

Assignment of Articles of Clerkship

This agreement is made between:

Student: _____

Previous Principal: _____

New Principal: _____

The Student and the Previous Principal, who executed Articles of Clerkship on _____ (dd/mm/yyyy), now wish to assign the Student's articles to the New Principal.

In consideration of the mutual terms and covenants set out below, the Student, Previous Principal, and New Principal agree as follows:

1. The Previous Principal's responsibility to supervise and instruct the Student in the practice of law is terminated.
2. The New Principal:
 - a. affirms they are eligible under the Law Society Rules to act as a principal to the Student;
 - b. accepts the Student as their student-at-law until the articling term is completed, or until this agreement is terminated;
 - c. confirms that they have reviewed the Student's progress report set out in Appendix A and have discussed the Student's articling experience with the Previous Principal to address any questions or concerns;
 - d. confirms that, having regard to the Student's progress to date, they are satisfied that they are positioned to ensure the Student receives adequate experience and instruction with respect to each of the competency domains set out in the Competency Framework for Entry to Practice; and
 - e. agrees to assume all the Principal's responsibilities set out in the Articles of Clerkship between the Student and the Previous Principal.
3. The Student:
 - a. agrees to article for, and be supervised by, the New Principal until the articling term is completed, or until this agreement is terminated; and

- b. acknowledges that the obligations of the Student under the Articles of Clerkship continue in force following the assignment of articles and apply in respect of the New Principal.

Electronic Signature

This document may be executed by an electronic signature, which may include a person’s digital signature or a person’s typed name in the space provided below, and such signature shall have the same effect as a handwritten signature. If the signature is a typed name, the document should be delivered from an email account associated with the person signing in this fashion. If more than one person signs by typing their name, the document should be signed in counterparts and delivered from email addresses associated with each party signing in such fashion.

Signature of Student

Signature of Previous Principal

Date

Date

Signature of New Principal

Date

Appendix A – Progress Report

Purpose

The purpose of this Progress Report is to provide a snapshot of the Student's progress to date with respect to the competencies set out in the Competency Framework for Entry to Practice. The Progress Report is intended to support the Student and the New Principal by ensuring they have the information necessary to plan the remainder of the articling term and to facilitate the Student's successful completion of all articling and competency requirements.

Instructions

When completing this report, the Previous Principal and Student should refer to the Competency Framework for Entry to Practice, which elaborates on each competency domain and sets out the individual skills that underpin competent practice. As noted in the Competency Framework, it is expected that competencies will be developed through a combination of the Student's legal education, experiential learning during their articles, and participation in the Law Society's Bar Admission Course. Accordingly, reporting should reflect the Student's experience across this full range of learning and training, and not be limited solely to experience gained during the articling placement.

For each competency domain listed below, rank the amount of experience received by the Student using the following scale:

1 (None): No meaningful exposure or experience to date in this competency domain.

2 (Minimal): Limited exposure or experience. The Student has a basic awareness of the competency but has had few opportunities to apply it in practice. Additional experience and instruction are required.

3 (Adequate): Sufficient exposure and experience to meet the baseline expectation for competence at this stage. The Student demonstrates an ability to apply the competency appropriately in practice, with guidance as needed.

4 (Substantial): Significant and repeated experience in this competency domain. The Student applies the competency confidently and consistently across a range of situations, with minimal supervision.

5 (Extensive): Broad and in-depth experience demonstrating a high level of proficiency. The Student applies the competency independently in complex or varied situations and may assist or mentor others.

Competency Domain 1: Ethics and Professional Responsibility

Ranking: ____

This competency domain addresses the Student's ability to understand and uphold the ethical and professional obligations required of a practising lawyer. It includes awareness of the Code of Professional Conduct, sound judgment when navigating ethical issues, professionalism in all interactions, and a commitment to ongoing learning and development. Students should demonstrate reliability, integrity, and accountability as they manage client relationships, handle confidential information, and participate in the broader administration of justice.

Competency Domain 2: Communication

Ranking: ____

This competency domain addresses the Student's ability to communicate clearly, effectively, and professionally in all aspects of legal practice. It encompasses oral and written communication, the use of plain language, and the capacity to tailor messages to different audiences and contexts. It includes the ability to listen attentively, ask appropriate questions, convey legal concepts in understandable terms, and manage communications in both in-person and virtual environments. Effective communication also requires timely responses, professional tone, and the ability to handle sensitive or difficult information with empathy and clarity.

