

Biographical Paragraph Submission

Once complete, print, sign, date and file by:

1. Scan and e-mail to articling@lso.ca; or
2. Mail to Articling, Licensing Process, Licensing and Accreditation Department, Law Society of Ontario, 130 Queen Street West, Toronto, ON, Canada M5H 2N6; or
3. In-person delivery to Law Society of Ontario.

Articling, Licensing Process, Licensing and Accreditation Department compiles and distributes biographical paragraphs of candidates in search of an articling placement to potential employers, benchers, and others who may be able to assist the candidate with finding a placement. Only candidates who are registered in the Licensing Process and who have completed their LL.B., J.D., or N.C.A. requirements may submit biographical paragraphs.

The paragraph should include your name, contact information, law school, year of graduation, average mark, location preferences, practice preferences, special interests and qualifications. The following are examples of acceptable paragraphs. Please create your paragraph beginning with your name and referring to yourself in third person.

Sample Paragraphs:

Cosmo Wright

22 Trail Lane
Ottawa, Ontario, K2M 1P1
Phone: (613)821-4444
Email: cosmowright@email.com

Cosmo Wright graduated from the University of New Brunswick Faculty of Law in 2001. He holds a B+ average and was the recipient of the Prize for highest mark in first-year contracts. He would like a broad articling experience with preference for corporate/commercial, tax and wills & estate law. He is willing to article anywhere in Ontario, with Toronto as his first choice and Southwestern Ontario as his second choice. Mr. Wright indicates that he has computer proficiency (including internet and CD Rom searching) and QuickLaw. His many law-related extracurricular activities include involvements with Amnesty International Legal Network, Legal Aid, Law Library Faculty Committee, and witness videos for Advocacy Program.

Clarice Righter

25 Lane Trail
Toronto, Ontario, M2M 1P1
Phone: (416)821-4444
Email: claricerighter@email.com

Clarice Righter is an Osgoode graduate of 2001 (C+ average). Although preferring to stay in Toronto, Ms. Righter is willing to article anywhere in Ontario. She would like a broad-based articling experience. She lists her strengths as strong research and drafting skills, proven time management skills, fluency with computers and persistence. Her related experiences include being a duty counsel in a law school student-run clinic, managing a retail business, and being Treasurer of her law school's United Way campaign.

Your Paragraph Submission

Biographical Paragraph Submission Authorization

1. I authorize the Law Society of Ontario to release any and all information about me contained in this form or attached to, and to disclose any documents submitted electronically in their original form, or as edited by the Law Society of Upper Canada, to the persons and for the purposes specified below. I understand that any editing of documents by The Law Society of Upper Canada will be restricted to matters of presentation.
 - (a) A benchler, for the purposes of assisting me in my search for an articling placement.
 - (b) An employer or other person, for the purposes of assisting me in my search for an articling placement.
 - (c) A job skills consultant, for the purposes of assisting me to develop my job search skills, including my resume writing skills and my interviewing skills.
2. I further authorize Law Society of Ontario to provide my name and contact information to the law school from which I graduated, upon the request of the law school, for the purposes of permitting the law school to offer me advice on and assistance with my search for an articling placement. I understand that I may decline any advice or assistance offered by the law school.
3. I further authorize the Law Society of Ontario to use any and all information about me contained in this form, attached to it, or submitted electronically, for statistical or research purposes.

I understand that, at all times, I remain solely responsible for finding and securing an articling position.

I understand that I may revoke this authorization at any time, except to the extent that action has already been taken in reliance on it. Actions permitted by this authorization may not subsequently be taken without my further written consent. Without my express revocation, the authorizations contained in paragraphs 1 and 2 will automatically expire upon my securing an articling position.

Candidate Name:

Candidate Number:

SIGNATURE:

DATE:

Please submit your biographical paragraph by email to articling@lso.ca.

Please print, sign, date and file the Biographical Paragraph Submission Authorization with Articling, Licensing Process, Licensing and Accreditation Department at The Law Society of Ontario.