

LPB – CPD FORM 3S

17 August 2022 A1484496 Controlled version 1

Application for Accreditation of a CPD Activity by a Solicitor

Legal Profession Uniform Law Application (Accreditation) Rules 2022 (Rules) [Rules 5, 6 and 8]

A Solicitor is any Australian legal practitioner holding a practising certificate that is **does not** authorise holder to engaging in legal practice in the manner of a barrister.

Completed applications can be forwarded by email to enquiries@lpbwa.com marked “Attention: CPD Activity Practitioner Solicitor”.

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

Any other CPD activities will require separate applications for accreditation .

Section A – Applicant details

Title:

Full name:

Telephone no:

Email address:

Section B – Activity details

Contact person for this application:

Activity name:

Activity provider:

Date of activity:

Section C – Required information

In considering this application, the Solicitor is required to provide to the Board information addressing paragraphs (a), (b) and (c) below in an attached supporting statement, including any relevant documentation.

- (a) The CPD activity must be of significant intellectual or practical content and must deal primarily with matters relating to the solicitor’s practice of law;
- (b) 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
- (c) The CPD activity must extend the Solicitor’s knowledge and skills in areas that are relevant to the solicitor’s practice needs or professional development

(Please refer to the Legal Practice Board’s website, www.lpbwa.org.au for a copy of its privacy policy)

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Section D – Proposed units allocation

Please advise how many units should be allocated to each field, providing information regarding the allocation in a supporting statement and documentation.

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

Participant	1 unit for each complete hour
Presenter	1 unit for each complete hour (capped at 5 CPD units per CPD period)
Membership of a committee, taskforce or practice section of a professional activity	1 unit for each complete 2 hours (capped at 3 CPD units per CPD period)
Preparation or presentation of material to be used in a CPD activity or other forms of education	1 unit for each complete hour (capped at 5 CPD units per CPD period)
Postgraduate studies relevant to the practice of law	1 unit for each complete hour
Private Study	1 unit for each complete hour (capped at 3 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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Please note the CPD units earned to satisfy the CPD requirements for a CPD period must include at least one unit from within each of the four categories¹.

<input type="checkbox"/>	Ethics and Professional Responsibility
	Number of units: _____
<input type="checkbox"/>	Practice Management and Business Skills
	Number of units: _____
<input type="checkbox"/>	Professional Skills
	Number of units: _____
<input type="checkbox"/>	Substantive Law
	Number of units: _____

¹ Half units may be approved to allow for a CPD activity that runs for more or less than an a complete hour (i.e. 1.5 to 1.9 hours = 1.5 units), 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 refer to the Legal Practice Board’s website, www.lpbwa.org.au for a copy of its privacy policy)

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Section E – Payment

The application fee is \$60.

A payment options form is **attached**.

Payment is required before the application can be considered.

Section G – 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:

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