



PROTOCOL

READERS' COURSE DEFERRAL REQUESTS

APPLICATIONS TO DEFER A PLACE IN THE READERS' COURSE IN EXCEPTIONAL CIRCUMSTANCES

The Victorian Bar is committed to ensuring access to the Readers' Course through a fair and efficient process for Reader applicants and ensure as part of that process that the Bar recognises and manages efficiently the exceptional circumstances of Reader applicants who may seek to defer a place offered to them in the course.

The Bar Council has delegated the discretionary power to determine deferral applications based on exceptional circumstances to the Readers' Course Executive.

Offering places in the Readers' Course

The Bar offers places in each Readers' Course, having regard to, inter alia:

- the number of successful candidates;
- the number of available places in the upcoming Readers' Courses; and
- the preferences expressed by all successful candidates.

Successful candidates must accept the place offered to them to secure their place in the Readers' Course, unless they can demonstrate exceptional circumstances through a deferral application.

Eligibility

A deferral application will only be considered if it arises from exceptional circumstances. Any deferral arising from such application will be at the absolute discretion of the Readers' Course Executive.

Deferral applications

In making an application for deferral, the successful candidate must provide to the Admissions Officer:

- (a) a written statement outlining the reasons for deferral and the period of deferral sought;
- (b) detail any matters that may impact on their ability to participate in the Reader's Course offered; and
- (c) any other information or evidence (e.g. medical certificate or report) in support of the application for deferral.

The Admissions Officer, after having received all the required information, will refer the matter to the Readers' Course Executive for assessment.

Review

The Readers' Course Executive will review deferral applications on a case-by-case basis and may do so in consultation with the Bar Executive as needed.

If the candidate is unable to demonstrate exceptional circumstances, and fails to take the place offered to them, then they will forfeit their place in the Readers' Course and will be required to re-sit the Exam in full should they wish to seek a place in a future Readers' Course.

Procedure Name:	Readers' Course Deferral Requests	Date Approved: 18 April 2024
Approved By:	The Victorian Bar Council	Date Last Reviewed:
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The decision of the Readers' Course Executive is final.
All applications should be addressed to the Readers' Course Executive.

Attention: Admissions Officer

Readers' Course Executive
Owen Dixon Chambers East
Level 5
205 William Street
Melbourne VIC 3000
readers@vicbar.com.au

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