



Accredited Provider Submission

User Guide

Login Provider' Zone

Find Legal Services | EN ▾

 THE LAW SOCIETY OF HONG KONG 香港律師會

Course Provider Home ▾

Course Provider Home

Course Accreditation

For Accredited Provider Submission, please click [here](#).

For Course by Course Submission, please click [here](#).

 THE LAW SOCIETY OF HONG KONG 香港律師會 115th ANNIVERSARY

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Click “LOGIN” to go to the Providers’ Zone page.

<https://www.hklawsoc.org.hk/en/course-provider/>

Login Provider' Zone

Course Provider Home ▾ / Login Provider' Zone

Login Provider' Zone

Welcome to the Members' Zone of The Law Society of Hong Kong.


Welcome to the Members' Zone of
The Law Society of Hong Kong.

Please login with your registered login ID and password.

Login ID

Password

Captcha

☐ I'm not a robot 

[Change Password](#) | [Forgot Password](#)

**Login in with the
assigned “Login ID”,
“Password”.**

Accredited Provider Submission

The screenshot displays the website of The Law Society of Hong Kong. At the top, there is a navigation bar with the text "Find Legal Services | EN", the Law Society logo, and "Outstanding Payments (0) | Wong Mary | LOGOUT". Below this is a grey navigation bar with two options: "Accredited Provider Submission" (highlighted with a red circle) and "Course by Course Submission". The main content area is titled "Course Provider Home" with a dropdown arrow. Under this title, there are two sections: "Course Accreditation" and "For Course by Course Submission, please click [here](#)." The "Course Accreditation" section contains the text "For Accredited Provider Submission, please click [here](#)." (highlighted with a red circle). A blue callout box on the right contains the instruction "Click 'Accredited Provider Submission' to continue." with two red arrows pointing to the "Accredited Provider Submission" link in the navigation bar and the "here" link in the "Course Accreditation" section.

Find Legal Services | EN

THE LAW SOCIETY OF HONG KONG
香港律師會

Outstanding Payments (0) | Wong Mary | LOGOUT

Accredited Provider Submission

Course by Course Submission

Course Provider Home

Course Provider Home

Course Accreditation

For Accredited Provider Submission, please click [here](#).

For Course by Course Submission, please click [here](#).

Click "Accredited Provider Submission" to continue.

Notification Form

Accredited Provider Submission

Course by Course Submission

Course Provider Home ▾ / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) evidence that the course is interactive; the interactive elements include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance records kept by the course provider demonstrating a participant has completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 4 weeks in advance of the course (see [CPD Accredited Providers](#) for a Notification form).

For CPD and RME Accredited Providers:

Please submit a Notification Form (see [CPD Accredited Providers](#) for a Notification form).

After Conducting the Course

Please submit (i) a Return of Evaluation and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

Click “NEW NOTIFICATION FORM”
to submit a notification form for a
new course.



NEW NOTIFICATION FORM >

Notification Form (cont'd)

Notification Form

Provider Info.

* Course Provider

* Contact Person Wing Mary 9/10 * Email Phone 9/10

Course Details

Please click [here](#) for accreditation guidelines.

* Mode of Delivery ☐ Face-to-face ☐ Live Webinar ☐ Multi-media

Mediation Accreditation (if applicable) ☐ General Mediation ☐ Family Mediation

* CPO/RME * Course Code

* Course Title

* Course Date * Course Time Start Time End Time

Break Duration Lunch Duration

* Category * Accreditation Basis As a whole

* Language Client Seminar ☐ Yes ☐ No

* CPO Points * Reasons for Number of Points Accredited

* Name & Title of Presenter(s)

* Course Venue/Access

Course Materials/ Supporting Documents

Attachment

Upload Document(s)	Action
Document(s) Uploaded	
<input type="button" value="UPLOAD FILE"/>	

Other Information

Accredited Before? Has a course or any part of a course of a similar nature been offered and accredited before?

☐ Yes ☐ No

If yes, please indicate title, dates, and sponsoring agency:

If yes, please indicate no. of any CPO points awarded:

Where the same presenters used?

