



2012-2013 CPLED PROGRAM

**INFORMATION CIRCULAR
FOR ALBERTA STUDENTS**

The CPLED Program is the licensing and credentialing program of the Law Society of Alberta. Students seeking admission to the Alberta Bar must successfully complete all of the requirements of CPLED Program, and fulfill the other admission requirements of the Law Society of Alberta set out in the Statute and Rules.

The Legal Education Society of Alberta delivers the CPLED Program on behalf of the Law Society of Alberta.

The CPLED Program is based on a Competency Profile, which defines the skills or competencies expected of a newly-called lawyer. The CPLED Program uses a blended learning environment combining face-to-face sessions with online modules to guide students in developing these skills and competencies. Students are evaluated on these skills and competencies throughout the CPLED Program.

CPLED PROGRAM

The CPLED Program consists of ten online and face-to-face modules, as well as a separate online self-study Trust Accounting course. **A student must successfully complete all modules and the Trust Accounting course within one CPLED year (July 1, 2012 – June 30, 2013).**

Online Modules	Face-to-Face Modules
Drafting Contracts Drafting Litigation Pleadings Drafting Wills Legal Research & Writing Practice Management Writing Advice & Advocacy	Interviewing & Advising Negotiation Oral Advocacy
Ethics & Professional Responsibility (conducted across multiple modules)	

The deadline for applications is May 31, 2012.

CPLED PROGRAM SCHEDULE 2012-2013

In 2012-2013, the modules are offered on the dates below. **You can choose to register for either the first or the second session.** Within your session, you can also choose the timing of your face-to-face Negotiation module (*either* November 19th to 23rd, 2012 *or* January 21st to 25th, 2013).

Dates	Session 1	Session 2
September 4 – 7, 2012	Oral Advocacy*	--
September 6 – 27, 2012	Drafting Litigation Pleadings	--
September 27 – October 18, 2012	Drafting Wills	--
October 22 – 26, 2012	Interviewing & Advising*	--
October 25 – November 15, 2012	Legal Research & Writing	Legal Research & Writing
November 19 – 23, 2012	Negotiation* (<i>Option 1</i>)	Negotiation* (<i>Option 1</i>)
November 22 – December 13, 2012	Written Advice & Advocacy	Written Advice & Advocacy
December 13, 2012 – January 17, 2013**	Drafting Contracts	Drafting Contracts
January 21 – 25, 2013	Negotiation* (<i>Option 2</i>)	Negotiation* (<i>Option 2</i>)
January 24 – February 21, 2013	Practice Management	Practice Management
February 25 – March 1, 2013	--	Oral Advocacy*
February 28 – March 21, 2013	--	Drafting Litigation Pleadings
March 21 – April 11, 2013	--	Drafting Wills
April 15 – 19, 2013	--	Interviewing & Advising*

*Face-to-face sessions are offered in both Edmonton and Calgary. The full week may not be needed: detailed schedules will be sent to confirmed applicants.

**A 1-week break is scheduled during the December holiday period.

The Trust Accounting self-study course can be completed at any time during the CPLED year.

On the CPLED application form, students must choose (1) a preferred session, (2) a preferred week for Negotiation, and (3) a preferred city for all face-to-face sessions. Session and Negotiation preferences are granted on a first-come, first-served basis due to space constraints.

Apply to CPLED online at: <http://www.lesa.org/cpled>. **Deadline is May 31, 2012.**

We strongly advise students to consult with their articling firm, wherever possible, prior to making their selections. This will help ensure that the session preferences take into account the interest of the principal, the law firm, and the student-at-law applicant.

ASSIGNMENTS AND COMPETENCY EVALUATIONS

The CPLED Program has ten Competency Evaluations. Students are required to successfully complete all ten Competency Evaluations and achieve “Competency Demonstrated” in each. A grade of 60% is required to achieve “Competency Demonstrated”.

Three of the modules consist of face-to-face instruction and evaluation. Instruction and learning exercises within the face-to-face sessions assist in preparing students for their face-to-face Competency Evaluations.

