**Portfolio Submission Deadlines 2024**

**(Please note dates are subject to change)**

|  |  |
| --- | --- |
| **Submission Deadline** | **Results** |
| 26th January 2024, 4pm | 23rd February 2024 |
| 23rd February 2024, 4pm  | 22nd March 2024 |
| 22nd March 2024, 4pm  | 26th April 2024 |
| 26th April 2024, 4pm  | 24th May 2024 |
| 24th May 2024, 4pm  | 28th June 2024 |
| 28th June 2024, 4pm | 26th July 2024 |
| 26th July 2024, 4pm | 23rd August 2024 |
| 23rd August 2024, 4pm | 27th September 2024 |
| 27th September 2024, 4pm | 25th October 2024 |
| 25th October 2024, 4pm | 22nd November 2024 |
| 22nd November 2024, 4pm | 18th December 2024 |
| 18th December 2024, 4pm | 24th January 2025 |

It is the candidate’s responsibility to ensure they are booked onto an assessment/have submitted a portfolio in a timely manner in order to receive results before their chosen duty rota application deadline. There are two opportunities to apply for the duty rota each year, deadline dates are announced by the LAA and not provided to Datalaw in advance.

**Online Interview & Advocacy Assessment 2024**

**(Please note dates are subject to change)**

|  |  |
| --- | --- |
| **Online IAA** | **Results** |
| 17th January 2024 | 23rd February 2024 |
| 28th February 2024 | 22nd March 2024 |
| 13th March 2024 | 26th April 2024 |
| 17th April 2024 | 24th May 2024 |
| 15th May 2024 | 28th June 2024 |
| 19th June 2024 | 26th July 2024 |
| 17th July 2024 | 23rd August 2024 |
| 14th August 2024 | 27th September 2024 |
| 25th September 2024 | 25th October 2024 |
| 16th October 2024 | 22nd November 2024 |
| 27th November 2024 | 18th December 2024 |
| 11th December 2024 | 24th January 2024 |

It is the candidate’s responsibility to ensure they are booked onto an assessment/have submitted a portfolio in a timely manner in order to receive results before their chosen duty rota application deadline. There are two opportunities to apply for the duty rota each year, deadline dates are announced by the LAA and not provided to Datalaw in advance.

**MCQ Fees (excluding VAT)**

|  |  |  |
| --- | --- | --- |
| **Product Type** | **Product** | **Price****Ex. VAT** |
| **Assessments** | Portfolio Submission | £210 |
|  | Portfolio Re-Submission | £160 |
|  | IAA | £405 |
|  |  |  |
| **Packages** | MCQ Interactive Support Package  | £1,083 |
|  | MCQ Support Package | £879 |
|  |  |  |
| **Ind. Assessment Support Packages** | Portfolio Support Package | £366 |
|  | IAA Support Package | £567 |
|  |  |  |
| **Support Courses – Legal Knowledge** | An Introduction to Magistrates Court Advocacy | £110 |
|  | Advocacy in the Magistrates Court | £165 |

\*Please note, a **£20 plus VAT administration fee** will apply on registration and will be added to the first assessment or support package purchased. Web prices include the administration fee where applicable.

**MCQ Booking Form**

|  |  |
| --- | --- |
| **First Name**  |  |
| **Surname** |  |
| **Firm (if applicable)** |  |
| **Address** |  |
|  |
| **Telephone** |  |
| **Email** |  |

**Please complete the table below, specifying the product(s) that you would like to purchase and the price ex. VAT.**

|  |  |
| --- | --- |
| **Product** | **Price**  |
|  |  |
|  |  |
|  |  |
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|  |  |
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**\* On registration an administration fee of £20 plus VAT will apply. This must be added to the first assessment or support package purchased.**

IAA Date (optional) …………………………………………………………………………

Signed………………………………………………………………………………..

By signing this form, you will be agreeing to our terms and conditions.

Please return your completed booking form to suzannegwilliams@datalaw.org

**Terms & Conditions**

Datalaw Ltd. reserves the right to vary or cancel any courses or examination where the occasion necessitates. We accept no liability if, for whatever reason, the course or examination does not take place.

In line with the cancellation rights under the Consumer Contracts Regulations, customers are able to cancel their booking within 14 days. After such time, the booking cannot be cancelled.

Should a candidate wish to transfer an assessment date, an administration fee will apply. This charge will vary depending on when the request is received prior to the assessment. Transfer requests made 10 working days prior to the assessment will incur an administration fee of £25 plus VAT. Transfer requests cannot be made less than 10 working days prior to the assessment taking place. Transfers received after this time will result in the forfeit of the whole assessment fee. The individual and firm are jointly liable for this booking.

As an organisation we are aware of our duties to disabled candidates in terms of acceptance for assessment and the assessment process. We rely on candidates to disclose the nature of any disability and where a disability is disclosed we will work with the candidate with a view to arranging any reasonable adjustments that will ensure they are fully able to participate in the assessment process. We hope that you will find us supportive in our efforts to accommodate any request you may have for particular arrangements. Disabled candidates should make their disclosure at the earliest opportunity to the Accreditations Manager. Please be assured that any such disclosure will be strictly confidential and will not be disclosed to persons other than members of the assessment board as appropriate.