☐ Yes ☐ No

If no, list new presenter(s):

Fill in the requisite course information.

Upload course materials, detailed outline and speaker's CV here, *if necessary.*

Notification Form - Break and Lunch Duration

Notification Form

Provider Info.

* Course Provider

* Contact Person * Email

Course Details

Please click [here](#) for accreditation guidelines.

* Mode of Delivery ☐ Face-to-face ☐ Live Webinar ☐ Multi-media

Mediation Accreditation (if applicable) ☐ General Mediation ☐ Family Mediation

* CPD/RME * Course Code

* Course Title

* Course Date * Course Time to

Break Duration Lunch Duration

* Category * Accreditation Basis

Examples:

Break Duration (Total duration)	Lunch Duration
If there are two 15-minute breaks totaling 30 minutes, you should enter: 00:30	If the lunch will last for 1 hour 30 minutes, you should enter: 01:30

Break Duration

* Category

* Language

* CPD Points

* Name & Title of

Cancel **Confirm**

Lunch Duration

Accreditation Basis

Client Seminar

ons for Number of

Points Accredited

Cancel **Confirm**

Notification Form (cont'd)

If no, list new presenter(s)

Terms & Conditions and Personal Information Collection Statement

Please confirm and agree to the following before submitting the form or proceeding to the next segment of course:

☐ I hereby:

i. confirm that I have reviewed the [criteria for CPO accreditation](#) and if applicable, the [criteria for RME accreditation](#) and made them known to each of the presenters;

ii. confirm that I have read the [Personal Information Collection Statement](#).

Finish and Submit

Read and agree to the “Terms & Conditions and Personal Information Collection Statement” and click “Finish and Submit”.

Submitted

Your notification form has been submitted.

Close

You will be directed to the “Accredited Provider Submission” page after you close the message.

Notification Form (cont'd)

Course Provider Home / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) evidence that the course is interactive; the interactive elements include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance records kept by the course provider demonstrating a participant has completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a Notification form).

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days

The entry will be shown here.

NEW NOTIFICATION FORM >

Course No.	Course Date	Course Title	Status	Submit Action
20230889	21/04/2023	Update on Personal Injuries Claims	Submitted	AMENDMENT
20230891	10/04/2023	Anti-Mondy Laundering	Submitted	AMENDMENT

Notification Form - Segmented Course [Step 1]

Notification Form

Provider Info.

* Course Provider

* Contact Person * Email Phone

Course Details

Please click [here](#) for accreditation guidelines.

* Mode of Delivery ☐ Face-to-face ☒ Live Webinar ☐ Multi-media

Mediation Accreditation (if applicable) ☐ General Mediation ☐ Family Mediation

* CPD/RME

* Course Code

* Course Title 16/500

* Course Date

* Course Time to

Break Duration

Lunch Duration

* Category

* Accreditation Basis

* Language

Client Seminar

* CPD Points

* Reasons for Number of

* Name & Title of Presenter(s) 10/500

* Course Venue/Access 7/500

Select "Segmented" if you are seeking for accreditation on a segmented basis.

Notification Form - Segmented Course [Step 2]

Notification Form

Provider Info.

* Course Provider: ABC Law Firm

* Contact Person: Wong Mary s/nr * Email: mary@abc.com Phone: 12345678

Course Details

Please click [here](#) for accreditation guidelines.

* Mode of Delivery: ☐ Face-to-face ☒ Live Webinar ☐ Multimedia

Mediation Accreditation (if applicable): ☐ General Mediation ☐ Family Mediation

* CPD/RME: CPD * Course Code: CL - Seminar/Lecture/Conference

* Course Title: Drafting - Day 1

* Course Date: 25/4/2025 * Course Time: 09:30 - 13:00

Break Duration: 00:15 Lunch Duration: 00:00

* Category: Family * Accreditation Basis: Segmented

* Language: English * Client Seminar: ☐ Yes ☒ No

* CPD Points: 4.0 * Reasons for Number of Points Accredited:

* Name & Title of Presenter(s): Peter Chan

* Course Venue/Access: Webinar

Course Materials/ Supporting Documents

Attachment: Document(s) Uploaded:

Other Information

Accredited Before? Has a course or any part of a course of a similar nature been offered and accredited?

