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| Inn Membership Number: |  |
|  |  |

**Application for Call to the Bar**

**Hilary Term – March 2020**

**PLEASE COMPLETE THIS FORM IN BLOCK CAPITALS**

|  |  |
| --- | --- |
| FORENAMES IN FULL: |  |
| SURNAME: |  |
| NAME FORMAT IF NOT STANDARD WESTERN FORMAT\*:  |  |
| PLEASE WRITE OUT HOW YOUR NAME IS PRONOUNCED IF IT IS NOT OBVIOUS: |  |
| CORRESPONDENCE ADDRESS: |  |
| VALID TO DATE IF YOU WILL BE LEAVING THIS ADDRESS PRIOR TO CALL: |  |
| MOBILE NUMBER: |  |
| EMAIL ADDRESS: |  |
| BPTC PROVIDER: |  |
| BPTC ACADEMIC YEAR: |   | BPTC RESULT:  |
| DEGREE(S) OBTAINED (please give type i.e. LLB, BA and University): |  |
| LINCOLN’S INN SCHOLARSHIPS: |  |
| PLEASE NOTE THAT QUALIFYING SESSIONS ARE ONLY VALID FOR 5 YEARS PRIOR TO THE DATE OF YOUR CALL TO THE BAR. IF YOU COMPLETED ANY SESSIONS MORE THAN 5 YEARS BEFORE THE CALL YOU ARE APPLYING FOR, THEY WILL BE STALE AND YOU WILL HAVE TO REPLACE THEM. IF IN DOUBT, CONTACT THE OFFICE TO CHECK. |

\* This will be how your name will appear on your certificate

Please return the completed Call declaration and letters of recommendation to the address below by

 **4 pm on Friday 31st January**. NO LATE DOCUMENTATION WILL BE ACCEPTED. We require the original forms and letters as we do not accept scanned copies. Guidance on letters of recommendation can be found overleaf. Please ensure you inform us of any changes to your contact details, particularly your email, to ensure our records are up-to-date as we will be communicating via email with regards to the formalities for Call to the Bar.

**Return to: Andrew Smith, Registrar**

 **Education Department**

 **The Honourable Society of Lincoln’s Inn**

 **Lincoln’s Inn**

 **London WC2A 3TL**

**LINCOLN’S INN**

**CALL DECLARATION**

To the Masters of the Bench of the Honourable Society of Lincoln’s Inn

I, (full names) ……………………………………………………………………………………….……………………………………………………………………

of (address) ……………………………………………………………………………….………………………………………………………………………………

……………………………………………………………………………………………………………………………………………………………………………………

Email: …………………………………………………………………………………………………………………… Tel: ……………………………………………

for the purpose of being Called to the Bar do hereby **declare and undertake** as follows:

1. I confirm that the declaration which I made for the purpose of obtaining admission to this Inn was true in every respect when I made it.

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

1. Since I made that admission declaration:

(a) I have not been convicted of any criminal offence[[1]](#footnote-1) (nor been the subject of any pending proceedings[[2]](#footnote-2) for such an offence);

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

1. I have not been convicted of a disciplinary offence by a professional or regulatory body (nor been the subject of any pending proceedings for such an offence);

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

1. I have not been the subject of any bankruptcy order[[3]](#footnote-3), debt relief order[[4]](#footnote-4), or directors disqualification order[[5]](#footnote-5) bankruptcy restrictions order[[6]](#footnote-6) or debt relief restrictions order[[7]](#footnote-7)nor have I entered into an individual voluntary arrangement with creditors;

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

1. I do not suffer from serious incapacity due to mental disorder (within the meaning of the Mental Health Act 1983) nor addiction to alcohol or drugs, nor from any other condition which might impair my fitness to become a practising barrister.[[8]](#footnote-8)

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

*If any of the statements in paragraphs 1 to 3 above is incorrect in any respect, please delete the statement as appropriate.*

1. Except as disclosed below, I am not aware of any circumstance which has occurred while I have been a Student member of the Inn which might reasonably be thought to call into question my fitness to become a practising barrister.[[9]](#footnote-9)

|  |  |  |  |
| --- | --- | --- | --- |
| **TRUE** |  | **FALSE** |  |

*If you delete any of the statements in paragraphs 1 to 3 above or there is any other circumstance has occurred while you have been a Student* *which might reasonably be thought to call into question your fitness to become a* *practising barrister, please give details in the box below – use a continuation sheet if necessary and attach supporting documents. (****If giving details of a criminal conviction, please ensure you specify the sentence.****)*

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5. If called to the Bar I will, unless otherwise authorised, attend ………… Qualifying Sessions within a period of …... months immediately following my call.[[10]](#footnote-10)

6. So long as I remain a barrister, I will comply with the Code of Conduct of the Bar of England and Wales.

7. I understand that if this declaration is found to have been false in any material respect, or if I breach any undertaking given in it in any material respect, then that will constitute professional misconduct.

