

LICENSING PROCESS
Late Registration Request Form

Complete this form only if:

1. You are requesting registration for a licensing examination beyond the registration deadline that is applicable to the licensing examination you wish to write

OR

2. You are requesting to extend the deadline to submit a request for accommodations for your licensing examinations.

NOTE: Submitting a late registration request **DOES NOT** guarantee that your request will be approved. Applications will be reviewed with regard to the Society's obligations under the *Human Rights Code*, R.S.O. 1990, c. H.19. Due to operational constraints, priority is given to candidates who have complied with the applicable deadlines.

SCAN AND EMAIL TO: regsupport@lso.ca

Part I: General Information

Candidate Name:

Candidate ID#:

Licensing Examination Sitting (select one): Barrister Solicitor Paralegal

Licensing Examination Date:

Date your licensing term expires:

Licensing Examination Location (select one):

Toronto	London*
Ottawa	Windsor*
Thunder Bay*	

*Note: London, Windsor and Thunder Bay locations are not available for the November or March Licensing Examinations or for Paralegal Licensing Examinations.

Language of licensing examination (select one): English French

Are you requesting accommodations for your licensing examination(s)? Yes No

If your response to the above was yes, has your accommodation request been approved? Yes No

Part II: Reasons for Request

1. Are you requesting late registration for this licensing examination? Yes No

2. Are you requesting to extend the deadline to submit a request for accommodations for this licensing examination? Yes No

If you responded yes to #2 above, **submit the accommodation request forms together with this form.**

If you are unable to submit the **accommodation request forms** along with this form, please indicate the earliest date on which you would be able to submit them, along with the required supporting medical documentation.

(indicate date in which **accommodation request forms** and supporting documentation will be submitted)

Please outline the reasons for the request for late examination registration, including whether the request is based on an enumerated ground listed in the *Human Rights Code*. Please submit any documentation to support your request. Additional supporting documentation may be requested by the Law Society. If you require more space, you may submit an additional document.

III: Candidate Confirmation and Signature

I confirm that the foregoing is an accurate description of the circumstances giving rise to this request for late registration. Moreover, I understand it is my duty to inform the Society of any changes in my status.

Candidate Signature: _____

Date: _____