

Application for Class L1 Licence Under By-Law 4, for Holders of a Class L3 Licence

About Licensing for Existing Holders of an L3 Licence

In June 2020, Convocation approved amendments in principle to By-Law 4, to permit Quebec lawyers to practise in Ontario subject to the same terms and conditions as lawyers from other Canadian provinces. Amendments to By-Law 4 were then approved by Convocation on April 22, 2021. Among other things, the amendments to By-Law 4 included the elimination of the Class L3 licence.

Lawyers who held a Class L3 licence immediately before the coming into force of these amendments, shall be deemed to have surrendered their L3 licence on October 23, 2021, unless they obtain a Class L1 Licence prior to that date. Quebec lawyers who hold a Class L3 licence must complete this application form to apply for a Class L1 licence under By-Law 4.

You must be a member of the Barreau du Québec and entitled to practise law in Quebec in order to apply for an L1 licence under this process.

Required Documents

Please submit the following:

1. Complete application form

The Law Society of Ontario (Law Society) may investigate or verify any information supplied in this application and may require further information from you before the application is approved. **Omissions or inaccuracies in responses may delay processing.**

If the space provided for any answer is insufficient, include a separate sheet that is signed and dated by the applicant with the application.

2. Proof of payment or payment in the form of either:

- A receipt for payment by credit card from the Law Society Store. To pay, visit the Law Society Store at <https://store.lso.ca/mobility>. **Include the receipt with your application.**

OR

- A certified cheque or money order in Canadian funds payable to the "Law Society of Ontario".

Item	Amount
Application Fee:	\$950.00
HST: #121712863:	\$123.50
Total:	\$1,073.50

The application fee is non-refundable and non-transferable.

The Law Society will not process applications submitted without proof of payment or a certified cheque or money order.

NOTE: When licensed, Law Society annual membership fees must be paid.

3. Certificate(s) of Standing:

Original Certificate(s) of Standing (dated within the last 30 days) from each law society or governing body or the legal profession of which you are or have been a member, inside and outside of Canada.

NOTES: Certificates of Standing must be forwarded directly from the governing or regulatory body to the Law Society by email or mail (addresses below). Digital versions are acceptable.

Your Certificate(s) of Standing must be replaced if it will be more than 60 days old at the time your application is ready to be approved by Complaints & Compliance. Applicants must remain entitled to practice in their home jurisdiction until they are licensed in Ontario.

Do not submit a Certificate of Standing from the Law Society of Ontario.

4. Work History:

Complete information regarding your work history.

5. Additional relevant documents to comply with specific application requirements, as required.

NOTE: Upon receipt of the completed application and the required fee, the Law Society will send you the reading materials and the declaration for the licensing reading requirement. Once you have read and understood the reading materials, send the completed declaration to Complaints & Compliance to certify that you have completed the reading requirement. The Law Society will then continue processing the application.

Questions?

Please direct questions about this application to **Complaints & Compliance** by calling 416-947-3315 or 1-800-668-7380 and asking to be transferred, or emailing lsforms@lso.ca.

Mailing Address

Email or mail original applications and supporting documents to:

lsforms@lso.ca

Law Society of Ontario
Complaints & Compliance
Osgoode Hall, 130 Queen Street West
Toronto, Ontario M5H 2N6



Application for Class L1 Licence Under By-Law 4, for holders of a Class L3 Licence

Part A – Applicant’s Information

1. Personal Information

First Name:

Middle Name:

Last Name:

Date of Birth (dd/mm/yyyy):

Place of Birth (city and country):

Gender:

Law Society of Ontario number:

2. Home Contact Information

Home Address (street, unit, city, province, postal code):

Phone 1: Home Mobile

Phone 2: Home Mobile

Email:

3. Business Contact Information

Business/Employer Name and Address (street, unit, city, province, postal code):

Phone 1: Business Mobile

Phone 2: Business Mobile

Fax:

Email:

Which is your preferred contact? Choose one: Home Business

Please notify the Law Society immediately after any change in contact information.

