

Mandatory Principal Training Information

Under [rule 704\(1\)\(d\)](#), a lawyer seeking to act as Principal must complete a mandatory [Principal Training Course](#) prior to the start of the articling term. The training course was developed to ensure that every Principal has a baseline understanding of the program and a mentorship toolkit before undertaking the responsibility of supervising and teaching an articling student.

The Principal Training Course consists of six self-directed lessons covering topics such as principal/student obligations and responsibilities, effective mentorship, setting and managing expectations, providing feedback, and communicating in a culturally safe manner. While some of the course focuses specifically on the articling relationship, the content is suitable for anyone in a leadership or mentorship role.

Anyone who completes the Course is entitled to report up to 3.5 CPD hours, including 1 Ethics hour. The Principal Training Course is available for free to all members.

Completion Requirement

Lawyers are required to complete the Principal Training Course prior to acting as a Principal. If you know you are going to be acting as a Principal, it is a good idea to complete the course well before your student commences articles to avoid disrupting their start date. Principals are only required to complete the course once. If the course is voluntarily completed when a lawyer is not a Principal, the requirement will be considered fulfilled if the lawyer applies to act as Principal in the future.