



Supreme Court of Pennsylvania  
MINOR JUDICIARY EDUCATION BOARD

To: Certification Course Students

From: Minor Judiciary Education Board

Date: February 26, 2025

RE: Registration Announcement for the Spring 2025 Certification Course

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The next certification course for prospective Magisterial District Judges (MDJ) and Philadelphia Arraignment Court Magistrates (ACM) will begin with a lunchtime virtual orientation session on Monday, May 12, 2025, followed by in-person classes June 2 - June 27, 2025 at the Pennsylvania Judicial Center (PJC), 601 Commonwealth Avenue, Harrisburg, Pennsylvania, 17106.

**To register:**

1. Follow this link to register for the course:  
<https://pacourts.webex.com/weblink/register/ra09758c650ad341877796032abflec39>
2. You will receive email notification to join the Virtual Certification Course Orientation scheduled for **Monday, May 12, 2025, from 12:00 p.m. - 1:00 p.m.** This webinar is required for all students.
3. Send a photocopy of your photo ID via email to [MJEB@pacourts.us](mailto:MJEB@pacourts.us) or by mail. Include "Certification Spring 2025" in your subject line or on your photocopy. Registering for the webinar and sending a copy of your photo ID will register you for the entire course.
4. Registration will close by Thursday, May 8, 2025, or once classroom capacity is met.

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## Minor Judiciary Education Board (MJEB)

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### **MJEB CERTIFICATION COURSE INFORMATION SHEET**

- Magisterial District Judges and Arraignment Court Magistrates who are not members of the bar of this Commonwealth must complete a course of training and instruction in the duties of their respective offices and pass an examination prior to assuming office. Instruction is 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, and more. See: [42 Pa C.S.A. §3112](#); [42 Pa C.S.A. §3113](#); [42 Pa C.S.A. §3114](#); and [Pa.R.J.A. 601](#).
- Students must attend the **online Certification Orientation session on Monday, May 12, 2025, from 12:00 p.m. - 1:00 p.m.** The session will help students prepare for the course. A detailed course schedule will be provided during the orientation session along with a planning guide to help students begin to study prior to the start of the June classes. The orientation session is only open to registered students and will last no longer than an hour.
- After the orientation, classes will be conducted **in-person** at the Pennsylvania Judicial Center (PJC), 601 Commonwealth Avenue, Harrisburg, Pennsylvania from June 2 - June 27, 2025. Sessions will be conducted Monday - Friday from 8:30 a.m. to 4:30 p.m. There will be no classes on June 19. Except for the brief orientation session, this course will not be provided online.
- The final examination is scheduled for June 27, 2025. If students are unsuccessful on that examination, they will have the opportunity to take the examination again on July 29, 2025. After that, the next examination will follow the fall certification course in December 2025. More information regarding the examination will be provided during the orientation and throughout the course.
- Prospective Magisterial District Judge (MDJ) students attend all classes during the month-long course. Prospective Arraignment Court Magistrate (ACM) students attend the classes specific to the ACM role.
- To be eligible to sit for the examination, only one absence is permitted for new certification course students. Returning students who have previously completed the entire month-long course should plan to attend the review classes during the end of the course. If you are not able to commit to the entire course, the next course is tentatively planned to occur sometime between the dates of November 10 - December 12, 2025. Registration for the fall course will open in August.
- 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 regarding classroom and testing accommodations, email [mjeb@pacourts.us](mailto:mjeb@pacourts.us) or call 717-231-9515. You may also want to 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 general information about the Pennsylvania Court System, visit: <https://www.pacourts.us/learn>
- Information and dates are subject to change. Registered students will be notified of changes. Thank you for your interest in the course and good luck with your studies. We look forward to seeing you at class.