4. Canadian Law Society Membership Information

List any Canadian law societies you are or have been a member of, if applicable:

Name of Law Society:

Licence Date:

Member/Licence Number:

Status:

Name Licensed Under (if different from personal information in question 1):

Name of Law Society:

Licence Date:

Member/Licence Number:

Status:

Name Licensed Under (if different from personal information in question 1):

5. Law Society Membership Information – Outside of Canada

List any law societies outside of Canada you are or have been a member of, if applicable:

Name of Law Society:

Licence Date:

Member/Licence Number:

Status:

Name Licensed Under (if different from personal information in question 1):

Name of Law Society:

Licence Date:

Member/Licence Number:

Status:

Name Licensed Under (if different from personal information in question 1):

Make arrangements for an original Certificate(s) of Standing (dated within the last 30 days) from each law society or governing body of the legal profession of which you are or have been a member, inside and outside of Canada, to be forwarded directly from the governing or regulatory body to the Law Society by email or mail.

NOTES: Your Certificate(s) of Standing must be replaced if it will be more than 60 days old at the time your application is ready to be approved by Complaints & Compliance.

Do not submit a Certificate of Standing from the Law Society of Ontario if you are a licensee.

6. Canadian Law Degree(s) or National Committee on Accreditation (NCA) Certificate

NOTE: Quebec lawyers who qualified for membership in the Barreau du Québec under the Entente entre le Québec et la France en matière de reconnaissance mutuelle des qualifications professionnelles are not eligible to apply for a Class L1 Licence under this process and must apply for regular licensing.

Complete all that apply:

A. I have a Canadian common law degree.

Name of Law School:

Graduation Year:

OR

B. I have a Canadian civil law degree.

Name of Law School:

Graduation Year:

OR

C. My academic credentials have been evaluated by the NCA.

Complete i) or ii) if you have received a Certificate of Qualification from the NCA based on the evaluation of your law school degree.

i) Quebec Law School:

OR

ii) Country in which you received your law degree:

NOTE: Make arrangements for an original NCA Certificate to be forwarded directly to Complaints & Compliance from the NCA.

7. Are you currently authorized to practise law in a province or territory of Canada outside of Ontario?

Yes No

If "Yes", jurisdiction(s):

8. Have you been engaged in the practice of law?

Yes No

If "Yes", describe your work history:

Employer/Firm Name:

Date From (dd/mm/yyyy):

Date To (dd/mm/yyyy):

Describe your position:

Employer/Firm Name (if applicable):

Date From (dd/mm/yyyy):

Date To (dd/mm/yyyy):

Describe your position:

If "No", briefly describe your current situation and include any employment details (if applicable):

Part B – Good Character

Applicants for licensing are required to answer the following good character questions. If you answer “YES” to any of these questions, you must provide full and detailed particulars in the space below, and include any supporting documentation with your application. Failure to do so can cause delays with processing your application

For additional information about the Good Character requirement, visit:

<https://lso.ca/becoming-licensed/lawyer-licensing-process/good-character-requirement>

The Law Society is committed to working toward reconciliation with First Nation, Status, non-Status, Inuit and Métis Peoples. When reviewing licensing applications, the Law Society applies the principles established by the Supreme Court of Canada in *R v. Gladue*, [1999] 1 SCR 688 and *R v. Ipeelee*, [2012] 1 SCR 433 and as such considers the unique systemic or background factors that may have played a part in those incidents to which an applicant’s responses refer.

9. Are you currently the subject of criminal proceedings or proceedings for any offence under any statute in Canada or elsewhere?

Yes No

10. Have you ever been found guilty of, or been convicted of, any offence under any statute in Canada or elsewhere?

Please exclude:

- i) speeding and parking tickets;
- ii) offences for which more than one year has passed since you were discharged absolutely or more than three years have passed since you were discharged on conditions prescribed in a prohibition order; and
- iii) convictions or findings of guilt under the *Controlled Drugs and Substances Act* for possession of cannabis not exceeding 30 grams or cannabis resin not exceeding 1 gram that did not include a term of incarceration.

