



LAW SOCIETY OF ONTARIO
 LICENSING AND ACCREDITATION
 130 QUEEN STREET WEST, TORONTO, ON M5H 2N6
 PHONE: 416-947-3315 OR 1-800-668-7380 EXT. 3315
 LICENSINGPROCESS@LSO.CA

LAWYER LICENSING PROCESS Request Form for Change or Deferment

Complete this form only if you are requesting a change to an existing Licensing Examination date, location or language selection. Information regarding your current Lawyer Licensing Examination selection is available in your online account.

To request an earlier Licensing Examination date, this form must be **submitted at least 30 business days prior** to the earlier Licensing Examination date. To **defer** any Lawyer Licensing Examination to a later sitting, candidates must submit this form at least **5 business days** prior to the sitting they wish to change. To **change** a Licensing Examination date, location or language of a Licensing Examination, candidates must submit this form **at least 30 business days prior** to the new examination date.

Candidates who do not meet the deadlines for submission listed above and do not attend the examination they were registered for will forfeit their examination fee payment. Candidates who wish to withdraw from any or all components of the Lawyer Licensing Process should NOT submit this form and are instead required to submit the Withdrawal Request Form available online under “Fees and Forms”.

For specific examination deadline dates please visit the [Dates to Remember](#) webpage.

SCAN AND EMAIL TO: licensingprocess@lso.ca SUBMIT BY FAX TO: 416-947-9070

Required Information:

Candidate Legal Name:

Candidate ID#:

Daytime Phone Number:

Barrister Licensing Examination – Please change my current examination sitting to the following:

June 4, 2019	Toronto	London*
November 5, 2019*	Ottawa	Windsor*
March 3, 2020*	Thunder Bay*	

Solicitor Licensing Examination – Please change my current examination sitting to the following:

June 18, 2019	Toronto	London*
November 19, 2019*	Ottawa	Windsor*
March 17, 2020*	Thunder Bay*	

I will write the Licensing Examination(s) in the following language: English French

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

I understand that if I will be deferring to a sitting in a later licensing cycle I will be invoiced and must pay for the revised study materials for the examination as part of my registration requirements. This fee for new materials must be paid by the registration deadline in addition to the examination fee.

I understand that should I require special accommodation for my examination based on a condition that arises from an enumerated ground listed in the *Human Rights Code*, R.S.O, 1990, c. H.19, I must submit all such requests and supporting documentation by the required deadline in order to complete the registration requirements.

Candidates who have submitted an Accommodation request are asked to also advise the Accommodations Coordinator, Examination Administration of any changes to their status by email: examinationaccommodation@lso.ca

Candidate Signature: _____

Date: _____