

**CPD Guidelines for Parenting Leave**  
**[Pursuant to Rule 17 of the *Legal Profession Rules 2009*]**

If you are, or expect to be, on parental leave for any of the CPD year (1 April to 31 March), and wish to obtain a variation of your CPD requirements, then you must advise the Legal Practice Board (**Board**) of your expected dates of absence from legal practice.

Please complete the [Application for Variation](#) form available on the Board's website and submit this form accompanied by a payment option form to the Board by email to: [general@lpbwa.com](mailto:general@lpbwa.com) before commencing a period of absence from practice.

Board staff will consider your application and confirm the number of CPD points you will be required to complete for the relevant CPD period. Please confirm your re-commencement date once returned from parental leave. If there are any changes to the original dates, the Board will advise you if this affects the number of CPD points you are required to complete.

If you wish to apply for a further variation or to apply on the basis of any other type of extended leave, you must make a further application for variation.

If your application for variation is not approved, you will be required to fully meet your CPD obligations.

<b>Time absent (1 April - 31 March)</b>	<b>CPD points required</b>
2 Months or less	10 Points
3 Months	9 Points
4 Months	8 Points
5 Months	7 Points
6 Months	6 Points
7 Months	5 Points
8 Months	4 Points
9 Months	3 Points
10 Months	2 Points
11 Months	1 Point
12 Months	0 Points

Unless otherwise advised by the Board, points must be gained from the competency areas as described in Rule 13D of the *Legal Profession Rules 2009*.

Should you require less than 4 CPD points in the relevant CPD period you must complete each point in a different competency area, rather than completing multiple points in one or two competency areas.

You may also choose to cancel or suspend your local practising certificate during your parental leave, at your request. Please contact the Board if you wish to cancel or suspend your local practising certificate, to discuss this option with you.

Any questions regarding these guidelines should be directed to the Board's Legal Administrative Assistant on (08) 6211 3600.