Yes No

11. Has judgment ever been entered against you in an action involving fraud?

Yes No

12. Are there any outstanding civil judgments against you?

Yes No

13. Have you ever disobeyed an order of any court requiring you to do any act or to abstain from doing any act?

Yes No

14. While attending a post-secondary institution, have allegations of misconduct ever been made against you or have you ever been suspended, expelled or penalized by a post-secondary institution for misconduct?
- Yes No
15. Have you ever been refused admission as an applicant or member of any professional/regulatory/governing body?
- Yes No
16. Are you now or have you ever been suspended, disqualified, censured, the subject of a conduct, capacity or competence proceeding or otherwise the subject of discipline in any jurisdiction(s) where you are or were licensed to practise law or provide legal services?
- Yes No
17. Are you now or have you ever been a member of a professional/regulatory/governing body (other than a Canadian law society) in any jurisdiction?
- Yes No
18. Have you ever been denied a licence or permit, or had any licence or permit revoked for failure to meet good character requirements?
- Yes No
19. Are you now the subject of a prosecution or have you ever been prosecuted, suspended, disqualified, censured, the subject of a conduct, capacity or competence proceeding or otherwise disciplined by any professional organization?
- Yes No
20. Are you aware of any complaint or charge pending against you in your professional capacity, which has not yet come to the attention of your law society or professional/regulatory/governing body?
- Yes No
21. Are you now or have you ever been the subject of an insurance claim under a policy for professional liability insurance?
- Yes No
22. Have you ever been discharged from any employment where the employer alleged there was cause?
- Yes No

23. Have you ever been disciplined by an employer, or been a respondent in proceedings in relation to a violation of the *Human Rights Code* or similar legislation in any jurisdiction (e.g., sexual harassment, racial discrimination)?

Yes No

24. Are you or any company or partnership of which you are or were a director, officer or employee currently subject to a petition or assignment in bankruptcy or a proposal to creditors under the *Bankruptcy and Insolvency Act*, or similar legislation in any jurisdiction and/or have you or any company or partnership of which you are or were a director, officer or employee ever been bankrupt or insolvent, under any statute?

Yes No

25. Are there events, circumstances or conditions, other than those mentioned above, that are potentially relevant to your ability to practise law?

Yes No

If you answered "Yes" to any of the Good Character questions in this part, please explain in the box below. If necessary, provide full details on a separate page and include any relevant documents such as orders and/or judgments.

Part C – Authorization and Declaration

By signing this application, I declare and agree as follows:

I have read and understand the contents and requirements of this application. I will ensure that all supporting enclosures and applicable fees required by this application are filed and paid in a timely manner and as requested by the Law Society

I hereby authorize the Law Society to make inquiries of any person or government, any official or body, including, without limitation, any police or academic authority, about my background or character. I will provide any additional specific authorization or any release that is required for the purpose of enabling the Law Society to obtain information related to my background or character. I acknowledge that if I provide any false information to the Law Society in response to any question or inquiry in my application or if I declare under oath or solemnly affirm the contents of my application falsely, the Law Society may commence an investigation and proceeding against me.

I understand that if I am licensed in Ontario, I must comply with the *Law Society Act*, by-laws, the *Rules of Professional Conduct*, and all other rules, regulations and requirements of the Law Society.

I understand that I must remain entitled to practice law in Quebec until I am issued a Class L1 Licence.

I understand that I have a continuing obligation to immediately provide written notification of any change to the information that I have provided to the Law Society in connection with this application.

I acknowledge that my application for a licence shall be deemed to have been abandoned by me immediately if I fail to:

- provide to the Law Society, at the time that I submit my completed application, all documents and information specified by the Law Society on the application form relating to the requirement that I be of good character; or
- provide to the Law Society, by the time specified by the Law Society, all additional documents and information specified by the Law Society relating to the requirement that I be of good character.

Collection and Use of Personal Information

The Law Society collects personal information only for purposes that are considered necessary and appropriate for the regulation of individuals seeking licensure under the *Law Society Act* and for such other purposes as may be implied by the *Law Society Act*. The Law Society limits the amount and type of personal information it collects, uses, or discloses to that which is necessary to carry out its responsibilities under the *Law Society Act*, its by-laws, and relevant rules, guidelines, and decisions of the Law Society's Convocation.

I acknowledge that the information contained in my application, as well as any information and documentation that subsequently form part of my licensing file, may be shared for purposes consistent with the Law Society's regulatory mandate.

I, _____, declare under oath (solemnly affirm) that all information provided by me with respect to this application, and in the documents provided in connection with this application, is true, current, accurate, and complete.

DECLARED BEFORE ME

at _____,

on the _____ day of _____, 20

**Signature of a Commissioner for
Taking Affidavits/Notary**

Signature of Applicant

Print Name

Print Name