



THE LAW SOCIETY OF UPPER CANADA
 130 QUEEN STREET WEST, TORONTO, ON M5H 2N6
 PHONE: 416-947-3315 OR 1-800-668-7380 EXT. 3315
 FAX: 416-947-3403
 VISIT WWW.LSUC.ON.CA AND CLICK ON LICENSING PROCESS

CONTACT US
 OFFICE OF THE REGISTRAR: REGISTRAR@LSUC.ON.CA
 SUPPORT SERVICES: SUPPORTSERVICES@LSUC.ON.CA
 SPECIAL NEEDS: SPECIALNEEDS@LSUC.ON.CA
 ARTICLING PROGRAM: ARTICLING@LSUC.ON.CA

ARTICLING Articles of Clerkship

THIS FORM MUST be completed and filed by a student-at-law who is registered in the Licensing Process within ten business days of commencing articles with an approved Principal. The Law Society of Upper Canada will not necessarily recognize articles that have been commenced more than ten business days prior to the date this form is filed with the Law Society. **Faxed documents will not be accepted, only original documents must be filed.**

LATE FILING OF THIS FORM RESULTS IN A LATE FILING FEE OF \$113.00 (taxes included).

1. _____
 (Student-at-law – Full name)
 agrees to serve the Principal as student-at-law for the specified term. (Candidate Number)

2. _____
 (Principal - Full name)
 agrees to accept the candidate as his/her articled student for the specified term. (LSUC Member Number)

3. The articles shall take place at _____
 (Name of firm/employer)
 in _____, _____
 (City/Town) (Province)

4. The start date of the articling term shall be _____, 20____ for a consecutive term of _____ months.

THE PRINCIPAL AGREES:

5. The Principal agrees to provide the student-at-law with five days of uninterrupted study time, one day to write a licensing examination and one free day, free of articling employment duties for each of the student-at-law's first attempt at writing the Solicitor Licensing Examination and the Barrister Licensing Examination if the student-at-law writes the Barristers Licensing Examination or the Solicitors Licensing Examination during the Articling Term;
6. To instruct the student-at-law in the practice and profession of law, in accordance with the *Articling Goals and Objectives*, to the best of the Principal's ability;
7. To review the online Professional Responsibility and Practice Course assessment with the student-at-law in order to verify completion of the Course;
8. To complete the Certificate of Service Under Articles upon completion of the student-at-law's articles confirming the period of time served under articles as well as any examination preparation time taken;
9. To notify the Office of the Registrar of The Law Society of Upper Canada in advance if termination of the articling commitment is contemplated.

THE STUDENT-AT-LAW AGREES:

10. The student-at-law agrees that any study days taken for the purpose of examination preparation will be added on to the end of the articling term. The student-at-law intends to take a total of _____ days for examination writing and preparation, which will be added on to the end of articling term.
11. Not to be absent from the service of the Principal without leave;
12. To fulfill all lawful and reasonable instructions.

SIGNED:

 STUDENT-AT-LAW

 PRINCIPAL

 DATE

 DATE