

Our ref: R/ETU/VM/KB/3308  
Your ref: DAK/SYUK

9 December 2005

### **Application for Authorisation as a Distance Learning CPD Course Provider**

Further to your application to offer your 'Pirchei Shoshanim Business Ethics Course' by distance learning. I am pleased to confirm that your application has been approved.

Solicitors may claim up to 75% (12 hours) of their annual CPD requirement by undertaking distance learning courses.

Please accredit this course using CPD reference **DAK/SYUK** which should be quoted to solicitor participants.

As part of the normal authorisation process, the Society monitors courses by delegate questionnaire. Could you please, therefore, arrange for participating solicitors to complete a copy of the enclosed Law Society CPD Course Questionnaire – Distance Learning Courses. To help when analysing the returns, will you please complete the Course Details section of the questionnaire prior to photocopying.

I would suggest that in order for the Society to have a cross-section of feedback you should aim to obtain questionnaires from ten or more solicitors who undertake the course. Please forward the completed questionnaires to me at this address.

The Society compiles a list of providers who offer courses via distance learning which is published on our website and your details will be added to the list.

/...

As an authorised Distance Learning CPD provider, you may self-accredit any other distance learning courses which meet the requisite criteria. Since your application was made, the standard distance learning and computer-based authorisations have been combined, so distance learning authorisation now includes those courses which would previously have required a separate application, e.g. paper-based/video/audio cassette/audio CD.

Yours sincerely

Karen Banner (Mrs)  
**Validation and Monitoring Officer – PSC/CPD**  
**Validation and Monitoring Team**

Encs