

Transitional Arrangements

1. Introduction

September 2014 will see the introduction of the new Costs Lawyer qualification following almost two years of consultation, review, design and preparation. The new course has been through a consultation period and is endorsed by the CLSB. The introduction of the new qualification will have implications for students who are already studying the existing qualification (the “old qualification”) and this document sets out the regulations applicable to those students.

2. Delivery of the old course

The table below is the timetable for the final delivery of the old qualification. Any students that do not complete the old qualification components by the dates set out below may need to apply for exemptions before qualifying via the new course.

Year 2013/14:	Compulsory Seminars for M1, M2 and M3 Course delivery of M2 and M3 1 Examination and Re-sit opportunity
Year 2014/15:	Compulsory Seminars for M2 and M3 Course delivery of M1, M2 and M3 1 Examination and Re-sit opportunity
Year 2015/16:	Course delivery of M3 1 Examination and Re-sit opportunity
Year 2016/17:	1 Examination and Re-sit opportunity

3 Deferral applications

With immediate effect, there will be no opportunity for deferrals. Any students wishing to defer their studies are advised that deferral may result in their inability to complete their qualification on their current pathway and may result in the need to apply for exemptions before completing their qualification via the new course.

4 Recommencing a module

Where a trainee is permitted to recommence a module, having failed to do so in the preceding course year the trainee may, depending on the reasons, be required to pay

50% of the current cost of that module notwithstanding that the trainee has paid the full costs of the same module earlier.

5.Exams

With immediate effect, when a trainee has completed the modular training course they must sit the examination within 12 months of completion and in accordance to the timescales set out in the table at paragraph 2 of this document.

6. Examination Re-sits

Where a student fails an examination they are reminded that they have 2 re-sit opportunities available to them. If a student is unsuccessful following these attempts they will be required to undertake the new qualification to become a Costs Lawyer.

7. Continuing Professional Development

It is a requirement of the Association that members of all levels undertake continuing professional development. Trainee Costs Lawyer members on the old qualification are required to achieve seven hours of continuing professional development during each membership year (January to December). Continuing professional development hours can be achieved by Trainee Costs Lawyers in the same way that this can be achieved by Costs Lawyers. In addition Trainee Costs Lawyers are entitled to claim one hour continuing professional development for each assignment completed. If a student has successfully completed all modules they must remain a student of the Association and undertake 7 hours CPD until they sit the exam.

8. Exemption applications

For all students who do not complete their qualification, it is open to those students to make applications for exemptions based upon the completion of modules on the old course. Below is a table that sets out how the old course maps to the new course with details of the exemptions that may be granted.

New Course	Module 1	Module 2	Module 3
1a	1a	2a	3a
1b		2f	
1c	1e, 1h		
1d			
1e	1d		
1f			
2a	1b		
2b	1c		
2c	1e, 1g	2c	
2d		2d, 2e	

2e		2g	
2f	1e		3f
3a	1f		
3b			
3c			
3d		2b	3f
3e	1d		
3f			3b, 3g
3g			3c, 3e
3h			3g

Any student that transfers from the old course will not be exempt from the examination elements of the new course and must complete the qualification within a 2 year time frame. Failure to complete within this time frame will result in the student having to reapply for the opportunity to start the qualification again with no credit given for prior study.

For ease of reference, the table below sets out the modules on the new course that a student would be required to study where they have completed one or more components of the current qualification. Please note that these arrangements will only be in place to the end of the academic year 2018/2019.

Old Course Component	New Course Components to be Completed
If Completed M1	1d, 1f, 2d, 2e, 3b, 3c, 3d, 3f, 3g, 3h
If Completed M1 and M2	1d, 1f, 3b, 3c, 3f, 3g, 3h
If Completed M1 and M3	1b, 1d, 1f, 2d, 2e, 3b, 3c
If Completed M2	1c, 1d, 1e, 1f, 2a, 2b, 3a, 3b, 3c, 3e, 3f, 3g, 3h
If completed M2 and M3	1c, 1d, 1e, 1f, 2a, 2b, 3a, 3b, 3c,
If completed M3	1b, 1c, 1d, 1e, 1f, 2a, 2b, 2c, 2d, 2e, 3a, 3b, 3c, 3e
If completed M1, M2 and M3 but not the exam	1d, 1f, 3b, 3c

9. Costs associated with exemption applications

There is no abatement of fees where a Trainee Costs Lawyer is granted exemptions.