



Supreme Court of Pennsylvania  
MINOR JUDICIARY EDUCATION BOARD

HONORABLE RICHARD G. KING, CHAIRPERSON  
HONORABLE DOUGLAS MCCALL BELL, VICE-CHAIRPERSON  
KIMBERLY BOOTH, SECRETARY  
HONORABLE THOMAS G. MILLER, JR., TREASURER  
NICHOLAS J. WACHINSKI, ESQ.  
DEBORAH GROSS, ESQ.  
HONORABLE BONNIE L. CARNEY  
ANDREW M. SIMPSON, EXECUTIVE DIRECTOR  
DARREN M. BRESLIN, ESQ., COUNSEL

MINOR JUDICIARY EDUCATION BOARD  
JUDICIAL EDUCATION DEPARTMENT, AOPC  
PENNSYLVANIA JUDICIAL CENTER  
601 COMMONWEALTH AVENUE, SUITE 1500  
P.O. BOX 61260  
HARRISBURG, PA 17106-1260  
TEL. 717-231-9515  
MJEB@PACOURTS.US

To: Certification Course Students

From: Minor Judiciary Education Board

Date: February 27, 2024

RE: Registration for the Spring 2024 Certification Course

---

The next certifying course of instruction and exam for prospective Magisterial District Judges (MDJ) and Philadelphia Arraignment Court Magistrates (ACM) will begin with a virtual orientation session on May 6, 2024, followed by in-person classes May 29 - June 28, 2024, at the Pennsylvania Judicial Center (PJC), 601 Commonwealth Avenue, Harrisburg, Pennsylvania.

To register:

1. Access <https://pacourts.webex.com/weblink/register/rffa09fa291a2e6a578a10ad085379764> to register for the course. You will receive information to join the Virtual Certification Course Orientation on **Monday, May 6, at 12:00 p.m.** The online webinar will last approximately an hour. You will receive an email notification from AOPC WebEx with your link to join the webinar.
2. Send a photocopy of your photo ID via email to MJEB@pacourts.us or by mail. Include "Certification Spring 2024" in your subject line or on your photocopy. Once received, you will be registered for the entire course.
3. Registration will close by Friday, May 3, 2024, or once classroom capacity is met.

Minor Judiciary Education Board  
Judicial Education Department, AOPC  
Pennsylvania Judicial Center  
601 Commonwealth Avenue, Suite 1500  
P.O. Box 61260  
Harrisburg, PA 17106-1260  
MJEB@pacourts.us  
717-231-9515



## Minor Judiciary Education Board (MJEB)

Phone: 717-231-9515

Email: MJEB@pacourts.us

# MJEB CERTIFICATION COURSE INFORMATION SHEET

- “Magisterial District Judges and Arraignment Court Magistrates who are not members of the bar of this Commonwealth shall complete a course of training and instruction in the duties of their respective offices and pass an examination prior to assuming office.” See: [42 Pa C.S.A. §3112](#)
- Students must attend the **online Certification Orientation session on Monday, May 6, 2024, at 12:00 p.m.** The session will help students prepare for the upcoming course. The session is only open to registered students and will last about an hour. Thereafter, classes will be **in-person** at the Pennsylvania Judicial Center (PJC), 601 Commonwealth Avenue, Harrisburg, Pennsylvania from May 29 - June 28, 2024. Sessions will be conducted Monday - Friday from 8:30 a.m. to 4:30 p.m.
- The exam is scheduled for June 28, 2024. More information will be provided to students during class.
- Instruction will be provided in civil and criminal law, including evidence and procedure, summary proceedings, vehicle code, judicial ethics, criminal procedure, civil procedure, crimes code, search and seizure, arrest, and bail procedures.
- Prospective Magisterial District Judge (MDJ) students will attend all classes during the month-long course. Prospective Arraignment Court Magistrate (ACM) students will attend the classes specific to the role of ACMs. Stay tuned for the schedule of class dates.
- Only one absence is permitted for new certification course students. If you are not able to commit to the spring course, the next course is planned for November 11 - December 13, 2024.
- Course instruction and materials will be provided to students at no cost; however, students will be responsible for their own personal expenses (i.e., parking, meals, transportation, lodging, etc.).
- For information on the Board’s Nonstandard Testing Accommodations, consult the Board’s Administrative Office by emailing [mjeb@pacourts.us](mailto:mjeb@pacourts.us) or calling 717-231-9515. You may also review the Americans with Disabilities Act (ADA) [www.ada.gov](http://www.ada.gov) for more information. Requests for nonstandard classroom accommodations (NCA) must be made with this office a month prior to the start of instruction. Requests for nonstandard testing accommodations (NTA) must be made in writing a month prior to the exam.
- For more information about the Pennsylvania Court System, please visit: <https://www.pacourts.us/learn>
- Information is subject to change.