Dated …………………………………….. Signature ……………………………………………………………………………………………………

**LETTERS OF RECOMMENDATION**

Two letters of recommendation are required to be submitted with your Call application and by the deadline of Friday 31st January. These must be the original copies of the letters; we do not accept scanned or emailed copies.

The letters should be from responsible persons who know you currently and have known you for at least one year (12 months) or more. If the letter is from a BPTC tutor, an academic year will be acceptable. **These letters may not be from a spouse, fiancé(e), close relative or student colleague.**

Examples of persons suitable to write these letters:

* tutor from your university
* tutor from BPTC institution
* your mentor
* your doctor
* cleric of an established religion
* your employer

All letters of recommendation must have the referee’s original signature. We do not accept scanned signatures. Letters should preferably be on headed paper or bear an official stamp*.*

The required wording of the letter of recommendation is as follows:

#### “To the Masters of the Bench of Lincoln’s Inn

I **(*name and occupation*)** of **(*address*)** certify that I know **(*name of Applicant*)** and they have been known to me personally for the last **(*number*)** years. I have had the following opportunities to judge their character: ***(how you have known the student - this section must be completed)***

I believe **(*name of Applicant*)** is of good character and a fit and proper person to be Called to the Bar.

I am aware that the person for whom I am providing this letter may request a sight of this reference and that the Inn will permit this as required by the data protection act”

1. For this purpose a “criminal offence" means any offence, wherever and whenever committed, under the criminal law of any jurisdiction except (i) an offence for which liability is capable of being discharged by payment of a fixed penalty; and (ii) an offence which has as its main ingredient the unlawful parking of a vehicle. All convictions which are not spent within the meaning of the Rehabilitation of Offenders Act 1974 must be declared. Further all convictions required to be disclosed by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 must be declared, even if spent*.* [↑](#footnote-ref-1)
2. Proceedings are pending if (i) you are currently charged with, or (ii) you are on bail or in detention or custody (or have failed to surrender to custody) in connection with, any criminal offence. [↑](#footnote-ref-2)
3. 3 A “bankruptcy order” includes a bankruptcy order made pursuant to the Insolvency Act 1986 and any similar order made in any jurisdiction in the world. [↑](#footnote-ref-3)
4. For this purpose, a “debt relief order” includes a debt relief order made pursuant to the Insolvency Act 1986 and any similar order made in any jurisdiction in the world. [↑](#footnote-ref-4)
5. 5 A “directors disqualification order” includes a disqualification order made by a court, or disqualification undertaking accepted by the secretary of state, pursuant to the Company Directors Disqualification Act 1986 and any similar order or undertaking made or given in any jurisdiction in the world. [↑](#footnote-ref-5)
6. For this purpose a “bankruptcy restrictions order” includes a disqualification order made by a court or a bankruptcy restrictions undertaking accepted pursuant to the Insolvency Act 1986 and any similar order or undertaking made or given in any jurisdiction in the world. [↑](#footnote-ref-6)
7. For this purpose a “debt relief restrictions order” includes a debt relief restrictions order made by a court or a debt relief restrictions undertaking made or given in any jurisdiction in the world. [↑](#footnote-ref-7)
8. If you are a disabled person within the meaning of the Equality Act 2010 and are unable to make this declaration, then on application to the Inn consideration will be given as to whether reasonable adjustments can be made. [↑](#footnote-ref-8)
9. This includes any incident or behaviour which if known to the Inn might cause your application to be considered more carefully. If in doubt, disclose the incident/behaviour. Two examples are given by way of illustration but not as limitations on disclosure:

a. Receipt of a police caution.

b. A Court injunction or Anti-Social Behaviour Order restricting your conduct. [↑](#footnote-ref-9)
10. This paragraph should be deleted unless you are required to attend any Qualifying Sessions after call. [↑](#footnote-ref-10)