

IN-HOUSE PRACTICAL VOCATIONAL TRAINING (PVT) MAIN APPLICATION FORM



The application will be subject to annual review of the policy and outcomes as approved by the Legal Practice Council (LPC)
APPLICATIONS MUST BE SENT TO Nomsa Sethosa via email: nomsa@LSSALEAD.org.za

PART A – DETAILS

Name of firm: _____
Physical address: _____
_____ Code: _____
Contact person: _____ E-mail: _____
Tel no: (_____) _____

THE ATTACHED SCHEDULE IS TO BE COMPLETED IF MORE THAN ONE OFFICE (LOCATION) WILL BE CONDUCTING THE TRAINING.

Firm 1

Name of firm: _____
Physical address: _____
_____ Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____
Number of candidates: _____

Firm 2

Name of firm: _____
Physical address: _____
_____ Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____
Number of candidates: _____

NB: To ensure effective training of candidates, a maximum of candidates per location is 50, with any additional candidate numbers, subject to approval by the LSSA.

PART B – TRAINING APPLICATION BY MULTIPLE SMALL FIRMS WHO WILL COLLABORATE TO OFFER IN-HOUSE TRAINING TO THE CANDIDATES OF THE VARIOUS FIRMS:

Complete the attached schedule.

PART C – COMMITMENT BY THE FIRM – FOR ALL APPLICATIONS

1. We hereby state our intention to offer in-house Practical Vocational Training (the Course) in 2021 to our candidate attorneys at our offices in _____ and _____, as per the attached schedule.
2. We confirm that we will arrange, coordinate and present the Course in-house to our firm's candidate attorneys, as well as to certain external candidate attorneys who are from disadvantaged firms (at least six, or as reasonably practical) in 2021.
3. We request that the Course be listed with the Legal Education and Development (LEAD) courses when a submission for approval in terms of the relevant norms and standards is regulated in terms of the Legal Practice Act 28 of 2014 (LPA).
4. We further confirm that the Course will -
 - 4.1 in all respects be similar to the standardised distance education courses that are presented by LEAD;
 - 4.2 comply with LEAD policy in terms of time allocation and outcomes as defined by the LPC;
 - 4.3 use the prescribed LEAD training material; and
 - 4.4 comply with the relevant LEAD outcomes, directives and training policies.
5. To report to LEAD at the conclusion of the course in terms of LPC rules.
6. We acknowledge that LEAD will be responsible for confirming compliance, in terms of the LPC accreditation standards.
7. We confirm that the details of this arrangement and the relationship between be set out in a written confirmation issued to the firm and/or firms.

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PART B – TRAINING APPLICATION BY MULTIPLE SMALL FIRMS WHO WILL COLLABORATE TO OFFER IN-HOUSE TRAINING TO THE CANDIDATES OF THE VARIOUS FIRMS:

NB: Part A and C of the main application to be completed

Firm 1
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

Firm 2
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

Firm 3
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

Firm 4
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

Firm 5
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

Firm 6
Name of firm: _____
Physical address: _____

Code: _____
Contact person: _____
Tel no: (_____) _____
E-mail: _____

NB: The application is subject to approval by the LSSA on the basis that the application is practical, feasible and that the standards and objectives of the LPC are achieved. The above Firms agree that the following Firm will sign the application on its behalf, the signatory thereof must be the same person who signs the compliance for his/her own firm

Name of firm: _____

Responsible person: _____

Signature: _____ Date: _____