



LAWYERS

Lawyers advise clients on legal matters, plead cases or conduct prosecutions in courts of law, represent clients before tribunals and administrative boards and draw up legal documents such as contracts and wills. Law firms, prosecutor's offices, federal, provincial and municipal governments and various business establishments employ them. They may also be self-employed.

EDUCATIONAL REQUIREMENTS

A Bachelors' degree in Law from a recognised Canadian common law program of study is required.

WORK EXPERIENCE REQUIREMENTS

The National Committee on Accreditation considers work experience in the process of credentials assessment on a case-by-case basis.

ASSESSMENT PROCESS

Step One

If an applicant does not have a law degree from a Canadian common law faculty, to be permitted to practice law in the province of Manitoba an individual must first apply to the **National Committee on Accreditation** (the NCA). The applicant must submit:

- a completed application form (available from the NCA);
- original transcripts* of pre-law grades if any, or if not available, a certificate of standing;
- original final transcripts* of law grades (or a certificate of standing) (*must be sent directly to the NCA by the institution*);
- course descriptions in field of legal study including number of hours of each course, number of class hours each week, and total number of weeks per year;
- if called to the bar, a certificate of call or admission and a letter or certificate of good standing (*must be sent directly to the NCA by the institution*);
- if bar admission was based on written examinations over and above examinations for a law degree, a transcript of marks (*must be sent directly to the NCA by the institution*);
- proof of good standing with the regulatory body where law was practised;
- details of work experience;
- letters of reference from employers, or sworn affidavit, detailing the nature of the applicant's legal experience in his/her country of legal practice (*must be sent directly to the NCA by the institution*). Self-employed individuals should provide their information in a sworn affidavit.
- a statement regarding citizenship/immigration status;
- evidence of language proficiency in English (TOEFEL or equivalent testing score);
- their Law School Admission Test (LSAT) score; and
- an application fee of \$535.00 and if examinations are required, a fee of \$535.00 per examination.

* Photocopies or certified copies of transcripts are not acceptable.

Note: If documents are not in English or French, notarized translation is required.

The applicant to the NCA may be asked to write examinations in specific areas of Canadian law, or advanced standing may be granted.

Typically however, the NCA recommends that the applicant complete at least 30 credit hours (one year of study) at an accredited Canadian common law faculty. When the assigned number of credit hours have been successfully completed the Committee will issue a *Certificate of Qualification*.

Step Two

To practice law in the province of Manitoba a candidate must then apply **for admission as an articling student** to the **Law Society of Manitoba**. They must submit:

- a completed application form; (available from the Law Society of Manitoba)
- an NCA Certificate of Qualification and original transcripts of all university marks;
- articles of clerkship;
- a character reference;
- an education plan; and
- tuition fees (\$1,200.00 plus GST), and other documents may be required..

Each candidate must also secure an articling position with a member of the Law Society of Manitoba who has been a barrister and a solicitor for a minimum of three years. While articling, the candidate must complete the *Canadian Centre for Professional Legal Education licensing program* offered by the Law Society of Manitoba. All exercises, assignments and competency evaluations must be successfully completed.

When all educational and articling requirements have been met and the applicant has been called to the bar and paid practising fees and insurance the applicant is licensed to practice law in the province of Manitoba.

The fees, documentation requirements, and assessment process detailed above are subject to change without notice. For more detailed information contact:

The National Committee on Accreditation

Faculty of Common Law

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The Law Society of Manitoba

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