☐ Yes ☒ No

If yes, please indicate title, dates, and sponsoring agency:

If yes, please indicate no. of any CPD points awarded:

Where the same presenter(s) used?

☐ Yes ☒ No

If no, list new presenter(s):

Terms & Conditions and Personal Information Collection Statement

Please confirm and agree to the following before submitting the form or proceeding to the next segment of course:

☒ I hereby:

i. confirm that I have reviewed the [criteria for CPD accreditation](#) and if applicable, the [criteria for RME accreditation](#) and made them known to each of the presenters;

ii. confirm that I have read the [Personal Information Collection Statement](#).

Finish Last Segment and Submit

Submit and Go to next Segment

Complete the requisite course information for the first segment. Then click "Submit and Go to next Segment" to proceed to the next segment.

Document(s) Unloaded

Submitted

The course information of the previous segment of the course has been copied in this form. You must modify the content of this form. You may click "Submit and Go to Next Segment" if there are more session(s) of the course.

Read the reminder and click "Close". A new form for the second segment will be created.

Notification Form - Segmented Course [Step 3]

Notification Form

Provider Info:

* Course Provider: ABC Law Firm

* Contact Person: Wong Mary 9/50 * Email: mary@abc.com Phone: 12345678 8/20

Course Details

Please click [here](#) for accreditation guidelines.

* Mode of Delivery: ☐ Face-to-face ☒ Live Webinar ☐ Multi-media

Mediation Accreditation (if applicable) ☐ General Mediation ☐ Family Mediation

* CPD/RME: CPD * Course Code: CL - Seminar, Lecture, Conference

* Course Title: Drafting - Day 2

* Course Date: 21/4/2023 * Course Time: 09:30 to 13:00

Break Duration: 00:15 Lunch Duration: 00:00

* Category: Family * Accreditation Basis: Segmented

* Language: English Client Seminar: ☐ Yes ☒ No

* CPD Points: 4.0 * Reasons for Number of: Duration of Course

Points Accredited

* Name & Title of Presenter(s): Peter Chan

* Course Venue/Access: Webinar

hyperlink

Some course information on the first segment will be copied in here. You may need to edit the pre-filled information for the second segment:

- i. Course Title (e.g. xxx - Day 2)
- ii. Course Date
- iii. Course Time
- iv. Break Duration
- v. Lunch Duration
- vi. CPD Points
- vii. Name & Title of Presenter(s)

Please repeat Steps 2 and 3 if you have further segment(s).

Notification Form - Segmented Course [Step 4]

Terms & Conditions and Personal Information Collection Statement

Please confirm and agree to the following before submitting the form or proceeding to the next segment of course:

☒ I hereby:

- i. confirm that I have reviewed the [criteria for CPD accreditation](#) and if applicable, the [criteria for RME accreditation](#) and made them known to each of the presenters:
- ii. confirm that I have read the [Personal Information Collection Statement](#).

Finish Last Segment and Submit

Submit and Go to next Segment

Click “Finish Last Segment and Submit” after you have completed the information for the last segment of the course.

Submitted

Your notification form has been submitted.

Close

You will be directed to the “Accredited Provider Submission” page after you close the message.

Notification Form - Segmented Course [Step 5]

Accredited Provider Submission

Course by Course Submission

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Course Provider Home ▾ / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) evidence that the course is interactive; the interactive elements include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance records kept by the course provider demonstrating a participant has completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a Notification Form for RME Elective courses.)

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

Entries of all segments of course
will be shown here.



NEW NOTIFICATION FORM >

Course No.	Course Date	Course Title	Status	Submit Action
20230903B	21/04/2023	Drafting - Day 2	Submitted	AMENDMENT
20230903A	20/04/2023	Drafting - Day 1	Submitted	AMENDMENT

Notification Form (cont'd)

Accredited Provider Submission

Course by Course Submission



Course Provider Home / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) evidence that the course is interactive; the interactive elements include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance records kept by the course provider demonstrating a participant has completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

The status of the course will be changed from "Submitted" to "Approved" when the application is approved.



