Rule 53 of the Legal Profession Admission Rules sets out the subjects making up the curriculum:

**GROUP A**
01 Legal Institutions
02 Contracts
03 Torts
04 Criminal Law and Procedure
05 Real Property
06 Australian Constitutional Law
07 Equity
08 Commercial Transactions
09 Administrative Law
10 Law of Associations
11 Evidence
12 Taxation and Revenue Law
13 Succession
14 Conveyancing
15 Practice and Procedure
17 Legal Ethics
24 Jurisprudence

**GROUP B**
16 Insolvency
18 Conflict of Laws
19 Family Law
20 Local Government and Planning
21 Industrial Law
22 Intellectual Property
23 Public International Law
25 Trade Practices

A Student-at-Law who has passed all the subjects in Group A (opposite) and three of the subjects in Group B is eligible for the award of the Diploma in Law and has satisfied the academic requirements for admission as a Lawyer of the Supreme Court of New South Wales. Their position with respect to eligibility for admission is exactly the same as that of a person with an accredited law degree from a New South Wales university.

In addition to completing the Board’s examinations or an accredited law degree a person who wishes to be admitted as a legal practitioner must complete a course of practical legal training (PLT) before applying for admission. Details of PLT providers are given on pages 47-48.

A student who has, prior to 1 May 1993, passed the Board’s examination in Preliminary Law is required to complete all of the subjects appearing in Group A, apart from Legal Institutions, and two of the subjects appearing in Group B.
TUITION, PROGRESSION AND EXCLUSION RULES

TUITION RULE

Rule 60 of the Legal Profession Admission Rules provides that a student who wishes to take any examination under the Rules must enrol for the corresponding course of instruction conducted by the Law Extension Committee in the session immediately preceding the examination.

Relaxation of tuition rule

The Examinations Committee of the Legal Profession Admission Board may relax the tuition rule. An application for relaxation of this rule must be made to the Examinations Committee in writing and must be accompanied by a statutory declaration substantiating the matters set out in the application.

A student who seeks exemption from tuition in any subject must obtain and forward an email from the Law Extension Committee certifying that he or she successfully completed tuition in the subject in the immediately preceding session and set out the reasons why he or she should not be required to undertake a course of instruction in that subject. If, through serious illness, misadventure or extenuating personal circumstances close to the time of examination a student was unable to sit for an examination, an exemption may be granted from the requirement to undertake tuition and pay tuition fees in the following session. The application must demonstrate that, but for the misadventure, the student was prepared for and would have undertaken the examination. Exemption will not be granted to a student who sat and failed the examination, and can only be granted for the session immediately following the one in which the misadventure occurred.

An application in relation to the 2006 Winter session must be accompanied by the prescribed fee of $30.00 and, subject to what appears below in relation to late applications, must be forwarded so as to reach the Board’s office by 28 April 2006.

An application for enrolment must not be lodged until you have received the Board’s decision on your application for a relaxation of the tuition rule.

The Law Extension Committee has agreed that if you wish to study another subject you may attend lectures in that subject while you await the Board’s decision.

PROGRESSION RULES

Rules 59(1) and 59(2) of the Legal Profession Admission Rules provide that a student must present himself or herself for examination in the subjects appearing on the curriculum in sequential order until he or she has passed or been credited with or exempted from 11 subjects. The student may then take the remaining subjects in any order.

Rule 59(3) provides that a student-at-law must not, at any one sitting, enrol and sit for examination in more than two subjects until that student-at-law has passed eight compulsory subjects after which that student-at-law may not at any one sitting, enrol and sit for more than three subjects.

It is not practicable to arrange the lecture and examination timetable in such a way as to accommodate every combination of subjects a student might wish to take by lectures in a particular session. Timetable clashes may arise in particular where a student includes in his or her program of study one or more of the subjects appearing in Group B. A student can minimise the risk of timetable clashes involving subjects in Group B by including subjects from that group in his or her program of study at the earliest opportunity.

