules and request accreditation from their respective state/jurisdiction. Rutgers Law School will provide proof of attendance.

Attendance Reporting: Zoom attendees must keep track of CLE codes shared at random intervals, which are needed to complete the attendance and evaluation form provided at the end of the program or upon request to ipe@law.rutgers.edu. Attendees must submit the form for CLE credit.

Rutgers Law School will email certificates of attendance for New Jersey and New York attorneys and submit attendance for Pennsylvania attorneys within 30 days of the program, if the CLE requirements have been met.

CLE Materials: Thorough, high-quality, and carefully written materials shall be distributed to all attendees electronically before or at the program.

Format: Zoom webinar, alternative, verifiable, live simultaneous transmission with synchronous interactivity. Questions are allowed during the program.

Accessibility: We strive to make our programs accessible to all registrants. Contact us should you have an accessibility need. If you encounter any issues while attending our events, please contact us at ipe@law.rutgers.edu or at 973-353-5928 to request assistance.

Cancellation Policy: Cancellation notices must be received by email to ipe@law.rutgers.edu at least 24 hours before the program to qualify for a refund, less a \$10 administrative fee, or full credit toward another program within a year of the program date. There are no refunds after this time except for extraordinary circumstances as determined by the director or program coordinators. Substitutions are accepted.

Financial Aid Policy: We are strongly committed to professional development and seek to make our programs affordable to attorneys. If possible, we will provide reduced tuition, tuition waiver or scholarship to attorneys who demonstrate financial hardship. Requests should be made prior to the program date by email to ipe@law.rutgers.edu.