NEW NOTIFICATION FORM >

Course No.	Course Date	Course Title	Status	Submit Action
20230891	27/03/2023	Anti-Mondy Laundering	Approved (CPD)	RETURN FORM EVALUATION

Amendment Form

Accredited Provider Submission

Course by Course Submission

Course Provider Home ▾ / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) details of the course content which may include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance details. The course provider must ensure that all participants have completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a Notification form).

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

[NEW NOTIFICATION FORM](#) >

Course No.	Course Date	Course Title	Status	Submit Action
20230889	21/04/2023	Update on Personal Injuries Claims	Submitted	AMENDMENT
20230891	10/04/2023	Anti-Money Laundering	Submitted	AMENDMENT

You are allowed to make amendment to the form when the status is shown as "Submitted".



Amendment Form (cont'd)

Amendment

Please complete the relevant field(s) where amendment(s) is necessary.

Course No. 20230889

Course Details

CPD/RME

Course Title

Course Date 26/5/2023

Break Duration HH:MM

Category

Language

CPD Points

Accreditation Basis As a whole

Client Seminar ☐ Yes ☐ No

Reasons for Number of Points Accredited

Name & Title of Presenter(s)

Course Venue/Access hyperlink

Submit

Please amend the relevant field(s) only and then click "Submit". It is unnecessary to retype the other course information.

E.g. If a course is rescheduled, you will have to input the new course date only.

Amendment Form (cont'd)

Submit

! Are you sure submit the form ?

Cancel OK

After clicking “Submit”, a pop-up message will appear. Please click “OK” to confirm.

Submitted

The amendment form has been submitted.

Close

You will return to the “Accredited Provider Submission” page after clicking “Close” in the message. The course information will be updated.

Course Provider Home > / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

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RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a Notification form).

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

[NEW NOTIFICATION FORM](#)

Course No.	Course Date	Course Title	Status	Submit Action
20230889	26/05/2023	Amendment Update on Personal Injuries Claims	Submitted	AMENDMENT
20230891	27/03/2023	Anti-Money Laundering	Approved (CPD)	RETURN FORM EVALUATION

Return Form

Course Provider Home ▾ / Accredited Provider Submission

Accredited Provider Submission

Seeking Accreditation of Course

CPD Course

Face-to face course, live webinar or multi-media course

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

For live webinars, it is necessary to provide login ID & password or other means for the Law Society's access to the course online.

Recorded Course (Guideline 7 of the CPD Information Package)

Please submit an [Application form](#) not less than 4 weeks in advance of the course.

It is necessary to provide (i) a copy of the course materials; (ii) access to the course on-line in order for the Society to monitor the course; (iii) evidence that the course is interactive; the interactive elements include but are not limited to quizzes and exercises; (iv) details of the technical support services available to participants; and (v) attendance records kept by the course provider demonstrating a participant has completed the course in full.

RME Elective

For CPD Accredited Providers:

Please submit an [Application form](#) not less than 6 weeks in advance of the course. (It is unnecessary to submit a Notification form).

For CPD and RME Accredited Providers:

Please submit a Notification Form (see below) not less than 14 days in advance of the course.

After Conducting the Course

Please submit (i) a Return Form and (ii) a summary of evaluations completed by participants not more than 7 days after the course.

The “RETURN FORM” button will be shown here after the course is approved. You are allowed to submit a return form after the course was held.

NEW NOTIFICATION FORM >

Course No.	Course Date	Course Title	Status	Submit Action
20230889	26/05/2023	(Amdndment) Update on Pesonal Injuries Claims	Submitted	AMENDMENT
20230891	27/03/2023	Anti-Mondy Laundering	Approved (CPD)	RETURN FORM VALUATION

Return Form (cont'd)

Return Form

Course No. 20230891

Course Details

* CPD/RME Course Code

* Course Title Anti-Money Laundering 25/100

* Course Date 27/3/2023 * Course Time Start Time to End Time

Break Duration Lunch Duration

* Category * Accreditation Basis

* Language Client Seminar ☐ Yes ☐ No

* CPD Points * Reasons for Number of Points Accredited

* Name & Title of Presenter(s) 50/100

* Course Venue/Access hyperlink 50/100

Course Outline

Time of each session (00:00-23:59)	Topic of each session	Presenter(s)	Teaching technique used in each session	Duration of each session
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

+ Outline

Course Materials/ Supporting Documents

Total Pages Provider may be asked to provide the course materials upon request.