The remaining competencies are assessed online. Discussion boards and weekly assignments help students prepare for their online Competency Evaluations. These Competency Evaluations build on the skills practiced in the assignments. Where students submit their weekly assignments, learning group facilitators provide feedback. **Online assignments and evaluations are subject to strict submission deadlines.**

If a student does not achieve “Competency Demonstrated” in any element of the Program, they have the option of requesting a re-marking of the Competency Evaluation by a different marker. Where a student has a grade of “Competency Not Yet Demonstrated”, the student is entitled to complete a supplemental Competency Evaluation for that area, subject to the Rules of the Law Society, which provide for a maximum of three supplemental Competency Evaluations. Supplemental evaluations are scheduled following the end of CPLED sessions in late spring 2013.

The rules governing the requirements for successful completion of the CPLED Program including supplemental Competency Evaluations and appeals are in the Rules of the Law Society. They are also included in the Law Society Articling Handbook.

ADMISSION TO THE CPLED PROGRAM

To enroll in the CPLED Program, students must first submit an Application for Admission to CPLED. Applications can be completed online at <http://www.lesa.org/cpled>. The Legal Education Society of Alberta will send a confirmation in a reasonable time, confirming receipt and providing the deadline to have all other requirements completed.

Applicants must meet the following requirements in order to be granted admission and commence the CPLED Program:

- Submit a completed Application by May 31, 2012;
- Have student-at-law status at the time of commencing the CPLED Program; and
- Submit all other required documentation by the deadline stated on the confirmation provided, including payment of the tuition fee and completion of the CPLED Program Agreement.

Students can apply before completing all admission requirements with the Law Society of Alberta; however, final acceptance is contingent on satisfying the Law Society’s requirements.

As noted above, registration in each Session is limited. Registration is on a first-come, first-served basis based as determined by the date an application is received.

TUITION FEE

The Law Society of Alberta sets the tuition fee for the CPLED Program. The 2012-2013 tuition fee will be set by mid-April 2012.

ADMISSION TO THE LAW SOCIETY OF ALBERTA

The Law Society of Alberta administers the rules, regulations and procedures for students-at-law and principals. Persons who want to article in Alberta must seek admission to the Law Society of Alberta as a student-at-law. This is a separate requirement from the requirement to register for the CPLED Program.

CONDUCT DURING THE CPLED PROGRAM

Full-time attendance at, and participation in, all parts of the CPLED Program is required for successful completion. Both students and articling principals must recognize this obligation.

Students participating in the CPLED Program must conduct themselves with professional and academic integrity. Students sign a Program Agreement that includes a Professional Integrity Policy upon entry to the CPLED Program. This policy relates to conduct during the Program. A copy of the Policy can be found at <http://www.lesa.org/cpled>. A breach or suspected breach of CPLED's Professional Integrity Policy or the CPLED Program Agreement is taken very seriously and may result in suspension or expulsion from the CPLED Program and the involvement of the Law Society of Alberta.

PRIVACY

Applicants must be aware of and accept that personal information may be exchanged between the Law Society of Alberta and CPLED (including those persons who administer the CPLED Program). The exchange of information is made for the purpose of monitoring performance, assisting in the operation of the CPLED Program, or governing the articling process.

In addition, the Law Society of Alberta and the student-at-law's principal will be advised of grades in the CPLED Program.

ACCOMMODATION

The Law Society of Alberta and CPLED are committed to ensuring that students with disabilities receive accommodation to assist them during the Program while maintaining the integrity of the CPLED Program and materials. Any accommodation requested must not compromise the public interest in ensuring that lawyers are qualified to provide competent legal services.

INFORMATION SESSIONS

The Legal Education Society of Alberta will host information sessions in the summer of 2012 for students who are eligible to participate in the CPLED Program, and their principals. Students and principals are strongly encouraged to attend one of these sessions. The date and location will be included in the confirmation sent to successful applicants.

ADDITIONAL INFORMATION

For additional, current information about the CPLED Program visit <http://www.lesa.org/cpled>.