



THE LAW SOCIETY OF UPPER CANADA  
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ARTICLING

## Biographical Paragraph Submission Initiative for Candidates Available to Article

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Education Support Services compiles and distributes biographical paragraphs of candidates available to article to potential employers, benchers, and others who may be able to assist in the search for a quality articling position. Only candidates who are registered in the Licensing Process **and** who have completed their LL.B., J.D., or N.C.A. requirements may submit biographical paragraphs.

### Instructions:

- send a copy of your biographical paragraph electronically to [articling@lsuc.on.ca](mailto:articling@lsuc.on.ca),
- complete and sign “Biographical Paragraph Submission Authorization”,
- submit the original copy of “Biographical Paragraph Submission Authorization” to the Education Support Services Office.

Your paragraph should include your name, contact information, law school, year of graduation, average mark, location preferences, practice preferences, special interests and qualifications. The following are examples of acceptable paragraphs. Please create your paragraph beginning with your name and referring to yourself in third person.

### Sample Paragraphs:

#### **Cosmo Wright**

22 Trail Lane  
Ottawa, Ontario  
K2M 1P1  
Phone: (613)821-4444  
Email: [cosmowright@email.com](mailto:cosmowright@email.com)

Cosmo Wright graduated from the University of New Brunswick Faculty of Law in 2001. He holds a B+ average and was the recipient of the Prize for highest mark in first-year contracts. He would like a broad articling experience with preference for corporate/commercial, tax and wills & estate law. He is willing to article anywhere in Ontario, with Toronto as his first choice and Southwestern Ontario as his second choice. Mr. Wright indicates that he has computer proficiency (including internet and CD Rom searching) and QuickLaw. His many law-related extracurricular activities include involvements with Amnesty International Legal Network, Legal Aid, Law Library Faculty Committee, and witness videos for Advocacy Program.

#### **Clarice Righter**

25 Lane Trail  
Toronto, Ontario  
M2M 1P1  
Phone: (416)821-4444  
Email: [claricerighter@email.com](mailto:claricerighter@email.com)

Clarice Righter is an Osgoode graduate of 2001 (C+ average). Although preferring to stay in Toronto, Ms. Righter is willing to article anywhere in Ontario. She would like a broad-based articling experience. She lists her strengths as strong research and drafting skills, proven time management skills, fluency with computers and persistence. Her related experiences include being a duty counsel in a law school student-run clinic, managing a retail business, and being Treasurer of her law school’s United Way campaign.



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## Biographical Paragraph Submission Authorization

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1. I authorize The Law Society of Upper Canada to release any and all information about me contained in this form, attached to it, or submitted electronically to the email account [articling@lsuc.on.ca](mailto:articling@lsuc.on.ca), and to disclose any documents submitted electronically in their original form, or as edited by The Law Society of Upper Canada, to the persons and for the purposes specified below. I understand that any editing of documents by The Law Society of Upper Canada will be restricted to matters of presentation.
  - (a) A benchler, for the purposes of assisting me in my search for an articling position.
  - (b) An employer or other person, for the purposes of assisting me in my search for an articling position.
  - (c) A job skills consultant, for the purposes of assisting me to develop my job search skills, including my resume writing skills and my interviewing skills.
2. I further authorize The Law Society of Upper Canada to provide my name and contact information to the law school from which I graduated upon the request of the law school for the purposes of permitting the law school to offer me advice on and assistance with my search for an articling position. I understand that I may decline any advice or assistance offered by the law school.
3. I further authorize The Law Society of Upper Canada to use any and all information about me contained in this form, attached to it, or submitted electronically, for statistical or research purposes.

**I understand that, at all times, I remain solely responsible for finding and securing an articling position.**

I understand that I may revoke this authorization at any time, except to the extent that action has already been taken in reliance on it. Actions permitted by this authorization may not subsequently be taken without my further written consent. Without my express revocation, the authorizations contained in paragraphs 1 and 2 will automatically expire upon my securing an articling position.

Name: \_\_\_\_\_ Candidate  
 (Please print name) Number: \_\_\_\_\_

\_\_\_\_\_  
 Date Signature of candidate

Please submit an electronic copy of your paragraph to [articling@lsuc.on.ca](mailto:articling@lsuc.on.ca) and return an original signed copy of this form, with biography, to Education Support Services.

**Please note: No release of information will occur until receipt of your original signed authorization.**