

Guide to Using the **Enhanced Extension Waiver** for CPD Year 2025

An **Enhanced Extension Waiver** for CPD Year 2025 ('Enhanced EW') is available to lawyers who have not fulfilled their CPD Year 2025 Points requirements as at 31 December 2025. Lawyers who utilise the Enhanced Extension Waiver will have until **31 December 2026** to fulfil any shortfall in their CPD Year 2025 Points Requirements.

How the Enhanced EW differs from the Extension Waiver	
Enhanced EW	Extension Waiver for CPD Year 2025
You will have until 31 December 2026 to make up the shortfall in your CPD Year 2025 Points Requirements.	You must fulfil the shortfall in your CPD Year 2025 Points Requirements by 31 March 2026 .
You must lodge the <u>Enhanced EW Notice</u> before filing your practising certificate ('PC') or foreign practitioner certificate ('FPC') application for practice year 2026/2027 and in any event, by no later than 11.55pm on 30 April 2026 .	<p>You must first make up your shortfall for CPD Year 2025, and then lodge a formal Extension Waiver Notice.</p> <p>You must lodge the Extension Waiver Notice before filing your PC/FPC application for practice year 2026/2027 and in any event, by no later than 11.55pm on 30 April 2026.</p>

How to exercise the Enhanced EW	
① Determine shortfall	Log in to your ePortfolio account on SILE CPD Centre and click on the " Learning History " tab to view your CPD Year 2025 Points records. Determine the quantum of your CPD Year 2025 Points shortfall, <u>inclusive of any MEC Points</u> .
② Access Enhanced EW Notice	In your SILE CPD Centre ePortfolio account, click on the " My ePortfolio " tab, then click on the link to the <u>Enhanced EW Notice form</u> .
③ Read and submit Notice	Read the instructions in respect of the declaration in the Enhanced EW Notice. If you are able to make the declaration, click on the " Submit " button. You will receive an email acknowledgement confirming that you have successfully lodged the same.
④ Apply for PC/FPC	<p>Once you have completed steps 1 to 3, you may proceed to apply for your PC or FPC for practice year 2026/2027. You should declare that the Compliance Committee has granted you a waiver of one or more of the CPD requirements applicable to you, i.e.:</p> <p>(a) <i>For PC Application: make the declaration under rule 8(1)(b) of the Legal Profession (Continuing Professional Development) Rules 2012</i></p> <p>(b) <i>For FPC Application: make the declaration under rule 5(4)(e)(ii) of the Legal Profession (Regulated Individuals) Rules 2015</i></p>
⑤ Obtain outstanding CPD Points	Proceed to obtain the necessary CPD Points (inclusive of any MEC Points) to both (i) make up your CPD Year 2025 shortfall; and (ii) fulfil your CPD Year 2026 Points Requirements by 31 December 2026 .

If you have any queries, please write to us using the Contact form at <https://www.sile.edu.sg/contact-us/>.

More information:

Check the SILE CPD Centre at www.sileCPDcentre.sg for full details of the CPD Scheme and your CPD requirements.
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