

## Practice Readiness Education Program (PREP) Key Dates for the Summer 2022 Intake

| <b>Date</b>               | <b>Registration and Tuition Fee Payment Deadlines</b>   |
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| Wednesday, April 20, 2022 | Registration opens on the CPLED website. Students receive access to Procertas once registration is complete and tuition fees are processed. |
| Friday, July 15, 2022     | PREP registration deadline  |
| Friday, July 15, 2022     | Phase one tuition fee payment due date/first installment payment due date   |
| Friday, August 12, 2022   | Phase two tuition fee payment due date  |
| Friday, October 7, 2022   | Phase three tuition fee payment due date  |
| Friday, February 10, 2023 | Phase four tuition fee payment due date   |

| <b>Phase one: Foundation Modules</b>   |                         |
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| Wednesday, June 1, 2022  | Foundation Modules open |
| <b>All Foundation Modules must be completed by Monday, August 22, 2022, to progress to the second phase of PREP.</b> It is estimated to take between 100 and 110 hours to complete all Foundation Modules. For a sample schedule, students can refer to the Foundation Modules Handbook, located in D2L. |                         |

| <b>Phase two: Foundation Workshops</b>                        |  |
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| Tuition fees for phase two are due on Friday, August 12, 2022 |  |
| <b>Schedule A</b>   |  |
| Monday, August 29, 2022                                       | Foundations Workshops Prework opens  |
| <b>Deadlines and Session Dates</b>                            | Note all prework deadlines are required. You must submit your assignment to Dropbox in D2L by the assigned deadline stated here. It is estimated to take approximately 20 hours to complete all prework assignments. |
| Monday, September 12, 2022                                    | Foundation Workshops Prework – Opinion Letter  |
| Monday, September 12, 2022                                    | Foundation Workshops Prework – Affidavit/Substituted Service   |
| Monday, September 12, 2022                                    | Foundation Workshops Prework – Legal Research  |
| Friday, September 16, 2022                                    | Foundation Workshops Prework – Argument/Legal Brief  |
| Friday, September 16, 2022                                    | Foundation Workshops Prework – Agreement   |
| Monday, September 26, 2022                                    | Foundation Workshops Prework – Rework Deadline   |
| Thursday, September 29, 2022                                  | Foundation Workshops Tech Session  |
| Monday, October 3 to Friday, October 7, 2022                  | Foundation Workshops (5-day session) offered in Calgary, Edmonton, Regina, Winnipeg and Halifax  |
| <b>Schedule B</b>   |  |
| Monday, August 29, 2022                                       | Foundations Workshops Prework opens  |
| <b>Deadlines and Session dates</b>                            | Note all prework deadlines are required. You must submit your assignment to Dropbox in D2L by the assigned   |

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|  | deadline stated here. It is estimated to take approximately 20 hours to complete all prework assignments. |
| Monday, September 19, 2022                     | Foundation Workshops Prework – Opinion Letter   |
| Monday, September 19, 2022                     | Foundation Workshops Prework – Affidavit/Substituted Service  |
| Monday, September 19, 2022                     | Foundation Workshops Prework – Legal Research   |
| Thursday, September 29, 2022                   | Foundation Workshops Prework – Argument/Legal Brief   |
| Thursday, September 29, 2022                   | Foundation Workshops Prework – Agreement  |
| Tuesday, October 11, 2022                      | Foundation Workshops Prework – Rework Deadline  |
| Friday, October 14, 2022                       | Foundation Workshops Prework Tech Session   |
| Monday, October 17 to Friday, October 21, 2022 | Foundation Workshops (5-day session) offered in Calgary, Edmonton, Winnipeg, Regina and Halifax           |

| <b>Schedule C</b>                              |  |
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| Monday, August 29, 2022                        | Foundations Workshops Prework opens  |
| <b>Deadlines and Session dates</b>             | Note all prework deadlines are required. You must submit your assignment to Dropbox in D2L by the assigned deadline stated here. It is estimated to take approximately 20 hours to complete all prework assignments. |
| Monday, September 26, 2022                     | Foundation Workshops Prework – Opinion Letter  |
| Monday, September 26, 2022                     | Foundation Workshops Prework – Affidavit/Substituted Service   |
| Monday, September 26, 2022                     | Foundation Workshops Prework – Legal Research  |
| Friday, October 7, 2022                        | Foundation Workshops Prework – Argument/Legal Brief  |
| Friday, October 7, 2022                        | Foundation Workshops Prework – Agreement   |
| Monday, October 17, 2022                       | Foundation Workshops Prework – Rework Deadline   |
| Friday, October 21, 2022                       | Foundation Workshops Prework Tech Session  |
| Monday, October 24 to Friday, October 28, 2022 | Foundation Workshops (5-day session) offered in Calgary, Edmonton, Winnipeg, Saskatoon and Halifax   |

