



NOVA SCOTIA BARRISTERS' SOCIETY

## POLICY AND PROCEDURE FOR APPLICATIONS FOR EXTENSION OF ARTICLES

### **Preamble:**

Articled clerks are authorized to practise law under s.16(2)(c) of the *Legal Profession Act*. The filing and approval of an extension of articles is required to permit an articled clerk to continue to complete tasks as defined in s.16(1) of the *Legal Profession Act* – Practice of Law beyond the 12-month articling term.

### **1. Requirement to make application**

- 1.1 Pursuant to Regulation 3.4.2 (i), a principal or articled clerk must apply in writing to the Executive Director to extend the Articling Agreement beyond the 12-month period required under Regulation 3.4.1(a).

### **2. Reasons an extension may be required**

- 2.1 An extension of articles may be required for numerous reasons, including but not limited to the following:
- to permit the articled clerk to continue to “practise law” between the time their articled term is completed and their call to the Bar;
  - to provide additional time for an articled clerk to successfully complete a portion of the Skills Course either in person or online;
  - to provide additional time for an articled clerk to successfully complete the Bar Examination; or
  - to provide additional time for an articled clerk to gain competency in the skills set out in their Education Plan.

### **3. Application**

- 3.1 An application for extension of articles must:
- be in the prescribed form;
  - outline the reasons for the extension;
  - be signed by the articled clerk; and
  - be signed by the principal/supervising lawyer.

### **4. Processing of the application**

- 4.1 An application for extension of articles made solely for the purpose of covering the time between the end of the articling term and the articled clerk’s call date will not be processed until the articled clerk has successfully completed all requirements for admission.
- 4.2 An application for extension of articles will be processed within 7-10 business days subject to section 2.1.

*Approved by the Credentials Committee - December 14, 2007*

*Revised March 2017*