

Continuing Professional Development Scheme

Advisory

Waiver Applications for CPD Year 2013: CPD-2014-2

Effective Date: 17 February 2014

Last revised: --

1. For CPD Year 2013, an advocate and solicitor of the Supreme Court of Singapore admitted on or after 2 January 2008, and holding a Singapore practising certificate between 1 January 2013 and 31 December 2013, must meet the 'CPD requirements' set out in the [Legal Profession \(Continuing Professional Development\) Rules 2012](#) by 31 December 2013.
2. If you are a solicitor with CPD requirements for CPD Year 2013 ('you'), it is your responsibility to exercise all reasonable efforts to fulfil your CPD requirements for CPD Year 2012, having regard to any [Deemed Waivers](#) that may be applicable to your circumstances. If you have not done so by 31 December 2013, you may rely on the [Extension Waiver](#) which the Singapore Institute of Legal Education ('Institute') has implemented for CPD Year 2013.
3. If you are unable to fulfil your CPD requirements for CPD Year 2013 even after relying on the Extension Waiver and any applicable Deemed Waivers, or if they do not apply to your situation, then you may consider applying to the Institute for a waiver using the 'Waiver Application for CPD Year 2013 Form' that will be made available via the SILE CPD Centre from 17 February 2014. Applications will be accepted by the Institute from 17 February 2014 and must be made ahead of the renewal of your Singapore practising certificate in 2014.
4. Further details of the application process are available on the 'Waiver Application for CPD Year 2013 Form' available in the Resources section of ePortfolio, accessible via the [SILE CPD Centre](#). Please ensure that you plan the submission of your application to allow for adequate time for a response before you are scheduled to renew your Singapore practising certificate in 2014.
5. Solicitors with CPD requirements for CPD Year 2013 who apply to the Institute for a waiver using the 'Waiver Application for CPD Year 2013 Form' shall be subject to audits of their CPD requirements for CPD Year 2013 **and** CPD Year 2014. The audit of CPD requirements is expected to take place from May of each calendar year and is an audit of a solicitor's fulfilment of CPD requirements in the immediately preceding CPD Year. The details of the audit process will be made known through the publication of a separate advisory at a later date.

This advisory takes effect on the 'Effective Date'.

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Office of Continuing Professional Development
Singapore Institute of Legal Education