

Continuing Professional Development Scheme

Advisory

Waiver Applications for CPD Year 2015: CPD-2016-2

Effective Date: 4 February 2016

Last revised: --

1 For CPD Year 2015, an advocate and solicitor of the Supreme Court of Singapore admitted on or after 2 January 2000, and holding a Singapore practising certificate between 1 January 2015 and 31 December 2015, must meet the 'CPD Requirements' set out in the [Legal Profession \(Continuing Professional Development\) Rules 2012](#) by 31 December 2015.

2 If you are a solicitor with CPD Requirements for CPD Year 2015 ('you'), it is your responsibility to exercise all reasonable efforts to fulfil your CPD Requirements for CPD Year 2015, having regard to any [Deemed Waivers](#) that may be applicable to your circumstances. If you have not done so by 31 December 2015, you may rely on the [Extension Waiver](#) which the Singapore Institute of Legal Education ('Institute') has implemented for CPD Year 2015 only.

3 If you are unable to fulfil your CPD Requirements for CPD Year 2015 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 2015 Form' that will be made available through the [SILE CPD Centre](#) from 5 February 2016. Applications will be accepted by the Institute from 5 February 2016 and must be made ahead of the renewal of your Singapore practising certificate in 2016.

4 Further details of the application process will be made available on the 'Waiver Application for CPD Year 2015 Form' available in the Resources section of ePortfolio, accessible through 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 2016.

5 Solicitors with CPD Requirements for CPD Year 2015 who apply to the Institute for a waiver using the 'Waiver Application for CPD Year 2015 Form' shall be subject to audits of their CPD requirements for CPD Year 2015 **and** CPD Year 2016. 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 is deemed to have taken effect from the 'Effective Date'.

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Office of Continuing Professional Development
Singapore Institute of Legal Education