

LRW Progression Policy

Policy Statement

The purpose of this policy is to set out the requirements that must be met to progress through the Legal Research and Writing (“**LRW**”) course.

Defined terms are in **bold text**; definitions can be found in the [LRW Policy Definitions](#) document.

1. Authority and Application of Policy

- 1.1. This policy applies to **LRW Students** only.
- 1.2. **Students** agree to abide by this policy pursuant to the **Student Agreement** which all **Students** signed upon entry to their program.
- 1.3. This policy applies to both the in-person and virtual environments.

2. Professionalism and Integrity

- 2.1. **LRW Students** are at all times subject to the [CPLD Professional Integrity Policy](#).
- 2.2. Professional integrity breaches will be addressed pursuant to that policy.

3. Course Deliverables

- 3.1. In order to successfully complete **LRW**, **Students** must achieve an overall weighted average of 60% from a combination of the following course deliverables:
 - a. Legal research Multiple Choice Assessment (“MCA”): 10%.
 - b. Legal research assignment: 40%.
 - c. Legal writing Multiple Choice Assessment (“MCA”): 10%.
 - d. Legal writing assignment: 40%.
- 3.2. Course deliverables are subject to release conditions. Practice or learning activities which do not contribute to the weighted average of the course may require completion to gain access to course deliverables.

4. Extensions

- 4.1. CPLD publishes deadlines for course deliverables before registration opens. As a result, CPLD expects that **Students** will properly plan, organize, and manage their time to meet these deadlines regardless of any disruptions they may encounter throughout the course.
- 4.2. **Students** who are unable to meet the deadline for a course deliverable due to unforeseen, extenuating circumstances can submit an [LRW Application for Extension](#) for consideration by CPLD.

4.3. Factors considered by CPLED in reviewing an extension request include but are not limited to:

- a. Whether the extenuating circumstances referenced are of significant impact, unforeseen, and beyond the control of the **Student**.
- b. Whether the extenuating circumstances referenced render the **Student** functionally unable to meet the existing deadline for the course deliverable.
- c. Whether the extension request includes clear, evidence-based documentation that supports the rationale for the extension. The date range of the supporting documentation must substantiate the date range of the extension request.
- d. Whether the extension request reflects a pattern of missed course deadlines or previous extension requests.
- e. Where possible, whether the extension request was made several days before the deadline for the course deliverable.
- f. Whether the extension request is reasonable in terms of the course schedule.

4.4. Extension requests are not granted for pre-existing scheduling conflicts, or where **Students** have substantial remaining time in advance of a deadline to complete the deliverable.

4.5. Submission of an extension request does not guarantee that the extension will be approved. Extension requests may be granted at the sole discretion of CPLED.

4.6. Decisions regarding extension requests are final.

5. Late Submissions

5.1. Late submissions receive a grade of 0%.

6. Disclosure of Final Course Results

6.1. LRW final course results are disclosed in accordance with the [CPLED Privacy Policy](#).

7. Reattempting LRW

7.1. **Students** are permitted four **Attempts** to successfully complete LRW.

7.2. Unsuccessful **Students** must repeat LRW in its entirety and are not exempt from any course deliverables.

7.3. **Students** who have undertaken three LRW Attempts must take a mandatory minimum absence from the course of three consecutive **Intakes**. The intention of this mandatory absence is to allow **Students** time to upgrade their knowledge and improve their skills should they wish to return for a fourth and final LRW Attempt.

7.4. **Students** who return for a fourth and final LRW Attempt must complete and submit an [LRW Application for Final Course Attempt](#).

7.5. Students who are unsuccessful in their fourth and final **LRW Attempt** will have terminated their options with CPLED and will need to seek further guidance from the **Federation** directly.

8. Right of Appeal

8.1. LRW decisions subject to appeal are identified in the [LRW Appeal Policy](#).