

Specialist Accreditation Scheme Reaccreditation Application Form

This form is to be completed by specialists applying to be reaccredited as an Accredited Specialist or a Senior Accredited Specialist.

0.1. Checklist

- Read the Information for Specialists guide for the practice area for which you are seeking specialist reaccreditation
- Attach supporting documentation (in PDF) if you are seeking any exemptions
- Attach any additional pages that should be included with this application if the space provided is insufficient. If you have logged your CPD activities in the log provided by the Scheme, please include them with this form; you need not then complete Section 5. Continuing Professional Development.
- Attach the payment confirmation email

0.2. Notes

- Applications close **28 February, 5pm**.
- If the closing date is a public holiday or falls over a weekend, the deadline for submission will be the next working day, 5pm.
- Save the application form as “[surname] [name] [practice area] [Acc Spec/Snr Acc Spec] Reaccreditation”.
- Send the completed and signed form with all supporting documents and payment confirmation email to accreditation@sal.org.sg. Email will be used as the main channel of communication.
- The onus is on applicants to ensure that their application has been received by the SAL.
- This form is best completed using Acrobat Reader DC which may be downloaded at get.adobe.com/reader/.
- Hand-written and scanned forms will not be accepted.
- Save this form on your desktop before you begin.

1a. What are You Applying for?

I am applying to be reaccredited as (select one):

- Accredited Specialist Senior Accredited Specialist

in the following practice area:

- Building and construction law Maritime and shipping law

If you are applying to be reaccredited in more than one practice area, please complete a separate form for each area.

Proceed to [Section 2. Personal Details](#).

OR

1b. I do not seek to be reaccredited

I do not seek to be reaccredited because of:

- Retirement
- Change in practice focus, for example:
focusing on another practice area or a non-practising role within the firm
undertaking judicial or public legal service
undertaking a general counsel role
entering academia
- Leaving the profession or industry
- Other reasons (please specify) _____

Please sign below, complete [Section 2. Personal Details](#) and submit this page together with your Certificate of Specialist Accreditation to: Specialist Accreditation Scheme, Singapore Academy of Law, 1 Supreme Court Lane, Level 6, Singapore 178879. You need not complete the remainder of the form beyond this page.

Specialist's signature

Date

2. Personal Details

Name as in NRIC
or passport:

Law firm:

Designation:

3. Eligibility Criteria

Please select either “Yes” or “No” for each of the following statements:

1. I hold a currently valid practising certificate.

- Yes No

2. In the prior 2 years as a specialist, I have NOT been subject to any professional disciplinary proceedings or charged and convicted of a serious crime.

- Yes No

3. In the prior 2 years as a specialist, I have been substantially involved full time in the practice area for which I am seeking reaccreditation.¹

- Yes No

4. In the prior 2 years as a specialist, I have been engaged in continuing professional development in the practice area.²

- Yes No

If you have answered “No” to any of Eligibility Criteria 1 and 2, you are not eligible to apply for reaccreditation and should cease proceeding further.

If you have answered “No” to Eligibility Criteria 3 or 4, you may seek an exemption, the acceptance of which is at the discretion of the SAL.

¹ Please refer to the Information for Specialist guide for the practice area for which you are seeking reaccreditation for details of the criteria you are required to fulfil. Note that the criteria may vary from one practice area to another.

² Please refer to the Information for Specialist guide for the practice area for which you are seeking reaccreditation for details of the criteria you are required to fulfil. Note that the criteria may vary from one practice area to another.

4A. Substantial Involvement – Practice Experience

If you are applying to be reaccredited, include your full-time practice details for the prior 2 years as a specialist (1 January 2018 to 31 December 2019).

Accredited Specialist

A minimum billable amount of S\$200,000 or 450 billable hours a year dedicated to the said practice area.

Senior Accredited Specialist

A minimum billable amount of S\$500,000 or 600 billable hours a year dedicated to the said practice area.

Maritime and Shipping Law

A minimum billable amount of S\$200,000 or 450 billable hours a year dedicated to the said practice area.