Attachment

Upload Document(s)

Document(s) Uploaded	Action
<input type="text"/>	<input type="text"/>

+ UPLOAD FILE

Participants

* No. of Participants Registration Fee (HKD)

* Audience Description 50/100

Fill in the requisite course information.

Return Form (cont'd)

* Audience Description 0/200

Terms & Conditions and Personal Information Collection Statement

Please confirm and agree to the following before submitting the form or proceeding to the next segment of course:

☐ I hereby:

- confirm that I have reviewed the [criteria for CPD accreditation](#) and if applicable, the [criteria for RME accreditation](#) and made them known to each of the presenters;
- confirm that I have read the [Personal Information Collection Statement](#).

Finish and Submit

Read and agree to the “Terms & Conditions and Personal Information Collection Statement” and click “Finish and Submit”.

Submitted

The return form has been submitted. Please be reminded to submit an evaluation summary.

Close

Read the reminder and click “Close”.

[Course Provider Home](#) ▾ / [Accredited Provider Submission](#)

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Evaluation Form (cont'd)

Evaluation Summary

Course No:

Course Provider:

Course Title:

Course Date:

* No. of Participants:

* No. of Evaluation Received:

1. General Evaluation: How would the attendees rate today's course?

* Excellent * Good * Fair * Poor

2. Presenter Evaluation

* Name	* Title
Information	* Excellent <input type="text"/> * Good <input type="text"/> * Fair <input type="text"/> * Poor <input type="text"/>
Organization	* Excellent <input type="text"/> * Good <input type="text"/> * Fair <input type="text"/> * Poor <input type="text"/>
Delivery	* Excellent <input type="text"/> * Good <input type="text"/> * Fair <input type="text"/> * Poor <input type="text"/>

+ Presenter

3. Content: Did the content meet the attendees' needs/expectations? Please explain.

4. Presentation: How could the style of presentation be changed to meet the attendees' needs?

5. Materials: How would the attendees like to see the course materials improved?

6. Miscellaneous: Please give us the attendees' suggestions for other course they would like the course provider to present.

7. About themselves: Please help us create...

<input type="text"/>	Trainee solicitor	<input type="text"/>	Solicitor admitted for less than 3 years
<input type="text"/>	Solicitor admitted for 3 to 5 years	<input type="text"/>	Solicitor admitted for over 5 years
<input type="text"/>	Other, please specify	<input type="text"/>	

Finish and Submit

Please fill in the form and click
“Finish and Submit” after
completion.

Close the pop-up message to return
to the “Accredited Provider
Submission” page.

Submitted

The Evaluation Summary has been submitted. Please be reminded to submit a return form.

