

## CPLED Policy Definitions

This document provides an explanation of defined terms used in CPLED policies. Terms are listed in alphabetical order.

**Assessment Report** is defined by the **Federation** as: a document issued to a **Student** by the Federation's National Committee on Accreditation. This report assesses a **Student's** education and professional experience, and then tells them what they need to do to qualify for law society bar admissions in a Canadian common law jurisdiction.

**Capstone** or **PREP Capstone** is the evaluative phase of **PREP**.

**Certificate of Qualification** is defined by the **Federation** as: a document issued to a **Student** by the Federation's National Committee on Accreditation and shows that a **Student's** knowledge of Canadian law is similar to the knowledge of someone who received their degree through an approved Canadian law school program.

**Confidential Information** is any record submitted by a **Student** to their program, whether written or oral, during any **Phase** of the program.

**Disciplinary** is any punitive measure taken by CPLED in response to a **Student's** conduct.

**Expulsion** is the **Disciplinary** removal of a **Student** from their program by CPLED.

**Federation** is the Federation of Law Societies of Canada.

**Foundation Modules** is the first **Phase** of **PREP**.

**Foundation Workshops** is the second **Phase** of **PREP**.

**Intake** is a scheduled program offering.

**LRW** is CPLED's Legal Research and Writing course.

**Personal Information** is information about an identifiable person. **Personal Information** does not include information created by aggregating information about an identifiable person which does not identify, or cannot be associated with, a specific person.

**PREP** is CPLED's Practice Readiness Education Program. This includes the Accelerated delivery.

**Proprietary Content** is the content of all CPLED's programs and materials provided by CPLED to any **Student**.

**Student Agreement** (also known as the academic integrity statement) is an agreement to abide by CPLED policies and procedures signed by all **Students** upon entry to their program.

**Student** is any individual who purchases, uses or partakes of any products or services offered by CPLED, regardless of the format in which such products and services are delivered.

**Suspension** is the temporary **Disciplinary** removal of a **Student** from their program by CPLED.

**Unenrollment** is the non-**Disciplinary** removal of a **Student** from their program by CPLED.

**Violation** is a **Disciplinary** mark awarded against a **Student**.

**Virtual Law Firm** is the third **Phase** of **PREP**.

**Withdrawal** is the request by a **Student** to be removed from their current program **Intake**.