My substantial involvement in the practice area for which I am seeking reaccreditation has been at the following law firm(s):

Year	Law Firm/Employer	Substantial involvement (billable amount / billable hours per year)
2018	ABC Firm	550 hours

4B. Substantial Involvement – Practice Details

In the space below, detail your practice details for the immediate past 2 years (1 January 2018 to 31 December 2019), starting from the most recent, which supports your assertion that you have the required substantial involvement in the said practice area to be reaccredited.

Please keep details to a maximum of 250 words per year. If you need more space, type the details on Word using the same format, convert it to PDF and email it with the form. Save it as “[surname] [name] [practice area] Substantial Involvement cont”.

If you have availed yourself of the practice log, you may include it with this application form but you are still required to complete this section.

Law firm/employer	Practice date (from – to)
Practice responsibilities or role	

Law firm/employer

Practice date
(from – to)

Practice responsibilities or role

Law firm/employer

Practice date
(from – to)

Practice responsibilities or role

5. Continuing Professional Development – Activity Details

Include your CPD activity details for the prior 2 years as a specialist (1 January 2018 to 31 December 2019). If you have recorded your CPD activities in the CPD Log, you may submit the log with the application form and proceed to [Section 6 Exemptions](#) if you are seeking any, or to [Section 7 Declaration](#).

Accredited Specialist

At least **6 public and/or private CPD points** a year in the said practice area, 3 of which must be public CPD points

Senior Accredited Specialist

At least **6 public and/or private CPD points** a year in the said practice area, 3 of which must be public CPD points.

Maritime and Shipping Law

At least **10 public and/or private CPD points** a year in the said practice area, 5 of which must be public CPD points and where at least one of the following activities must have been undertaken per year:

1. presented a paper for at least 1 hour at a conference, seminar or workshop pertaining to topics on M&S law
2. taught a class for at least 1 hour on M&S law at an institution of higher learning
3. served as a member on at least two panels that discussed topics relating to M&S law
4. served on a committee of a government, professional and/or industry organisation for a term of at least 3 months or an accumulation thereof whose aim is to promote thought leadership in M&S law
5. authored or co-authored an article in M&S law for a journal, law review, maritime trade publication or similar periodical
6. authored or co-authored a chapter relating to M&S law in a book, treatise or similar publication

In the table below, detail your public and/or private CPD activities in the practice area for which you are seeking reaccreditation, starting from the most recent.

6. Exemptions

I am not seeking an exemption.

I am seeking an exemption for:

Professional Conduct

If, during the two years as a specialist, you have been subject to disciplinary proceedings or convicted for committing or abetting to commit a criminal offence, please provide a summary of the said proceedings or conviction in the space below (max 100 words).

Substantial Involvement/Continuing Professional Development

If you are unable to meet the Substantial Involvement and CPD criteria due to a leave of absence during the two years as a specialist, you may apply for an exemption.

Note that if the leave of absence was due to circumstances other than illness or accident where you were physically unable to practice, you were still required to fulfil the CPD criteria. You may apply to seek an extension of time to do so.

Note that you must have applied and received approval from SAL for this leave. If you did not or your application for leave was rejected, the selection panel will assess your application based on the assumption that you were in full-time practice during the two years as a specialist.

Describe your practice details and CPD activities for this period in the relevant sections on [pages 4, 5 and 7](#) unless you have included logs for both with this application.

I had applied and obtained approval from SAL for leave of absence.

7. Declaration

I have read the Information for Specialist guide relating to practice area for which I am seeking reaccreditation, and understand and agree to abide by the conditions stated therein.

I consent to the SAL making inquiries about me as it deems fit to determine by my eligibility and suitability for reaccreditation, including referring to any authorised disciplinary authority and the referees for this purpose.

I declare that all the information I have provided in this application form is true and correct, to the best of my knowledge. I understand that any omission or misstatement made in this application may lead to denial of reaccreditation and be treated as professional misconduct and subject to disciplinary action by the relevant professional governing body.

Applicant's signature

Date