Competency Domain 3: Managing Professional Relationships

Ranking: ____

This competency domain focuses on the Student's ability to build, maintain, and manage effective professional relationships with clients, colleagues, and other stakeholders. It includes understanding how a lawyer-client relationship is properly formed, establishing clear boundaries, and managing expectations throughout the retainer. Students should demonstrate professionalism, trustworthiness, and courtesy in all interactions, while also recognizing and responding appropriately to conflicts, dissatisfaction, or changing circumstances. This domain also requires the ability to work respectfully and effectively in diverse environments, including an

awareness of cultural, social, and individual differences, and an understanding of how systemic factors can affect client experiences and legal outcomes.

Competency Domain 4: Truth And Reconciliation

Ranking: ____

This competency domain addresses the Student's understanding of the historical and contemporary experiences of Indigenous Peoples and the role of lawyers in advancing reconciliation. It includes awareness of the impacts of colonialism, systemic racism, and intergenerational trauma, as well as an understanding of Indigenous legal orders and their place within Canada's legal landscape. Students should demonstrate cultural humility, recognise the importance of engaging respectfully with Indigenous clients and communities, and integrate reconciliation principles into their approach to legal practice. This domain reflects the broader professional responsibility to support equitable, culturally informed, and respectful legal processes.

Competency Domain 5: Critical Thinking And Legal Analysis

Ranking: ____

This competency domain focuses on the Student's ability to think critically, gather and assess relevant information, and apply sound legal reasoning to a client's circumstances. It includes determining what information is required, conducting effective legal research using appropriate tools, and evaluating the validity and relevance of legal authorities. Students should be able to interpret statutes, case law, and procedural rules, draw logical conclusions, and develop strategic, practical recommendations. This domain reflects the analytical foundation of legal practice, requiring curiosity, disciplined thinking, and the ability to adapt analysis as new information emerges.

Competency Domain 6: Advice And Advocacy

Ranking: ____

This competency domain addresses the Student's ability to understand client goals, provide accurate and practical legal advice, and advocate effectively for client interests. It includes identifying client needs, setting realistic expectations, and tailoring advice to the client's circumstances. Students are expected to apply their legal analysis to develop strategies, communicate options and risks, and ensure clients understand the recommendations provided.

Advocacy skills include presenting persuasive arguments, selecting appropriate advocacy techniques, and advancing a client's position ethically and effectively in negotiations, hearings, or other legal processes.

Competency Domain 7: Litigation And Transactional Skills

Ranking: ____

This competency domain encompasses the practical skills required to advance client matters through both litigation and transactional processes. It includes the ability to negotiate, draft legal documents, prepare witnesses, manage disclosure obligations, and conduct hearings or appearances before courts, tribunals, and alternative dispute resolution forums. Students should also be able to carry out core transactional tasks, such as structuring corporate entities, reviewing and negotiating agreements, and completing transactions efficiently. Competence in this domain requires attention to detail, procedural knowledge, and the ability to apply legal principles in real-world contexts to advance and protect client interests.

Competency Domain 8: Practice Management

Ranking: ____

This competency domain focuses on the Student's ability to manage the practical, administrative, and organizational aspects of legal practice. It includes effective workload and file management, the use of systems to track deadlines and maintain orderly, accurate client files, and an understanding of trust conditions, undertakings, and delegation. Students should demonstrate the ability to use legal technology responsibly, safeguard client information, and apply sound cybersecurity practices. This domain also encompasses foundational financial and business management competencies, including an understanding of billing practices and trust accounting obligations.

Competency Domain 9: Knowledge Of The Law

Ranking: ____

This competency domain reflects the Student's foundational understanding of the substantive and procedural areas of law that underpin legal practice in Newfoundland and Labrador. It includes knowledge of the structure and principles of the Canadian legal system, core legal doctrines across major practice areas, and the procedural rules governing civil, criminal, family, administrative, commercial, and real estate matters. Students should demonstrate an ability to

apply this knowledge appropriately in context and to recognize when further research, consultation, or guidance is required.

Competency Domain 10: Fostering Well-Being

Ranking: ____

This competency domain addresses the Student's ability to recognize and manage the personal and professional demands of legal practice while contributing to a healthy, respectful, and sustainable work environment. It includes developing habits that support mental, physical, and financial well-being, seeking mentorship and support when needed, and maintaining self-awareness about stressors and limits. It also encompasses the Student's role in helping foster a positive workplace culture through professionalism, mentorship, collegiality, and participation in initiatives that support the broader legal community, including access to justice and community service efforts.