



Application for extension of period of validity of academic and/or practical legal training direction/exemption

GPO Box 3980 Sydney NSW 2001
Telephone: 02 9338 3500 | Email: lpab@justice.nsw.gov.au
Website: www.lpab.justice.nsw.gov.au

When to use this form

Use this form if you have:

1. had your academic qualifications assessed via:
 - i a Form 16 (initial assessment) application
 - ii a Form A1 (initial assessment) application
 - iii a Form A2 (prospective or final assessment) application
 - iv a Form A3 (incomplete unaccredited or over 5 years old qualifications) application.and/or
2. had your practical legal training qualifications and experience assessed via:
 - i a Form 17 (initial assessment) application
 - ii a Form P1 (initial assessment) application
 - iii a Form P2 (NSW Government) application
 - iv a Form P3 (incomplete unaccredited or over 5 years old training) application.

AND the period of validity for you to complete further study and apply for admission as set out in the LPAB's assessment letter(s) is about to expire or has expired*

***IMPORTANT** – if you have completed the academic requirements for admission at an institution other than the LPAB and have not submitted an application in Form A2 for a final assessment to confirm that the study completed has provided you with the academic qualifications prerequisite for admission, do **NOT** apply for an extension. Instead, submit an application in Form A2. The decision in respect of the Form A2 application will include the grant of a fresh 2-year period of validity, during which you will need to complete all remaining requirements for admission and apply for admission.

Please read the instructions in this form carefully

The instructions will help you complete the form correctly.

Please ensure you complete each part of the form. Your application may be delayed if you have not followed the instructions or completed each part.

You can fill in the form electronically, or you can print the form and fill it in by handwriting.

Attach all the required documentation

The form will indicate which documents you are required to attach to your application, according to your own particular circumstances.

Please ensure you attach all the required documentation.

Email us your form with your fee payment

The application fee is available on the Board's website. Payment may be made using the online payment portal on the Board's website.

Scan and email your completed form, together with your required documentation and a copy of the online payment receipt, to the Legal Profession Admission Board at lpab@justice.nsw.gov.au.

What to do if your application for extension is refused

When issuing an initial decision on an application for assessment, the LPAB expects that the applicant will make every effort to satisfy the requirements for admission and apply for admission by the expiry date of the period of validity granted to them. This is to ensure that the applicant's knowledge remains as current as possible.

While the LPAB does allow for applicants to seek extension, the success of the application may depend on the age of the applicant's law degree and/or practical legal training course, and the potential lack of currency of the legal knowledge acquired when getting that qualification, and whether the applicant has been engaged in law-related work since receiving their initial assessment(s) so as to maintain the currency of the applicant's knowledge.

If your application for extension is unsuccessful, you may either:

1. apply for a review to the Legal Qualifications Committee (the Committee). Your application for review should be in a letter addressed to the Committee and include any new information to support your original submission (no fee), OR
2. lodge a fresh application for assessment (fee applies).

If your application for review to the Committee is unsuccessful, you will need to lodge a fresh application for assessment.



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Q.1. Personal details

Your name

Title: First name: Middle name:
Last name:

Date of birth

(dd/mm/yyyy)

Your contact details

Address:

Email:
Mobile telephone: Telephone:

Q.2. What type of extension are you seeking?

- i. **Are you seeking an extension of the period of validity of academic direction/exemption granted to you?**
- Yes¹
 No
- ii. **Are you seeking an extension of the period of validity of practical legal training direction/exemption granted to you?**
- Yes
 No

¹ Read 'IMPORTANT' note in instructions before proceeding.

Title: First name: Middle name:
 Last name:

Q.3. Length of extension sought

(Complete the table below)

	Date of LPAB's assessment letter	LPAB reference number (eg: yyyy/111)	Period of validity	Date of expiry	Length of extension you are seeking*
Academic – initial assessment (Form 16, A1 or A3)					
Academic – final or prospective assessment (Form A2)					
Practical legal training assessment		N/A			
* eg 'a further 2 years from the date of expiry' or to a specific date eg 'until dd/mm/yyyy'.					

Q.4. Previous application(s) for extension of the period of validity of academic and/or practical legal training direction/exemption

Have you previously applied for and been granted an extension of the period of validity of academic and/or practical legal training assessment?

- Yes. Insert approved extension deadline:
- No

Q.5. Are you undertaking the academic and/or practical legal training requirements?

i. Are you currently undertaking the academic requirements for admission?

- Yes. Insert the name of the institution at which you are currently enrolled:
- No

If you are undertaking the academic requirements as a Student-at-Law with the LPAB, please insert your student number:

ii. Are you currently undertaking the practical legal training requirements for admission?

- Yes. Insert the name of the institution at which you are currently enrolled:
- No

Title: First name: Middle name:
Last name:

Q.6. Provide the reasons why you were unable to proceed to admission within the initial period of validity in the space below

Q.7. Your up-to-date curriculum vitae

Please attach a copy of your up-to-date curriculum vitae/resume to your application.

Q.8. Certification

The information provided in this application is true and correct. I have not omitted any material information.

I understand that giving false or misleading information is a serious offence.

Signature

Date (dd/mm/yyyy)

What to attach

- Fee:** A copy of the online payment receipt.
- Q.1.** Evidence of change of name if your name has changed since applying for the direction/exemption
- Q.2.i** A copy of the LPAB's academic assessment letter(s)
- Q.2.ii** A copy of the LPAB's practical legal training assessment letter
- Q.4.** A copy of the LPAB's letter granting the previous extension of period of validity
- Q.5.i** If an institution other than the LPAB, a copy of the transcript of results
- Q.5.ii** A copy of the transcript or certificate of completion
- Q.6.** Any evidence you wish to provide to support your reasons
- Q.7.** A copy of your up-to-date curriculum vitae/resume