

Guidance for applications and in completing this form

1. The closing date for applications is 11th June 2010. Late applications will only be considered in exceptional circumstances.
2. Please complete an application form downloaded from the chambers website www.chanceryhouse.co.uk. Forms should be returned to the Chambers Pupillage Officer, Chancery House Chambers, 7 Lisbon Square, Leeds LS1 4LY in an envelope marked 'Pupillage Application Form'. Please do not submit multiple applications.
3. All information under a particular section in the form should be given in chronological order, starting with the latest item. You must ensure that you have accounted fully and chronologically for the period between your having attained the academic results detailed in section 1 of the form and your current application to us. If you fail to do that and leave unexplained gaps in the chronology, your application may be regarded as incomplete.
4. You may continue any answers on a separate sheet if need be. Do not alter the size of the text boxes on the application form.
5. Candidates for interview will be selected on the basis of the information contained in this form alone. CVs will not be considered. Candidates who have failed to give all the details specifically requested or to set out all relevant achievements and experience in their application form cannot expect to be given an opportunity to provide further details subsequently.
6. Candidates should not feel obliged to fill all of the space under each section. However, you should bear in mind point 5 above.
7. An acknowledgement of this form will be provided on request. You will be told via post and email by the end of 28th June 2010 if we wish to interview you. It is intended that interviews will take place over a weekend in early July 2010. If Chambers identifies a suitable candidate it is intended to make an offer during the first two weeks of August 2010.
8. Please inform us as soon as possible if you are unable to attend an interview.
9. If you are disabled it would be helpful if you could indicate what, if any, reasonable adjustments may be needed to enable you to attend for interview.
10. You do not need to return this page with your form.
11. We are an equal opportunities employer. There is attached to this form a standard questionnaire which will enable us to conduct statistical analysis of those applying to us in order to monitor our implementation of the Bar's Equal Opportunities Guidelines. Please complete as much of the questionnaire as you can if you have no objection to it. Your responses are anonymous, will be separated from your application form on receipt, will not be seen by those assessing your application, will not form any part of our assessment of your application, and will be treated confidentially.

2. Employment History

Please list your relevant employment history, if any.

3. Legal/Advocacy Experience

Please list any mini-pupillages, work experience, voluntary work or courses you have undertaken, giving dates. Also include any experience you have gained of advocacy, debating, mooting and public speaking, providing full details.

4. Areas of interest

Please tell us of any particular areas of law in which you are interested or propose to practise.

5. Chancery House Chambers

Please set out any particular reasons why you have applied to our chambers.

6. Commercial/Chancery Bar

Please describe why you have the qualities to succeed at the Commercial/Chancery Bar.

7. Hobbies and Interests

Please let us know what interests you.

8. Any other information

Please inform us of anything else which you believe is relevant to your application.

9. Referees

Please give the names and addresses of two referees who you are happy we should contact, at least one of whom should be an academic referee. Please do not supply pro forma letters. Please note we may discuss the contents of this form with your referees.

Name _____	Name _____
Position _____	Position _____
Address _____	Address _____
_____	_____
_____	_____
_____	_____
_____	_____
Post code _____	Post code _____

I confirm the contents of this form are true and wish to apply for a pupillage commencing in September 2011.

Signed: _____ Dated: _____