

# Transitional Arrangements

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## 1. Introduction

September 2023 will see ACLT launch a new Costs Lawyer qualification (the “new qualification”) following eighteen months of consultation, review, design and preparation. The introduction of the new qualification will have implications for students who are already studying the existing qualification (the “existing qualification”) and this document sets out the transitional arrangements applicable to those students.

It is the responsibility of all current students to read and understand what the transitional arrangements may mean for them.

In 2020 the 2014 course structure, not content, was amended. This document also sets out how those students that studied part of that version of the qualification (between 2014-2020) may be able to transition on to the new qualification by applying for exemptions. All students that have studied part of any other version of the ACL Costs Lawyer qualification should refer to ACLT's general exemption policy and are not covered by these arrangements.

## 2. Timetable of Delivery

The table below is the timetable for the final delivery of the existing qualification. In 2023 there will be an intake onto Unit 2 and 3 of the existing qualification however Unit 1 will not run beyond 2022. **Any students that do not complete the existing qualification components by the dates set out below will need to apply for exemptions before qualifying via the new qualification.**

Unit	Course Component	Timing
Unit 1	Course Delivery	2022
Unit 1	Resit Assignments	Jan-March 2023
Unit 1	Resit or Deferred Compulsory Seminar	December 2022
Unit 1	Resit Exam	February 2023
Unit 2	Course Delivery	2023
Unit 2	Resit Assignments	Jan-March 2024
Unit 2	Resit or Deferred Compulsory Seminar	December 2023
Unit 2	Resit Exam	February 2024
Unit 3	Course Delivery	2023
Unit 3	Resit Assignments	Jan-March 2024
Unit 3	SP Viva	December 2023
Unit 3	Resit Exam	February 2024

All those students that complete Unit 2 of the existing qualification in 2023 will be transferred to the new qualification and, from January 2024, will complete the new

Diploma in Costs Law and Practice\*. Before the transfer, those students must have successfully passed the Unit 2 examination but may have one element of the current qualification outstanding. However, that element must be successfully completed in accordance with the above timetable. Once those students have successfully completed the Diploma in Costs Law and Practice that, together with their completion of Unit 1 and Unit 2 of the existing qualification, will lead to qualification as a Costs Lawyer.

### **3. Resits**

Where a student fails an assessment they have 2 re-sit opportunities available to them under the timetable of delivery. If a student is unsuccessful following those attempts they will not be eligible to progress onto the next unit of the existing qualification. Where a student has progressed to the following unit carrying one outstanding element over and that element is failed on their final reattempt, they may be asked to stop studying the unit and transition onto the new course. If a student is unsuccessful following resit attempts, and where they are asked to stop studying a unit, they will be required to apply for exemptions from the new qualification in order to qualify as a Costs Lawyer.

### **4. Deferral**

If a student applies for a deferral then the deferred assessment would need to be undertaken in accordance with the timetable set out above. Any students wishing to defer their studies are advised that deferral may result in their inability to complete their Unit on the existing qualification which may impact their pathway to qualification and may be required to apply for exemptions from the new qualification in order to qualify as a Costs Lawyer.

### **5. Supervised Practice**

The rules governing the assessment of work experience are being reviewed. Updated guidance on the impact of the review of supervised practice will be published in January 2023 including the arrangements applicable for any current students unable to complete their supervised practice in accordance for the timetable for delivery.

### **6. Exemptions**

For all current students that do not complete the existing qualification in accordance with the above timetable for delivery, it is open to them to make applications for exemptions from the new qualification. There will be no exemptions from an element of the new course unless all assessment components relating to that module have been successfully completed. This will usually mean that to be exempt from an element of the new qualification a student must have passed the entirety of a unit on the current qualification. However, where a student has completed all elements of Unit 1 and Unit 2 but still has the Unit 2 seminar outstanding they will be entitled to an exemption from the Diploma in Civil Practice\* but will need to complete the Award in Costs Advocacy\*.

The table below lists the exemptions available where a student has completed a unit of the existing qualification under the current course structure, which was launched in 2020.

<b>Current Unit</b>	<b>Element of New Course Qualification</b>
Unit 1	Contract and Tort
Unit 1 and Unit 2	Diploma in Civil Practice* and Award In Costs Advocacy*

The table below lists the exemptions available where a student has completed a unit of the existing qualification under the former course structure, which was launched in 2014.

<b>Current Unit</b>	<b>Element of New Course Qualification</b>
Unit 1	Civil litigation, Professional standards and ethics, Costs pleadings and process and the Award In Costs Advocacy*
Unit 1 and Unit 2	Diploma in Civil Practice*, Costs pleadings and process, Legal aid, The lawyer-client relationship and funding arrangements and the Award In Costs Advocacy*

\*Titles of new qualifications are not yet confirmed.