

Pupillage Application Form

Thank you for deciding to apply to 1 Hare Court. Information about this form, and the timetable is set out on the last page. If you require any assistance or have any problems completing this form, please contact us by email: [pupillageapplication@1hc.com](mailto:pupillageapplication@1hc.com)

**Please download this form, complete it and email it in PDF format to** [**pupillageapplication@1hc.com**](mailto:pupillageapplication@1hc.com) **in accordance with the instructions on the last page.**

All initial communication regarding your application will be made via email. Please ensure that you enter a valid email address and check your inbox regularly.

**Please note that we operate a name, school, and university blind recruitment policy at the paper stage**. Please do not include references to specific educational institutions in your answers except where this is specifically requested. If in your answers to questions 7 – 12 you wish to make reference to an achievement at school/university please do so in a neutral manner that does not indicate a specific educational institution. For example, write “While I was chair of my university law society …” not “While I was chair of Warwick University law society”.

## Personal Details

|  |  |
| --- | --- |
| Title |  |
| Surname/Family Name |  |
| First Name(s) |  |
| Home Address |  |
| Correspondence Address  *(If different from Home Address)* |  |
| Mobile or Home Telephone |  |
| Inn of Court |  |
| Membership status and number |  |

## Secondary education

Please provide details of ‘A’ levels (or equivalent) and principal degree (or postgraduate study if undertaken) to date.

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| --- | --- | --- | --- |
| **Date** | **Institution** | **Qualification** | **Grade** |
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## Legal Education/ BPC

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| --- | --- |
| **Legal education** | |
| Course type |  |
| Institution |  |
| Grade |  |
| Dates of study from/to |  |
| **BPC (if applicable)** | |
| Status |  |
| Grade |  |
| Dates of study from/to |  |
| Proposed date of call |  |

3(i). What have you been doing / do you intend to do between the completion of the Bar course and the start of pupillage? (*max. 100 words*)

## Employment History

Please provide details, in chronological order (earliest first), of previous employment you consider relevant to this application. Please include mini pupillages and other work experience placements or marshalling (in which event, please indicate chambers and/or supervisor, and area of law seen). This need not be legal work experience.

|  |  |  |  |
| --- | --- | --- | --- |
| **From/ To** | **Employer/Chambers** | **Position, Responsibilities and Achievements (*max 30 words per role*)** | **Area of Law (if applicable)** |
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## Legal Knowledge and Experience

**APART** from that gained (a) during study for a legal qualification and (b) during mini pupillage or marshalling, please give brief details of any knowledge or experience you have gained in the law, and how you gained that experience? If you have been able to gain only limited knowledge or experience of the law please explain why, including any attempts you have made to obtain experience of the law and/or any limitations on your ability to do so. (*max. 150 words*)

## Awards, Prizes and Scholarships

Please give details of any relevant awards, prizes or scholarships that you have received.

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| --- | --- | --- | --- |
| **Year** | **Awarding Institution** | **Name and details of award** | **Monetary value (if any)** |
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## Why do you want to be a family law barrister? (*max. 200 words*)

1. Why should we choose you as a pupil at 1 Hare Court? *(max. 200 words)*
2. Tell us about a recent family law case which you believe is interesting and/or wrongly decided and why *(max. 200 words)*
3. Please give an example of a time when you persuaded someone to change their mind. Please provide details of the situation, what you did or said, and the end result *(max. 200 words)*
4. Please describe a situation from your life where you have shown resilience. Please provide details of the situation, what you did or said, and the end result *(max. 150 words)*

## Please set out any extenuating circumstances which you consider relevant to your application, if appropriate (*max. 150 words)*

## Referees

Please give the names, telephone numbers and email addresses of **TWO** referees. Bear in mind the more experience your referees have of your legal ability and/or capabilities as an advocate, the more useful they will be to us in considering your application. These references will be requested only if you reach the second round stage of interviews.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Professional Address** | **Email** | **Telephone** |
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1. Accessibility

We are committed to equal opportunities and diversity and aim to ensure that everyone who wishes to do so can participate fully in our pupil selection process. Are there any arrangements which we will need to make to enable you to do so? For the avoidance of doubt, there is no requirement to disclose such information, and any information disclosed will not be used as part of the selection process.

Declaration

I confirm that the contents are true to the best of my knowledge and belief.

Signed (digitally)

**………………………………………………………….**

Letter

Description automatically generated with medium confidence

# Before submitting your application

Before emailing your completed application form, please save as a PDF in the following format:

**[Your Name] 1HC Pupillage Application yyyy.pdf**

e.g., Sarah Jones 1HC Pupillage Application 2023.pdf

1. **Application deadline**

Applications for pupillage open on **3 January 2024**. Applications should be sent to [pupillageapplication@1hc.com](mailto:pupillageapplication@1hc.com).

The deadline for applications for pupillage is **4pm on 7 Feb 2024**. No late applications will be accepted.

If you would like to discuss any reasonable adjustments to the recruitment process, please contact Sarah Hardwicke at [sarah@1hc.com](mailto:sarah@1hc.com) . This information will not be used in the selection process.

On receipt of your application, we will send an acknowledgement email within 5 working days. If you do not receive our acknowledgement within this time frame please contact the pupillage team at [pupillageapplication@1hc.com](mailto:pupillageapplication@1hc.com) .

# Approximate timetable

* The selection of the applicants invited for a first round interview will usually take place in late March 2024.
* First round interviews will usually take place in late March/early April 2024.
* Second round interviews will usually take place in late April/early May 2024.
* Pupillage offers will be made on 10 May 2023 at 9am in accordance with the Pupillage Gateway timetable.
* Applicants who are invited to attend either a first or second round interview will be notified in the event their application is unsuccessful. Feedback will be available for unsuccessful second round interviewees only on request.