Relaxation of progression rules

The Examinations Committee may relax the progression rules. An application for relaxation of these rules must be made to the Examinations Committee in writing and must be accompanied by a statutory declaration substantiating the matters set out in the application. The rules will be relaxed only when it is found that there is good and sufficient reason to justify the change sought.

A student who wishes to enrol in subjects out of order must specify which subjects and the reasons why he or she proposes to take the subjects in an alternative order.

A student who wishes to enrol in more than two subjects before having completed a total of 8 compulsory subjects must set out the reasons why he or she wishes to attempt additional subjects and the basis upon which he or she considers that the proposed workload is not excessive.

An application in relation to the Winter 2006 session must be accompanied by the prescribed fee of $30.00 and, subject to what appears below in relation to late applications, must be forwarded so as to reach the Board’s office by 28 April 2006.
Please note if you are applying for relaxation of Rules 59(1) and 59(3), separate applications, with a $30 fee for each, are required. The separate applications may be submitted at the same time. Decisions in response to these applications are made with respect to a particular session.

An application for enrolment must not be lodged until you have received the Board’s decision on your application for relaxation of the progression rules. However, you may attend lectures while awaiting the Board’s decision.

**EXCLUSION RULES**

Rule 64 of the Legal Profession Admission Rules provides that any candidate who, without prior leave of the Examinations Committee, fails to sit for examination in at least two subjects in any two successive sessions shall be excluded from taking any further examination.

Rule 66 provides that a candidate who fails any subject a second time shall be excluded from taking any further examination.

**Relaxation of exclusion rules**

Rule 67 of the Legal Profession Admission Rules provides that the Examinations Committee may in special circumstances relax the exclusion rule upon such conditions as it considers appropriate.

An application for relaxation of the exclusion rules must be made to the Committee in writing and must be accompanied by a statutory declaration substantiating the matters set out in the application. It is desirable that the application also indicate whether the student wishes to take one subject or more than one subject if permitted to re-enrol. An application must clearly explain why the student has not made sufficient progress in the course, or must clearly explain why the student has had difficulty with the subject which has been repeatedly failed and why the student believes that he or she is likely to be successful in the examination in that subject at a further sitting. In every case an application must set out the reasons why the student should be re-admitted to the course.

In considering an application under Rule 67, the Examination Committee and its Performance Review Sub-Committee take account of the whole academic record of the Student-at-Law concerned, the distinctions, merits, passes, failures, did-not-sits and previous Rule 67 applications. They decide whether it is appropriate to impose conditions on re-enrolment. As a condition of re-enrolment, they could require a Student-at-Law: to sit only one subject in a specified session; to sit and pass two subjects in a specified session; or to re-sit some or all of their previously passed subjects. A Rule 67 decision could require a Student-at-Law to repeat a previously passed subject if it seems that the learning in that subject was "stale" owing to changes to the Law or simply the effluxion of time. Students-at-Law make themselves vulnerable to the imposition of such conditions whenever they breach Rule 64 or 66.

It is often not necessary to await the publication of results before making an application under Rule 67. A Student-at-Law who expects to be excluded should make the application as soon as he/she has clear objectives for the following session. An early application has a greater chance of being processed quickly.

An application in relation to the 2006 Winter Session must be accompanied by the prescribed fee of $30.00 and, subject to what appears below in relation to late applications, must be forwarded so as to reach the Board’s office by 28 April 2006. Students should note that at busy times such applications may take several weeks to process.

An application for enrolment must not be lodged until you have received the Board’s decision on your application for relaxation of the progression rules. However, you may attend lectures while awaiting the Board’s decision.

**LATE APPLICATIONS**

An application for relaxation of the tuition, progression or exclusion rules which reaches the Board’s office later than Friday 28 April 2006 but not later than Friday 5 May 2006 will be processed in relation to the 2006 Winter session, but only upon payment of a late fee of $50.00 in addition to the prescribed fee of $30.00.

