

Application for CPD Units for Law Society of Western Australia CPD Activity

CPD

CONTINUING | PROFESSIONAL | DEVELOPMENT

HOW TO APPLY

Completed applications can be forwarded by email cpd@lawsocietywa.asn.au marked "CPD units for a Law Society of Western Australia CPD Activity".

Any approval will only apply to the single CPD activity in this application.

Any other CPD activities will require a separate application.

SECTION A – APPLICANT DETAILS

Title: Mr Mrs Ms Miss Mx N/A Other (please specify)

Full Name:

Telephone Number:

LPB pin:

Email Address:

SECTION B – REQUIRED INFORMATION

To enable to Law Society of Western Australia to assess this application, the Legal Practice Board of Western Australia requires the solicitor/barrister to provide information addressing paragraphs (a), (b) and (c) below in an attached supporting statement, including any relevant documentation.

- The CPD activity must be of significant intellectual or practical content and must deal primarily with matters relating to the solicitor's/barrister's practice of law.
- The training will be or has been conducted by persons who are qualified by practical or academic experience in the subject or subjects covered; and
- The CPD activity must extend the solicitor's/barrister's knowledge and skills in areas that are relevant to the solicitor's/barrister's practice needs or professional development.

SECTION C – ACTIVITY DETAILS

Contact person for this application:

Activity Provider: The Law Society of Western Australia

Activity Name:

CPD units claimed:
(please insert number of units claimed against the relevant CPD Activity, and the competency):

Number of units claimed	Competency Area*	CPD Activity
		Preparation and/or presentation
		Regular attendance of Committee meeting or Working Group
		Publication

*Competency area 1 – practice management
Competency area 2 – professional skills
Competency area 3 – ethics/professional responsibility
Competency area 4 – substantive law

Date of Activity:

Length of Activity:

SECTION D – PROPOSED UNITS ALLOCATION

Pursuant to rules 8 and 9 of the *Legal Profession Uniform Continuing Professional Development (Solicitors) Rules 2015*, the number of units that may be earned by completing a CPD activity are set out in the table below:

1 Interactive activity

Membership of a Law Society committee or working group.	1 unit for each complete 2 hours of attendance (capped at 3 CPD units per CPD period).
Preparation and/or presentation of material to be used in a Law Society CPD activity or other forms of education.	1 unit for each complete hour of preparation/presentation (capped at 5 CPD units per CPD period).

2 Publication activity

All publication activities.	1 unit for each set of 1,000 words (capped at 5 CPD units per CPD period).
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Half units may be approved (rounded down to the nearest half hour) to allow for a CPD activity that runs for more or less than a complete hour, or to allow for a series of CPD activities run in successive sessions, each of which in succession run for an hour or more. Please see the Legal Practice Board website for more information on the allocation of CPD units.

Pursuant to rules 6, 6A, and 7 of the *Legal Profession Uniform Continuing Professional Development (Barristers) Rules 2015*, one CPD point is earned for each completed hour of engagement in a CPD activity (the caps above do not apply for barristers). Individual barristers are responsible for ensuring that the CPD activity in question meets the CPD criteria, set out in rule 6(1), before claiming CPD points for that CPD activity.

SECTION E – CERTIFICATION

I certify that the information set out in this form is true and correct, and I have not omitted any relevant information.

Signed: _____

Full name: _____

(printed)

Date: _____