



THE INSTITUTE OF LAW CLERKS OF ONTARIO 2018 eDISCOVERY ADVANCED THEORY & PRACTICES FOR LITIGATION SUPPORT FELLOWSHIP COURSE

The Institute of Law Clerks of Ontario “ILCO” is pleased to offer the eDiscovery Fellowship course to its members and to the legal community.

Designed for litigation support professionals and law clerks, this course will explore the legal and practical principles of electronic discovery in a legal practice context. Using the Electronic Discovery Reference Model and the Sedona Canada Principles, we will discuss the issues and tasks underlying each phase of the process. With an emphasis on proportionality and defensibility at every stage, practical information will be covered, including cooperative discovery planning, the supporting evidence required for discovery motions, and the admissibility of evidence. We will cover how to best work in a cost-effective manner and bring value to the legal team and client.

The course instructor is Crystal O’Donnell, founder of Heuristica Discovery Counsel Professional Corporation.

A litigation law background is **highly recommended** for this course. Students will be evaluated on the basis of one final examination to be written at the ILCO Education Centre.

- Location** ILCO Education Centre 20 Adelaide Street East, Suite 503, Toronto
Distance Learning via Webcast is also available.
- Dates** Tuesday evenings starting March 20, 2018 6:00PM to 9:00 PM for 8 weeks.
Review class -Tuesday, May 15, 2018
Exam date - May 22, 2018 6:00 PM. 15 minute exam preview, followed by 3 hour exam
Exam to be written at the ILCO Education Centre only.
- Cost:** **** Members \$675.00 Non-Members \$825.00 ****
- Refunds** Refunds will be decided on an individual basis, up to the end of the first class. All refund requests must be made in writing. Refunds are subject to a minimum \$75.00 administration fee.
- Policies**
- There is a minimum registrant requirement in order to run the course.
 - ILCO does not accept post-dated cheques.
 - Fellowship marks are mailed within 45 days of exam writing. Exams papers are the property of The Institute of Law Clerks of Ontario. All grades are final: there is no appeal process for Fellowship courses.

**** Fees include course material(syllabus) and examination. ****

Deadline to Register: Tuesday, March 6, 2018

Payment must be received to be registered.



FELLOWSHIP COURSE - REGISTRATION FORM
eDISCOVERY

Tuesdays, March 20 - May 22, 2018 inclusive of exam.

**Payment using VISA/MasterCard may be faxed to 416-214-6255 or emailed to education@ilco.on.ca
ILCO does not accept post-dated cheques. Payment must be received to be registered for the course;
spaces cannot be held.**

Name: _____
First Last

E-mail: _____

Mailing Address: _____
street # street name apt. or unit #

City: _____ **Province:** _____ **Postal Code:** _____

Home Telephone: (_____) _____ **Business Telephone:** (_____) _____
area code area code

Webcast or in-class: _____

Are you an ILCO member? Yes _____ No _____

If so, please provide ILCO Membership #: _____

Member rate: \$675.00 (no HST) Non-member rate: \$825.00 (no HST)

If you wish to pay your registration fee by VISA/MasterCard, please complete and sign below: Please charge
\$ _____ to my VISA/MasterCard (circle one) PLEASE PRINT CLEARLY

Card #: _____ CVC(on back): _____

Expiry date: _____

Name of Card holder: _____

Card holder's signature: _____

FOR OFFICE USE ONLY:	CC PC FC MO _____
Authorization _____	Receipt Number _____