Applications received later than Friday 5 May 2006 will not be processed in relation to the 2006 Winter session.
**WORKLOAD**

Prior to enrolling, you should give careful consideration to the work associated with your proposed course of study, including attendance at lectures and preparation of assignments. The amount of study time you need to allocate to each subject is difficult to estimate, but in very general terms you should anticipate at least two hours of study for each hour of teaching time. Additional time is required for assignment preparation. You should have regard to employment and family commitments, and to health factors which might adversely affect your capacity to undertake the intended study program.

It is also important for financial reasons that you carefully assess your capacity to undertake your chosen workload, as a student who withdraws from a subject after enrolment is not entitled to a refund of fees, nor to have fees transferred to a later session.

If you are a new student, you should note that a standard workload for the first two years is two subjects per session. Many students, especially those taking the course part time or without a strong background in tertiary level studies, would be better advised to begin with one subject.

On the other hand, students with a successful background in tertiary education, and not in full-time employment, may apply to accelerate their progression by taking three or even more subjects (see pages 12-13).

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**ENROLMENT PERIOD**

The enrolment period for the 2006 Winter session will be between Thursday 20 April and Friday 28 April 2006, both dates inclusive.

**LATE ENROLMENT**

If you have made an application to the Examinations Committee for relaxation of the tuition, progression or exclusion rules, you may attend lectures but you may not attempt to enrol in any subject before your application has been determined. The Committee will, if necessary, extend the enrolment period when communicating the result of your application to you. Other than this:

(a) an application for enrolment which reaches the Legal Profession Admission Board's office later than Friday 28 April 2006 but no later than Friday 5 May 2006 will be processed, but only upon payment of a late fee of $50.00 in addition to other fees payable; and

(b) applications which reach the Board's office later than Friday 5 May 2006 will not be processed.

**ENROLMENT FEES**

The enrolment fees payable in respect of each subject consist of:
- a tuition fee, which has been set for the 2006 Winter session at $358.00 and;
- an examination fee of $90.00 per subject.

The combined tuition and examination fees are $448.00 per subject.

Payment must be made in full at the time of enrolment.

An enrolment will be cancelled where a cheque is not met upon presentation. A re-enrolment following the dishonour of a cheque will incur a dishonour fee of $33.00. If the re-enrolment is received after the normal enrolment deadline the late fee is also payable.

You should note that a student who withdraws from a subject, or who fails to sit for the examination in a subject, is not entitled to a refund of fees, nor to have fees transferred to a later session.
ENROLMENT PROCEDURE

In order to enrol you must:

(a) complete an application for enrolment, giving student number, full name and address, phone number and nominated examination centre;

(b) obtain a cheque, money order, international money order or bank draft in Australian dollars payable to the Legal Profession Admission Board for the necessary fees;

(c) if you are a new student:
   (i) complete a library card application form
   (ii) obtain a passport size colour photograph of yourself; and

(d) return the completed application for enrolment, the necessary fees and, if you are a new student, the library card application and the photograph to the Board by one of the following methods:
   (i) by sending them by post to:
       Legal Profession Admission Board
       GPO Box 3980
       Sydney NSW 2001;
   (ii) by sending them via the Document Exchange to:
       Legal Profession Admission Board
       DX 602 Sydney;
   (iii) by depositing them in an envelope in the red enrolment box at the Board’s office on:
       Level 4, 37 Bligh Street,
       Corner of Bligh and Hunter Streets,
       Sydney.

Please Note

• Applications for enrolment which are incomplete will not be processed.
• Credit card and eftpos facilities are not available.
• Cash must not be sent or tendered to the Board in payment of enrolment fees.
• Enrolment will not be accepted across the counter at the Board’s office.

EARLY AND ACCURATE ENROLMENT INCENTIVE!

