

CONVEYANCERS LICENSING ACT 2003

COMMISSIONER'S GUIDELINES FOR FURTHER EDUCATION

1. A licensee with a condition requiring further education to be undertaken must complete 5 points of professional development in the 12 month period following the granting or renewal of the licence.
2. The professional development must consist of:
 - an education program;
 - a seminar, workshop, lecture, conference or discussion group;
 - a multimedia or website based program; or
 - research and preparation of an article published in a legal publication;or
 - any combination of two or more of the above.
3. The professional development must be of significant intellectual or practical content and must be relevant to conveyancing work.
4. The professional development must be conducted by persons qualified in the subject matter to be covered.
5. A licensed conveyancer is entitled to one point for each of the following:
 - one hour of participation in a course of education relevant to conveyancing work;
 - one hour of participation in a seminar, workshop, lecture, conference or discussion group;
 - one hour spent in the preparation of written or oral material forming part of the formal instruction for a course or program relating to conveyancing work;
 - for every 1000 words of an article published in a legal publication or other such publication (up to a maximum of 3 points);
 - for every two hours spent on a program of private study of audio or video material that has been developed as part of a conveyancing or legal further education program (up to a maximum of 3 points).
6. In exceptional circumstances a licensee may be exempted from completing part or all of the requirement for further education.
7. A licensed conveyancer must certify that he or she has undertaken 5 points of professional development in the 12 month period immediately prior to applying for renewal of a licence.