A picture containing text

Description automatically generated**Pupillage Application Form**

**Pupillage commencing Autumn 2024**

Thank you for applying for pupillage at Mountford Chambers. Please download this form, complete it and email it back as explained on the last page. If you require any assistance or have any problems completing this form, please contact Orla O’Sullivan, our Chambers Administrator, on 020 7936 6300 or email: [orlaosullivan@mountfordchambers.com](mailto:orlaosullivan@mountfordchambers.com)

**Personal contact details**

|  |  |
| --- | --- |
| **Title: \*** |  |
| **Surname/Family Name: \*** |  |
| **First Name(s)/Preferred Name: \*** |  |
| **Home Address: \*** |  |
| **Correspondence Address:**  *(If different from above)* |  |
| **Mobile: \*** |  |
| **Email: \*** |  |
| **Home/Other Telephone:** |  |
| **Dates unavailable for interview: \***  *(Please note interview dates displayed on our website and at the end of this form)* |  |

\* denotes a required entry

**ALL INITIAL COMMUNICATION REGARDING YOUR APPLICATION WILL BE MADE VIA EMAIL SO PLEASE ENSURE THAT YOU ENTER A VALID EMAIL ADDRESS AND PROMPTLY NOTIFY US OF ANY CHANGES TO YOUR CONTACT DETAILS**

**Cells in all tables below should expand as required.**

**Please feel free to add or remove rows.**

1. **Education**

Please provide details of any under-graduate or post-graduate qualifications to date (excluding BPTC).

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| --- | --- | --- | --- | --- |
| **Date** | **Qualification** | **Institution** | **Class/Grade** | **Predicted C/G** (if applicable) |
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1. **Bar Course (BPTC/BPC/BTC etc)**

Have you completed your Bar Course?

**Yes**  Please complete 2a)

**Currently undertaking** Please complete 2a)

**No, not commenced** Please complete 2b)

1. Please provide details of your course, institution and grades (if not yet completed/assessed write “awaiting”)

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| --- | --- |
| **Course provider** |  |
| **Course name** |  |
| **Course dates** |  |

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| --- | --- | --- | --- |
| **Compulsory modules** | **Grade** | **Elective modules** | **Grade** |
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b) Have you applied for a place on a BPTC course?

**Yes**

**Place secured**

**No**

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| **Course provider** |  |
| **Course start date** |  |
| **Mode of study**  (full-time; part-time) |  |

c) Extenuating Circumstances - academic

If you feel that your degree or Bar Course marks are not reflective of your ability, please set out any relevant circumstances.

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1. **Career history**

Please tell us about any non-legal work you have undertaken and expand upon your responsibilities if you feel that it enhances your application [Maximum 150 words for each entry]

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| **Dates from/to** | **Employer** | **Address** | **Area/Responsibilities** |
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1. **Legal experience**

Please tell us about any legal work you have undertaken and expand upon your responsibilities if you feel that it enhances your application [Maximum 150 words for each entry]

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| **Dates from/to** | **Type of experience** | **Location** | **Area/Nature of work**  **and what you learned** |
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1. **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** |
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1. **Advocacy Experience**

Please set out your advocacy experience here [Maximum of 150 words per entry].

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| --- | --- | --- | --- |
| **Date from/to** | **Type of experience** | **Location** | **Details of experience** |
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1. **Choose a recent case or development in one of Chambers core practice areas (Crime, Financial Crime, Professional Discipline, Inquests) which has caught your attention and explain why you find it interesting. [Maximum 300 words]**

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1. **What skills do you have that will make you a successful barrister? [Maximum 300 words]**

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1. **Please argue either for or against the proposition “The government’s Public Order Bill is a proportionate response to climate change protestors who are targeting the public (rather than large oil companies)” [Maximum 300 words]**

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1. **If you have faced adversity in relation to education, health, or other personal circumstances and you believe this ought to be considered in assessing your application, please explain what challenge(s) you have faced and what you have done to overcome it/them [Maximum 200 words]**

*This question is optional. It is intended to provide an opportunity for applicants who have overcome adversity to demonstrate this. Applicants are not required to answer this question if they feel it does not apply to them or if they would prefer not to. Answers to this question will not be marked for any criterion other than overcoming adversity.*

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1. **Accessibility and flexibility**

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?

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**I confirm that the information given in this application is true to the best of my knowledge and belief.**

**Signature:**

**Date:**

**Graphical user interface

Description automatically generated with low confidence**

Thank you for applying to Mountford Chambers

Please return your completed application form to [pupillage@mountfordchambers.com](mailto:pupillage@mountfordchambers.com) saved as a .pdf document with the following file name “Your Name Mountford Pupillage Application ddmmyyyy.pdf”. Eg. Jane Doe Mountford Pupillage Application 01022022.pdf

Applications need to be returned by no later than 5pm on 9th February 2023. Any application received after this date will NOT be considered.

On receipt of your application, we will send an acknowledgement email within 48 hours. If you do not receive our acknowledgement within this time frame, please contact Orla O’Sullivan on 020 7936 6300 or [orlaosullivan@mountfordchambers.com](mailto:orlaosullivan@mountfordchambers.com)

Your application will be anonymised: it will be assigned a candidate number and the first page and the last two pages will be removed before it is marked. Each application is marked by two different members of Chambers. All members of Chambers involved have completed the Bar Council’s Fair Recruitment training.

**Timetable**

* Opening date for applications: 11am on 4th January 2023
* Closing date for applications: 11:59pm on 8th February 2023
* First round interviews: tbc
* Second round interviews: tbc
* Offers of Pupillage will be made at 10am on 5th May 2023