| <b>Phase three: Virtual Law Firm</b>   |   |
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| Tuition fees for phase three are due on Friday, October 7, 2022                          |   |
| Saturday, November 5, 2022   | Business Law rotation begins  |
| <b>Business Law</b>  |   |
| Note all assignments must be completed and submitted in D2L by the deadline stated here. |   |
| Deadlines  | Assignments and Deliverables  |
| Monday, November 7 to Thursday, November 10, 2022  | BLA 1 Sim Client Interview, virtual meeting scheduled with a Simulated Client                       |
| Monday, November 14, 2022  | BLA 2 Research  |
| Thursday, November 17, 2022  | Assessment results for BLA 2 Research will be provided before the deadline for BLA 3 Opinion Letter |
| Monday, November 21, 2022  | BLA 3 Legal writing   |

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| Thursday, November 24, 2022                    | BLA 4 Negotiation Preparation  |
| Sunday, November 27, 2022                      | BLA 5 Legal drafting   |
| Monday, November 28, 2022                      | BLA 6 Ethics and Client Relationship Management<br>Interoffice Memo                                  |
| Thursday, December 1, 2022                     | BLA 7 Practice Management (Clio)   |
| Friday, December 2, 2022                       | Remaining assessment results released  |
| Saturday, December 3, 2022                     | BLA 8 Reflection   |
| Monday, December 5 to Friday, December 9, 2022 | BLA 9 Virtual Practice Manager meetings  |
| <b>Criminal Law</b>                            |  |
| Saturday, December 10, 2022                    | Criminal Law rotation begins   |
| Monday, December 12, 2022                      | CLA 1 Legal Drafting   |
| Thursday, December 15, 2022                    | CLA 2 Interviewing   |
| Tuesday, December 20, 2022                     | CLA 3 Research   |
| Friday, January 6, 2023                        | Assessment results for CLA 3 Research will be provided prior to the deadline for CLA 4 Legal Writing |
| Monday, January 9, 2023                        | CLA 4 Legal writing  |
| Thursday, January 12, 2023                     | CLA 5 Advocacy   |
| Thursday, January 19, 2023                     | CLA 6 Ethics and Client Relationship Management<br>Interoffice Memo                                  |
| Thursday, January 19, 2023                     | Remaining assessment results released  |
| Friday, January 20, 2023                       | CLA 7 Practice Management (Clio)   |
| Saturday, January 21, 2023                     | CLA 8 Reflection   |
| Monday, January 23 to Friday, January 27, 2023 | CLA 9 Virtual Practice Manager meetings  |
| <b>Family Law &amp; Real Estate</b>            |  |
| Saturday, January 28, 2023                     | Family Law & Real Estate rotation begins   |
| Monday, January 30 to Friday, February 3, 2023 | FLA 1 Sim Client Interview, virtual meeting scheduled with a Simulated Client                        |
| Monday, February 6, 2023                       | FLA 2 Legal Drafting   |
| Thursday, February 9, 2023                     | FLA 3 Research   |
| Monday, February 13, 2023                      | Assessment results for FLA 3 Research will be provided prior to the deadline for FLA 4 Legal Writing |
| Wednesday, February 15, 2023                   | FLA 4 Legal Writing  |
| Friday, February 17, 2023                      | FLA 5 Negotiation  |
| Monday, February 20, 2023                      | FLA 6 Advocacy   |
| Thursday, February 23, 2023                    | FLA 7 Legal Drafting   |
| Sunday, February 26, 2023                      | FLA 8 Real Estate  |
| Monday, February 27, 2023                      | FLA 9 Ethics and Client Relationship Management<br>Interoffice Memo                                  |
| Thursday, March 2, 2023                        | FLA 10 Practice Management (Clio)  |
| Friday, March 3, 2023                          | Assessment results released  |
| Saturday, March 4, 2023                        | FLA 11 Reflection  |
| Monday, March 6 to Thursday, March 9, 2023     | FLA 12 Virtual Practice Manager meetings   |

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| <b>Phase four: Capstone</b> |
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| Tuition fees for phase four are due on Friday, February 10, 2023 |
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| Monday, March 13 to Thursday, March 16, 2023 | Capstone (4-day session)<br>Schedule A - offered in Calgary, Edmonton, Regina, Winnipeg and Halifax    |
| Monday, March 20 to Thursday, March 23, 2023 | Capstone (4-day evaluation)<br>Schedule B - offered in Calgary, Edmonton, Regina, Winnipeg and Halifax |
| Monday, March 27 to Thursday, March 30, 2023 | Capstone (4-day session)<br>Schedule C - offered in Calgary, Edmonton, Saskatoon, Winnipeg and Halifax |