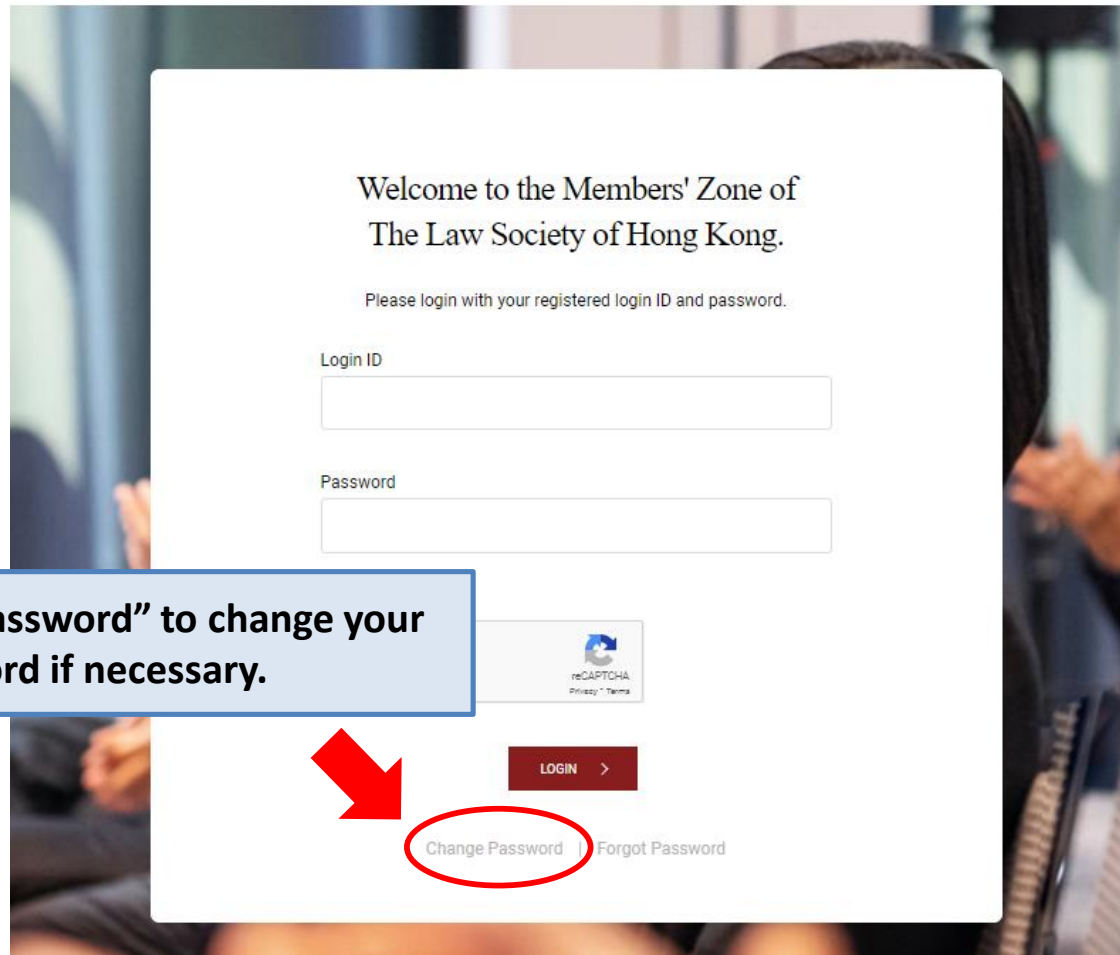
Close

Change Password

Course Provider Home ▾ / Login Provider' Zone

Login Provider' Zone

Welcome to the Members' Zone of The Law Society of Hong Kong.




Welcome to the Members' Zone of
The Law Society of Hong Kong.

Please login with your registered login ID and password.

Login ID

Password


reCAPTCHA
Privacy * Terms

LOGIN >

[Change Password](#) | [Forgot Password](#)

Click “Change Password” to change your password if necessary.

Change Password (cont'd)

Welcome to the Members' Zone of The Law Society of Hong Kong.

1. Please enter your registered login ID and your old and new passwords.
2. After you click the Submit Button, a message will be shown confirming your change of new password. If you do not see the message, please re-enter this web page and try again.
3. The new password should contain a minimum of 6 digits and maximum 20 digits, with a combination of upper and lower case letters and numbers or special characters without space.
4. You should not use words or phrase that can easily be guessed or detected.

* You may change your password as many times and as often as you like free of charge. After you change your password, please keep it in a safe place

Login ID

Current Password

New Password

Confirm New Password

Captcha

☐ I'm not a robot


reCAPTCHA
[Privacy](#) • [Terms](#)

SUBMIT >

Complete the form.

Change Password (cont'd)



Forget Password

Course Provider Home ▾ / Login Provider' Zone

Login Provider' Zone

Welcome to the Members' Zone of The Law Society of Hong Kong.

Welcome to the Members' Zone of
The Law Society of Hong Kong.


Please login with your registered login ID and password.

