

Accommodation Request Form

Students may request accommodation for the Bar Admission Course based on a condition that arises from an enumerated ground listed in the Human Rights Act, 2010, SNL 2010, c. H-13.1. If you wish to make a request, it is important that you review the Bar Admission Course Accommodation Policy carefully.

It is your responsibility to obtain all required forms and supporting documentation and to ensure the Education Committee receives them by the deadline specified in the Bar Admission Course Accommodation Policy. All forms must be completed, printed, and signed (where applicable) before they are mailed or emailed to the Law Society. The Law Society cannot approve accommodations based on incomplete or insufficient documentation.

1. Personal Information

Full Name:

Date you commenced articling term (dd/mm/yyyy):

2. Description of Grounds for Accommodation

In this section, please identify the ground(s) upon which you are seeking accommodation. Select all that apply:

Disability due to a cognitive and/or psychological condition

Disability due to a physical and/or medical condition

Pregnancy or maternity-related need

Temporary physical impairment or condition

Creed (including religious observance)

Family status

Other

Additional Information

Please include any additional details related to the selected ground(s) in the space provided. You must provide sufficient information to confirm the existence of a need for accommodation and the type(s) of accommodation requested. The Law Society keeps accommodation-related information in strict confidence and uses the information solely for the purpose of assessing the request for and, if granted, providing the accommodation.

If you are requesting accommodation related to a disability (which, for these purposes, includes any medical condition or a pregnancy or maternity-related need), you will be required to provide medical confirmation that the disability exists. However, you are not generally required to explicitly inform the Education Committee of the specific type of disability, or to provide specific medical information such as a diagnosis, where that information is not reasonably necessary to provide accommodation. You may voluntarily provide more detailed information about your disability, including a specific diagnosis, if you feel comfortable doing so.

3. Description of Accommodation Requested

In this section, please describe any specific accommodation(s) you are requesting. Be as specific as possible. For example, if you are requesting additional writing time to complete a Bar Admission Course Examination, indicate the amount of additional time you are requesting.

4. Requirements for Supporting Documentation

If you are requesting accommodation related to a disability (which, for these purposes, includes any medical condition or a pregnancy or maternity-related need), you will be required to provide a completed Supporting Documentation Form for Medical Professionals Recommending Accommodation(s).

A student with a condition that falls within subsection 2(c)(ii), (iii), or (iv) of the definition of disability under the Act who requests additional writing time for a Bar Admission Course Examination, must provide a psychological or psycho-educational assessment report to support their request. This is in addition to the Supporting Documentation Form for Medical Professionals Recommending Accommodation(s). A psychological and/or psycho-educational assessment report should identify issues impacting the student's development, functioning, severity of condition and current treatment. The report should explain how the student is impacted by the disability, and how the student's functional limitations are caused by the diagnosed impairment and help provide a measurable basis to justify the recommendation for additional writing time. All recommendations for additional writing time must indicate exactly how much additional time is requested, and why that specific amount of time is necessary to accommodate the student's disability.

If you wish, you may also provide the following types of supporting documentation:

- A recent letter from your law school or the National Committee on Accreditation (NCA) listing any accommodations received; and
- A letter from the Law School Admission Council (LSAC), indicating if accommodations were provided for the LSAT.

Note: Proof of prior accommodation is just one piece of information considered and is not a guarantee that same accommodation will be provided in the Bar Admission Course, as all requests are assessed on a case-by-case basis with reference to the specific conditions and requirements of the Bar Admission Course. However, information regarding any prior accommodation(s) you have received for a similar disability from another organization or institution may assist the Education Committee in determining the most appropriate accommodation.

5. Consent

By signing below, I hereby consent to the disclosure, transmittal, or examination of information provided in or with this form, along with information in my Law Society file to Law Society staff who require information pertaining to my accommodation needs and previously provided accommodations. I understand this information will be used in the approval process to assess my accommodation request.

If I have provided information from my law school, LSAC or NCA, as applicable, I consent to the Education Committee contacting the organization that provided the information.

If applicable, I consent to the completed *Supporting Documentation Form for Medical Professionals Recommending Accommodation(s)* to be sent directly by my medical professional to the Education Committee. I further consent to the Education Committee contacting the medical professional who completed the form, if necessary, to clarify any information provided in or with the form.

This consent may be rescinded or amended in writing at any time, except where action has already been taken on the authority of consent.

6. Student Confirmation and Signature

I confirm the information in this form is an accurate description of the circumstances I believe merit a request for accommodation. Moreover, I understand it is my duty to inform the Education Committee of any changes in my accommodation requirements.

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.

Signature:

Date (mm/dd/yyyy):

Once complete, print, sign, date and file this *Accommodation Request Form* and all supporting documentation by one of the following options:

1. Scan and email to churley@lsnl.ca. Please ensure you request and receive a read receipt when submitting your form.
2. Registered mail to: Education Committee, c/o Christian Hurley, The Law Society of Newfoundland and Labrador, 196-198 Water Street, P.O. Box 1028, St. John's, NL, A1C 5M3.

Information collected from you is kept strictly confidential and used solely for the purpose of assessing the request for and, if granted, providing the accommodation(s). Access to this information is restricted to staff who are working on your behalf and will not be disclosed without your written consent. Accommodations will only be provided upon receipt of documentation that satisfies the requirements of the Education Committee.