

LAWYER LICENSING PROCESS

Repayable Allowance Program Application Form

Please read the following instructions carefully before completing this application form:

Application forms must be submitted at least **30 business days prior to any registration deadline** to allow sufficient time for consideration. Applications received after this deadline will be considered for the next available examination sitting and it will be the candidate's responsibility to defer accordingly with the prescribed form. Meetings are held monthly and decisions are made by the Repayable Allowance Program Committee and communicated to candidates directly via their email address on file. In order to qualify for the Law Society of Ontario's Repayable Allowance Program, you are expected to have exhausted all available student funding options. Please complete this application form electronically, ensure all sections are completed and all applicable supporting documentation is included. Applications will be deemed incomplete and will not be considered if all sections are not filled out or all supporting documentation is not included. Please do not submit an application without the supporting documentation.

Candidate Legal Name:

Candidate ID#:

Mailing Address:

Daytime Phone Number:

Email:

1. Please fill out the required education information:

Type of degree:

Degree awarded or expected date:

Has the Law Society received your official final transcript? Yes No

If no, please indicate when the transcript is to be provided from the law school or NCA:

2. Please check which items you require funding for:

Barrister Licensing Examination: June November March

Solicitor Licensing Examination: June November March

 Barrister study materials

 Solicitor study materials

 Articling Program

 Law Practice Program

 Living expenses during the Licensing Process

3. Have you secured an articling position? Yes No

 Term of Service Under Articles: Start Date: End Date:

 Firm Name: City:

 Gross Articling Salary (for the above-noted period): \$

4. The Law Society of Ontario is committed to principles of Equity and Diversity, and seeks to address the current under-representation in the Ontario legal profession of the communities listed below. Accordingly, additional consideration will be given to individual applicants from these communities. If you are a member of any of these communities and wish this to be taken into consideration in your application, please check the box(es) that apply to you:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Aboriginal | <input type="checkbox"/> Francophone | <input type="checkbox"/> Lesbian/Gay/Bisexual | <input type="checkbox"/> Transsexual/Transgender |
| <input type="checkbox"/> Racialized Community | <input type="checkbox"/> Mature Candidate
(40 years of age or older) | <input type="checkbox"/> Women | <input type="checkbox"/> Persons with Disabilities |

B. Monthly Expenses

Home:

Rent Mortgage/Taxes.....\$
Utilities (electricity, water, natural gas).....\$
Telephone.....\$

Vehicle:

Lease Loan Payment.....\$
Cost of operating (maintenance, repairs etc.).....\$
Gas/Parking.....\$

Transit:

Local Transit.....\$
GO Transit.....\$

Household:

Household:

Food (meal in).....\$
Food (meal out).....\$
Personal supplies.....\$

Debt Payments:

Credit card payments (attach documentation if payments exceed \$50 per month but exclude credit card numbers).....\$
Student line of credit (interest only).....\$

Health & Insurance:

Life Insurance.....\$
Vehicle Insurance.....\$
Dental.....\$
Prescription.....\$

Childcare or Support:

Childcare.....\$
Child support you pay.....\$
Spousal support paid out.....\$

Other Expenses:

(Specify).....\$

Total Monthly Expenses: \$ (B)

12. Please indicate if you have applied for student funding from a financial institution:

Yes

If yes, indicate financial institution:

Amount requested: \$

If you requested funding from a financial institution and it was declined, check here

If your application for student funding has been declined you must provide written proof (e.g. a current dated letter from the financial institution).

No, I have not applied for funding from a financial institution

If no, please explain:

13. Indicate current amount outstanding in:

Loans from family/friends that must be repaid	\$
Government student loans (e.g. CSL/OSL) ¹	\$
University loans ²	\$
Bank/other institutional loans	\$
Credit Card	\$
Total Current Amount Outstanding	\$

Please note that you are required to provide proof to the Law Society of outstanding Government student loans and University loans greater than \$25,000 and may be required to provide proof of any other outstanding loans.

14. Have you ever received financial assistance from the Law Society? Yes No

If yes, detail the total amount: \$

Date received:

15. Please state the amount of Repayable Allowance requested on this application up to **\$5,000 per year**: \$

(Maximum Repayable Allowance of \$5,000 per calendar year and \$10,000 per Licensing Term)

16. How do you intend to pay your Licensing Process fees if you do not receive a Repayable Allowance? (e.g. self, firm)

¹If the outstanding amount is greater than \$25,000, please provide supporting documentation together with application (e.g. letter [current date] from the National Student Loans Service Centre).

² If the outstanding amount is greater than \$25,000, please provide supporting documentation together with application (e.g. letter [current date] from the bank, university).

APPLICANT'S DECLARATION

I HEREBY DECLARE that the information contained in this application is complete and true in all respects. I understand that the information I have provided may be subject to verification by the Law Society. I further understand that as a Licensing Process candidate of the Law Society of Ontario, a falsified application under this Program or any attempt to mislead the Law Society would be considered a breach of the Rules of Professional Conduct and could lead to my being prevented from entering the legal profession in Ontario and/or any other form of discipline which a Discipline Committee of Convocation may deem appropriate.

In the event this financial assistance application is approved, I agree to sign a Repayable Allowance Agreement for the amount awarded to me by the Law Society of Ontario. I also agree that, on a confidential basis, my name and the general financial circumstances that led to the awarding of the financial assistance may be disclosed to Convocation and the appropriate Benchers Committees.

Date: _____

Signature: _____

Please submit the completed application and all supporting documentation to:

Attention: RAP Committee
 Licensing and Accreditation Department
 The Law Society of Ontario
 130 Queen Street West, Toronto, ON M5H 2N6
 (416) 947-3416 or 1-800-668-7380 ext. 3416 Fax (416) 947-9070

Note:

Partial applications will not be accepted. Application forms must be fully completed and all required supporting documents provided before your application will be considered.

Applicants must be active and currently enrolled in the Licensing Process and must be scheduled to sit the Licensing Examination(s) or scheduled to commence the Law Practice Program / Articling Program.

Application forms should be submitted at least **30 business days** prior to your payment deadline to allow sufficient time for consideration. Candidates are not eligible to apply if the scheduled Licensing Examination date or the Law Practice Program / Articling Program start date is more than three months away.

Supporting Documentation:

Please indicate all supporting documentation included in your application:

- Child Tax Benefit Notice re: proof of dependents (sole-support parent candidates only)
- Letter re: dependant(s) 19 years of age or older
- Spousal partner's financial statement & most recent Canada Revenue Agency Notice of Assessment
- Credit card statement (if payments exceed \$50 per month). Please remove specific credit card numbers before you submit a statement.
- Most recent Canada Revenue Agency Notice of Assessment
- Letter from financial institution declining application for student funding
- Letter from government/university verifying outstanding loan amount