Login ID

Password

Captcha

☐ I'm not a robot


reCAPTCHA
Privacy · Terms


[LOGIN >](#)

[Change Password](#) [Forgot Password](#)

Click “Forgot Password” to retrieve your password.

Forget Password [Step 1]


Find Legal Services | EN ▾

 **LAW SOCIETY**
OF HONG KONG
香港律師會

LOGIN

Course Provider Home ▾

Forgot Password




Need help? I have forgotten my Login ID.
Click [here](#) for assistance.

Enter your Login ID:

Login ID *

Captcha *

☐ I'm not a robot 

[NEXT](#) >

* information must be provided

Enter "Login ID" and click
"NEXT" to continue.

Forget Password [Step 2]

Course Provider Home ▾

Forgot Password



Need help? I have forgotten my Login ID.
Click [here](#) for assistance.

Enter your email address registered for reset password. We'll send instructions on how to reset your password to you by email.

Correspondence Email Address : i****@hk****g.hk

SUBMIT >

* Information must be provided.

Enter your registered email address *and* click "SUBMIT".

Course Provider Home ▾

Forgot Password

An email has been sent to jirene@hklawsoc.org.hk. Please follow the instructions in the email to reset your password.

Instructions on how to reset password will be sent to your email.

Forget Password [Step 3]



Click “Reset your password” in the email.

You will be directed to Law Society’s website.

****This hyperlink is valid for 2 hours only.***

Yours faithfully,

Finance and Administration Department
The Law Society of Hong Kong

Forget Password [Step 4]

Find Legal Services | EN ▾



LOGIN

Course Provider Home ▾

Reset Password

Welcome back to complete the retrieve password process.

1. Please write down your Login ID.
2. Enter your new passwords.
3. The new password should contain a minimum of 6 digits and maximum 20 digits, with a combination of upper and lower case letters and numbers or special characters without space.
4. You should not use words or phrase that can easily be guessed or detected.

LoginID	<input type="text" value="CPLS079308"/>
New Password	<input type="password"/>
Confirm New Password	<input type="password"/>

SUBMIT >

“LoginID” is prefilled.

Enter and confirm your new password.

Forget Password [Step 5]

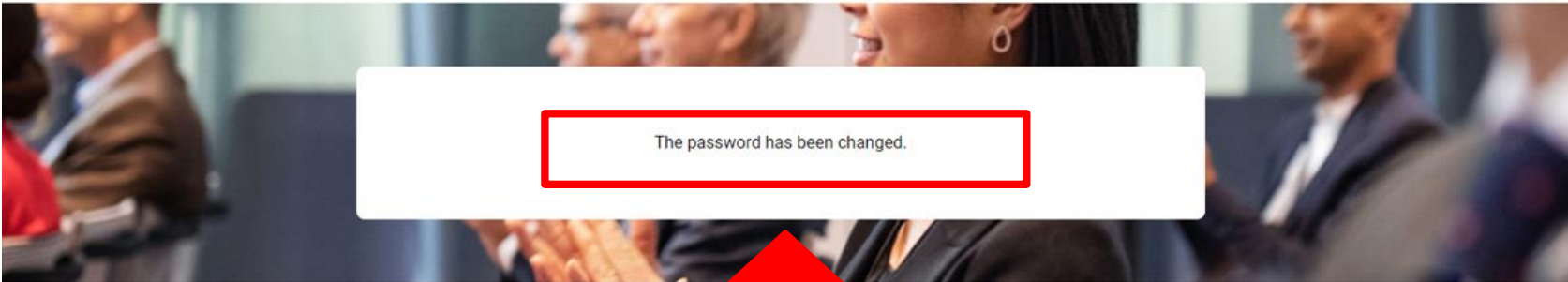
Find Legal Services | EN ▾



LOGIN

Course Provider Home ▾

Reset Password

A screenshot of a web page showing a successful password reset. The background is a blurred image of people in a meeting. A white rectangular box is centered on the page, containing a red-bordered rectangle with the text 'The password has been changed.' A large red arrow points from a blue box below to the red-bordered rectangle.

The password has been changed.

**A message showing successful
change of password.**