Many students wait until near the cut-off date to enrol. This leads to some delays in students having their enrolments confirmed. Some delay is inevitable but it can be lessened if as many students as possible enrol on the first few days of enrolment rather than the last few days.

To encourage early and accurate enrolment the Board holds a draw on each of the first three enrolment days. At 5 pm on Thursday 20 April, Friday 21 April, and Monday 24 April, the Board’s enrolment box will be opened and two enrolment applications received by the Board that day will be drawn from the bin. The enrolment applications will be checked for completeness and validity. For the first two complete and valid enrolment applications drawn on each day, the Board’s Examination Fees ($90 per subject) will be waived. If an incomplete or invalid enrolment application is drawn, the waiver will not apply and another application will be drawn. Students are welcome to attend the Board’s office to witness the draw.
The applications included in each draw will be those received in the Board’s office on the day of that draw.

In order to qualify to win one of the waivers:

• the enrolment application must be placed in the bin at the Board’s office or, if sent by mail, the envelope must be marked clearly “ENROLMENT”;
• the enrolment form must be clearly legible;
• all required information must be provided;
• the cheque or money order must be for tuition fees (unless already granted exemption) and examination fees only and must be for the correct amount.
• the Student-at-Law must not be excluded, whether or not he or she has been informed of the exclusion;
• the enrolment must be for the right number of subjects and for subjects in the right order (unless an application for subject out of order or accelerated progression has been approved).

Please note that you will not be eligible to win if you are excluded or making a student course application. As usual in such cases, you have to wait until your Rule 67 application or your student course application is determined before you can enrol.

Those students who win a waiver will receive a cheque from the Board for the fees waived.
POST ENROLMENT MATTERS

A letter confirming your enrolment and a receipt of your fees will be posted to you as soon as practicable after your application for enrolment has been received and processed by the Board. If you have not received the letter within 28 days of the last day of enrolment, you should contact the Board’s Student Services Officer (telephone (02) 9338 3505).

LIBRARY CARDS

New students
The University of Sydney Law Library will post your student Library Card to you as soon as practicable after your application for enrolment has been received and processed by the Board. If you have not received your Library Card within 3 weeks of the commencement of the course, you should contact the Law Library (telephone (02) 9351 0217 or fax (02) 9351 0301).

Continuing students
For continuing students, Library cards will be re-validated once your enrolment with the Board has been completed.

CHANGE OF ADDRESS

You must inform the Board in writing of any change of name, address, telephone number or facsimile number. The change can be notified by fax to (02) 9338 3555, mail to GPO Box 3980 Sydney 2001, or email at ag_ljab@agd.nsw.gov.au. In addition, update your details with the Law Extension Committee on the Webcampus (see page 27) and the Law Library (see page 35).

ADDRESSES OUTSIDE NEW SOUTH WALES

If you reside outside New South Wales, you may experience delays in receiving information, correspondence and materials from the Legal Profession Admission Board and the Law Extension Committee.

An Australian mailing address is required for each student.

EXAMINATION TIMES AND VENUES

The examination timetable and scheduled venues appear on page 44.

A candidate wishing to sit at a scheduled examination centre other than the centre nominated at the time of enrolment must make special arrangements with the Board at least two weeks before the commencement of the examination period.

In exceptional circumstances, a candidate may be permitted to sit for an examination at an unscheduled location in Australia or overseas. Additional fees, which are substantial, are payable in advance. See page 17 for the current applicable fees and page 45 for further information.

Applications to sit for examinations at unscheduled locations must be lodged with the Board at least six weeks before the commencement of the examination period. Students must not delay their application until assignment results are known.

Notwithstanding the statements on page 41 relating to withdrawal from an examination, candidates who have been granted permission to sit for examinations in unscheduled locations should advise the Examinations Officer if they decide not to sit for an examination.

