

**ENROLMENT KIT FOR THE GRADUATE DIPLOMA IN LEGAL PRACTICE  
(PLT COURSE)****Quota and priority in each Course**

There is a quota of 40 students per Course, inclusive of full-time, part-time and external students.

**Deadlines for Applications (2010)**

- Applications for the Autumn session Course commencing 18 January 2010 should be submitted by 18 December 2009; and
- Applications for the Spring session Course commencing 21 June 2010 should be submitted by 21 May 2010

Applications are accepted in order of submission, subject to quota limitations. They may be accepted after these dates, if places still are available in the Course.

**Postgraduate Coursework Application**

Please read the enclosed Course Information Booklet and these instructions before you complete the application. To assist you in completing your application:

**Boxes 1, 5 and 6**

Unless you have enrolled previously in a Course at the University of Wollongong, you will need to provide:

- an original or certified copy of evidence of Australian citizenship (birth certificate, naturalisation certificate, passport); and an official academic transcript of your studies in law. Preferably this should indicate that you have had conferred or are qualified for an LLB degree or the LPAB Diploma in Law and (if you are an overseas law graduate) that you have passed any additional subjects required by the LPAB. If you are still completing these studies at the time of your application for enrolment, your enrolment will be *conditional* on your producing that evidence when it becomes available.

If you submit original documents, staff of the Legal Practice Unit will make certified copies and return the originals to you (at your risk); otherwise please ensure that the person certifying a copy of the original document is one of the people listed in Box 9.

These documents must be provided no later than the date for payment of the Course fee.

**Box 2**

The Course name is *Graduate Diploma in Legal Practice*; the Course code is **637** Course (Year/1) is held in Autumn Session; Course (Year/2) is held in Spring Session. When filling out your application please indicate whether you intend to study

full-time or part-time. The Course is only available in Wollongong and only by “*distance education*”.

### **Boxes 10 and 11**

Complete the checklist, and read and sign the declaration.

### **Additional documents for the attention of the Legal Practice Unit**

Please complete the following additional form(s) as relevant:

- Tax Invoice for payment of non-refundable fee for course materials\*
- Au\$300
- Form 1 - To be completed by all applicants
- Form 2 - To be submitted by all Final-Year LLB/LPAB applicants. Attach a copy of your academic record to date, and your draft study plan for 2008 as appropriate.
- Form 3 – To be completed by all Non-UOW Students.

Your application to enroll will be delayed unless these forms are correctly completed in the first instance.

### **Where to send your documents**

To ensure that your application is given the correct priority, you must send your application to:

GDLP Application  
The Director (Legal Practice Unit)  
Faculty of Law  
Northfields Avenue  
University of Wollongong  
WOLLONGONG NSW 2522

The Director will acknowledge receipt of your application and will advise your status in the Course. Subject to acceptance by the Director, the application will then be passed on to UniAdvice for formal processing, and an offer of a place in the Course.

The offer will be conditional upon the provision of any outstanding documents, meeting any pre-entry requirements, and payment of Course fees at least three weeks prior to the commencement of the Course.

If, at any time after lodging the application and before formal enrolment, you wish to withdraw your application, please notify the Legal Practice Unit so that a student on a waiting list can be considered for the Course.

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\* Course materials for all subjects are distributed throughout the Course.