



## 2011-2012 MANITOBA CPLED PROGRAM INFORMATION FOR FIRMS

Students seeking admission to the Manitoba Bar must apply for admission, attend and successfully complete all the requirements of Manitoba's CPLED Program. The CPLED Program is a regional professional licensing program that blends new and traditional forms of pre-call education. It is offered in Manitoba, Alberta and Saskatchewan.

This circular provides information about the 2011-2012 Manitoba CPLED Program.

### **The CPLED Program**

The CPLED Program is a seven-month session consisting of several modules. Three of the modules take place in a classroom setting and the rest of the modules are online.

The emphasis of the CPLED Program is on building, developing and assessing the skills that research has shown are essential for a lawyer in the first five years of practice. Students are expected to develop lawyering skills and to apply the law through solving the problems of 'virtual' clients. These skills are set in the context of practice activities and are based on fact scenarios in various substantive law areas. Students are responsible for the substantive law.

The skills in the CPLED Program are based on the Competency Profile adopted by the Benchers of the Law Society of Manitoba in December 2001. Students are required to demonstrate competence in each of the following skills areas:

- Problem Solving
- Legal Research
- Writing
- Drafting
- Interviewing and Advising
- Negotiating
- Advocacy and Dispute Resolution
- Personal Practice Management
- Office Management
- Ethics and Professionalism

### **Timing of the CPLED Program**

The 2011-2012 Manitoba CPLED session starts on Monday, August 29, 2011 and concludes on Tuesday, March 13, 2012.

### **Mandatory Attendance and Participation**

Attendance at, and participation in, all parts of the CPLED Program is one of the requirements to successfully complete the CPLED Program. The Law Society Rules require principals to permit students to attend all lectures, seminars, activities and examinations, including online participation in CPLED Program activities, assignments, competency evaluations and examinations. **We recommend that principals permit students to spend a minimum of 6 hours per week during office hours on CPLED activities.**

### **Conduct During the Program**

Students participating in the CPLED Program are expected to conduct themselves with professional and academic integrity. A breach or suspected breach of CPLED's Professional Integrity Policy and may result in suspension from the Program and/or disciplinary action under *The Legal Profession Act*.

### **Assignments and Competency Evaluations**

During the Program, students are required to successfully complete a number of assignments and competency evaluations. They must achieve a grade of "competency demonstrated" on all assignments and competency evaluations.

### **Tuition**

The tuition fee is \$1,800.00 plus GST and is due in full at the time of application, but may also be paid in three installments as follows:

1. \$600.00 + \$30.00 G.S.T. = \$630.00 on application or by May 31, 2011
2. \$600.00 + \$30.00 G.S.T. = \$630.00 by September 30, 2011
3. \$600.00 + \$30.00 G.S.T. = \$630.00 by November 30, 2011

### **Privacy**

Student information may be exchanged between the Law Society of Manitoba and the Canadian Centre for Professional Legal Education where the exchange of that information is made for the purpose of monitoring student performance, assisting in the operation of the Manitoba CPLED Program or governing the articling process.

### **Admission to the Law Society of Manitoba**

The Law Society of Manitoba administers the rules, regulations and procedures for articling students and principals. Students wanting to article in Manitoba and attend the Manitoba CPLED Program must seek admission to the Law Society of Manitoba as an articling student.

Students must provide all of the application documentation required by the Law Society of Manitoba by **May 31, 2011**.

Students and principals are jointly responsible for providing the articling agreement and the education plan to the Law Society within two weeks of the start of articles.

### **Approval as Principal**

Lawyers who want to hire an articling student for 2011-2012 must be approved as a principal. An application form is attached.

### **Additional Information**

Additional information about the Manitoba CPLED Program is posted on the Law Society's website as it becomes available. You can also contact:

Brenda L. Silver, Director - Professional Education and Competence  
The Law Society of Manitoba  
219 Kennedy Street  
Winnipeg MB R3C 1S8  
Phone: (204) 926-2024 Fax: (204) 956-0624 or E-mail: [bsilver@lawsociety.mb.ca](mailto:bsilver@lawsociety.mb.ca)



**THE LAW SOCIETY OF MANITOBA**  
**APPLICATION TO ACT AS A PRINCIPAL**



***To be completed by all prospective principals before hiring.***

Under the provisions of *Law Society Rule 5-6(2)*, The Law Society of Manitoba is required to approve lawyers to act as principals of articling students. Only approved principals or their designates may offer an articling position to a student.

I hereby apply to The Law Society of Manitoba to act as a principal of an articling student.

1. **NAME:** \_\_\_\_\_

2. **FIRM:** \_\_\_\_\_

3. **ADDRESS:** \_\_\_\_\_

4. **TELEPHONE:** \_\_\_\_\_

5. **EMAIL ADDRESS:** \_\_\_\_\_

6. I have carried on practice in Manitoba in an office maintained for the practice of law for \_\_\_\_\_ years.

7. **MEMBERSHIP HISTORY:**

The Law Society's goal in approving members as articling principals is to ensure that the students are afforded the opportunity to work with practitioners who are experienced, competent and of high ethical standards. Any relevant information will be considered, including the records maintained by The Law Society in connection with members' insurance and professional standards. Members who have been found guilty of professional misconduct, conduct unbecoming a barrister and solicitor, or incompetence must disclose their discipline record. This does not necessarily preclude a member from becoming an articling principal. All of the circumstances of the finding, including the date and nature of the member's conduct, and conduct since the finding was made, will be considered.

a) Have you been the subject of two or more errors and omissions claims arising from separate incidents, in respect of which the claimant received compensation?  Yes  No

b) Have you been the subject of a claim made upon the Reimbursement Claims Fund for which restitution was paid?  Yes  No

- c) Have you been convicted by the Discipline Committee?  Yes  No
- d) Have you received a caution from the Complaints Investigation Committee?  Yes  No
- e) Have you been the subject of a charge of professional misconduct or conduct unbecoming a barrister and solicitor authorized by The Law Society of Manitoba, or the equivalent procedure in another jurisdiction?  Yes  No
- f) Have you been subject to any condition on your ability to practise or under a supervisory order?  Yes  No

If you have answered yes to any of the above questions, please provide details on a separate sheet.

## 8. CONSENT TO RELEASE OF INFORMATION

I, \_\_\_\_\_, consent to the disclosure of information in the possession of The Law Society to be reviewed in considering my application to become a principal of an articling student. I understand and agree that the information which may be disclosed may include any insurance claims against me as well as any other matters which have been considered by the Complaints Investigation, Competence and/or Discipline Committees of The Law Society and the disposition of those matters. I also consent to the disclosure of information concerning any pending matters which as of this date have not been disposed of by the Complaints Investigation or Discipline Committees.

## 9. CERTIFICATION

I CERTIFY THAT THE INFORMATION PROVIDED IN THIS APPLICATION IS COMPLETE AND ACCURATE.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*Please complete and return this form, marked "Confidential," to:*

### **Admissions and Membership Department**

The Law Society of Manitoba  
219 Kennedy Street

Winnipeg, Manitoba R3C 1S8

Fax: (204) 956-0624

[membership@lawsociety.mb.ca](mailto:membership@lawsociety.mb.ca)

If your application is unsuccessful, you may appeal the decision to the Admissions and Education Committee within 14 days of notification of the decision. For appeal information, contact Debbie Rossol, Administrative Registrar at [drossol@lawsociety.mb.ca](mailto:drossol@lawsociety.mb.ca) or by telephone to (204) 926-2042.