DISCIPLINE

Cheating in the Board’s examinations or the Law Extension Committee’s home assignments occurs from time to time and leads to a great deal of distress for all concerned. A Student-at-Law must ensure that any examination or assignment work which he or she submits as his or her own, really is his or her own, and has not been created, wholly or in part, through the use of an unauthorized aid or someone else’s work.

The Examinations Committee and the Law Extension Committee are required by Rule 82 of the Legal Profession Admission Rules to be vigilant to detect any cases of cheating in examinations or home assignments. The comments of the Law Extension Committee on this subject are on pages 31, 32 and 39.

If a Teacher or other officer of the Law Extension Committee alleges that plagiarism has occurred in an assignment, or an Examiner or other officer of the Board alleges that there has been cheating in an examination, the Board’s Executive Officer usually puts the allegation to the Student-at-Law, asking him or her to show cause why he or she should not be dealt with under Rule 84.

The ensuing formal procedures, set out in Rules 84 and 85 of the Legal Profession Admission Rules, can involve a formal hearing before a Hearing Committee, a reprimand, refusal of admission to examinations for
a specified period, or cancellation of registration as a Student-at-Law. Records of disciplinary proceedings and findings against a Student-at-Law become part of that Student’s official record and may be kept by the Board for over 70 years.

One of the most fundamental qualities of a Lawyer is honesty. The Board takes cheating so seriously because it shows a lack of this most fundamental quality. Unless the Board is satisfied that a person is honest, the Board must refuse that person’s application for admission to the legal profession. In 2004 the Board did refuse to approve the admission of a university law graduate found guilty of several instances of plagiarism.

The Board’s disciplinary provisions may be employed in relation to other forms of misconduct but, in recent times, there have been more allegations of cheating than any other form of misconduct.

**LEGAL PROFESSION ADMISSION BOARD FEES ($A)**

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<th>Service</th>
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<tr>
<td>Student registration application</td>
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<td>Rule 67 application</td>
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<td>Student course application</td>
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<td>Rule 71 review</td>
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<td>Academic transcript</td>
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<td>Interview with Examiner</td>
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<tr>
<td>Examination</td>
<td>$90</td>
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<td>Additional fees - examination in unscheduled location, in a single examination period, where permitted:</td>
<td></td>
</tr>
<tr>
<td>New South Wales first subject/each additional subject</td>
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</tr>
<tr>
<td>Elsewhere in Australia first subject/each additional subject</td>
<td>$250/200</td>
</tr>
<tr>
<td>Overseas first subject/each additional subject</td>
<td>$450/350</td>
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<td>Section 13 application</td>
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<tr>
<td>Academic exemptions application</td>
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<tr>
<td>Practical Legal Training exemption application</td>
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<td>Admission application - Forms 10, 11</td>
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<td>Re-admission application - Form 12</td>
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<td>Certificate of Admission - Form 7</td>
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<td>Original diplomas and certificates</td>
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<td>Other applications and certificates</td>
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<td>Late application (where permitted):</td>
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<td>Board examination-related</td>
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<td>Admission-related and other</td>
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<td>Dishonoured cheque</td>
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<tr>
<td>Duplicate of previously issued receipt</td>
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Note: Refer to page 14 for enrolment fees.
## LPAB CALENDAR FOR STUDENTS-AT-LAW - LOOKING AHEAD

<table>
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<tr>
<th></th>
<th><strong>Winter Session 2006</strong></th>
<th><strong>Summer Session 2006-07</strong></th>
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<tr>
<td><strong>Enrolments</strong></td>
<td>20 April - 28 April</td>
<td>To be confirmed</td>
</tr>
<tr>
<td><strong>Examinations</strong></td>
<td>1 - 8 September 2006</td>
<td>To be confirmed</td>
</tr>
<tr>
<td><strong>Results Published</strong></td>
<td>19 October 2006</td>
<td>To be confirmed</td>
</tr>
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**Deadline for applications for intending Students-at-Law to commence study**

1 March 2006

1 September 2006

- Winter Session 2006
- Summer Session 2006-07