



NOVA SCOTIA BARRISTERS' SOCIETY

POLICY REGARDING ACCOMMODATION DURING THE BAR ADMISSION COURSE

1.1 Accommodation Allowed

1.1.1 The Society will ensure there is reasonable accommodation for those requiring it as a result of a disability or medical condition, both during the Skills Course and for writing the Bar Examination. If the request for accommodation does not arise from a disability or medical condition, but is reasonable and necessary to ensure equitable treatment, reasonable accommodation may be provided at the discretion of the Executive Director.¹

Integrity of Bar Exam Maintained

1.1.2 The reasonable accommodation that will be provided will not compromise the integrity or the security of the Bar Examination or affect the standards set for the Skills Course and Bar Examination.

Notice to the Society Required

1.1.3 If applicants require accommodation, they must notify the Executive Director three months prior to the start of the Skills Course in which they are enrolled or the date of the Bar Examination. If an applicant unexpectedly requires accommodation within the three-month period, the applicant must notify the Executive Director at his or her earliest opportunity. The Society will make reasonable efforts to accommodate the applicant in such emergency situations, whenever possible.

Information Required

1.1.4 To enable the Society to deal with the request, the applicants must provide the following information, as applicable:

- (a) The type of disability or medical condition necessitating the request – providing both the medical and lay terms.
- (b) The applicant must submit documentation of their disability from a Medical Doctor, Therapist or Educational Specialist.
- (c) The accommodation request must be specific and note any special requirements. If the applicant is requesting additional time for exam writing, he or she must state how much additional time is requested.
- (d) If the applicant's circumstances were the same while attending university, the applicant must provide a description and confirmation of the accommodation that was provided by their college or law school for this disability.
- (e) Additional information or additional proof of information, if requested by the Executive Director.

Review of Executive Director's Decision

1.1.5 If the Executive Director denies the request, in whole or in part, the Executive Director will provide the applicant with written reasons and inform the applicant of the internal review process.

Rationale for three-month notice period

1.1.6 The Executive Director requires three months' notice of requested accommodations in order to consider the request, to allow time to collect additional information, as necessary; to make the

¹ For example, a nursing mother may require a private room and/or extra time to write the bar examination if she needs to take breaks to feed an infant. If an infant is present, such accommodation would not only respect the needs of the mother, but also of other applicants writing the exam.

arrangements for reasonable accommodations; and, if the requested accommodation is denied in whole or in part, to allow for the internal review process. If three months' notice is not given, the Executive Director cannot guarantee that the applicant will be accommodated at the next sitting of the Bar Examination or Skills Course and, accordingly, the applicant may be required to write the Bar Examination or take the Skills Course at the following regularly scheduled date.

Approved by the Credentials Committee – October 31, 2008

Revised by the Credentials Committee – January 22, 2010