

## MINI PUPILLAGE APPLICATION FORM 2023 / 2024

**Closing date:** Friday, 20 October 2023

**Closing time:** 11:59pm

**Thank you for your interest in applying for a mini-pupillage with 39 Essex Chambers.**

**Please make sure you read our [mini-pupillage website page](#) for guidance before applying.**

**Mini-pupillage applications are currently being accepted until midnight on Friday, 20 October 2023.**

This year's mini-pupillages will take the form of a day event held at Chambers. There will be two events held, each lasting one day, on **Monday, 4 December 2023** and **Thursday, 11 January 2024**. You will be asked to express a preference for which day below. Unfortunately, we may not be able to accommodate everyone's preferences. Further details about the timetable for the day event is provided on our website.

In general, you should not apply to 39 Essex Chambers before the final year of your studies to complete the academic component of training for the Bar. This means that, as of 20 October 2023, you will have:

1. Completed a UK/ Republic of Ireland undergraduate law degree, qualifying law degree or conversion course;
- or
2. Started the final year of a UK/ Republic of Ireland undergraduate law degree, qualifying law degree or conversion course (this may be the first and only year in the case of a full-time conversion course).

If you are not in one of the categories set out above (if you are a first or second year undergraduate, for example), but nevertheless wish to undertake a mini-pupillage at 39 Essex Chambers before your final year, **you will need to provide a good reason as to why we should consider making an exception in your case** in the Eligibility section of this form. An example of a reason we have previously accepted is that of a student who will be spending the final year of their degree abroad, and wishes to undertake a mini-pupillage whilst still in the UK.

We apply the same criteria when selecting mini-pupils, pupils and tenants, namely:

- Intellectual Ability.
- Expressive Ability ( both written and oral)
- Interpersonal Skills
- Commitment, Resilience and Efficiency, and the related skills necessary to become a barrister, pursue a successful career at the Bar and to further the interests of Chambers.
- Interests in one or more areas of law in which Chambers specialises.

When completed, please email this application form, together with your Equal Opportunities Monitoring Questionnaire (if you choose to complete one, it is optional), to [mini.pupillage@39essex.com](mailto:mini.pupillage@39essex.com). You will receive an automatic confirmation of safe receipt.

*If you require this form in an alternative format, please contact [mini.pupillage@39essex.com](mailto:mini.pupillage@39essex.com) .*

**1. CONTACT DETAILS AND OTHER INFORMATION**

Name	
Preferred Title	
Preferred Pronoun	
Email Address	
Mobile	

**Home Address:**

House Name / Number	
Street	
Town	
County	
Post Code	
Country	

**2. DECLARATION**

<p>I believe that the information I have provided in this form is true. I understand that 39 Essex Chambers may in its discretion rescind any offer of mini-pupillage to me or terminate any mini-pupillage that is in progress if any information that I have provided is found to be misleading, materially incomplete or untrue.</p> <p>I confirm that I have not employed the use of A.I. to answer any of the questions below or otherwise generate this application.</p> <p>I have read the <a href="#">Privacy Notice</a> and I understand that 39 Essex Chambers will use this information for the purposes of processing my application form. I give my consent to the processing of my data and to use it for statistical information and reporting to the BSB and other regulators.</p>			
Print Name:		Signed:	

*- Please ensure the next section starts on a new page -*

Reference No (office use only): \_\_\_\_\_

### 3. SECONDARY / HIGH SCHOOL EDUCATION

Qualification gained [e.g., GCSE]	
Start date [month / year]	
End date [month / year]	
Subjects and grades	

### 4. UNIVERSITY EDUCATION

#### *Undergraduate degree:*

Type [BA / BSc / LLM etc.]	
Subject	
Institution	
Start date [month / year]	
End date [month / year]	
Result [expected / obtained]	

#### *Further undergraduate degree [if applicable]:*

Type [BA / BSc / LLM etc.]	
Subject	
Institution	
Start date [month / year]	
End date [month / year]	
Result [expected / obtained]	

***Postgraduate degree [if applicable]:***

Type [BA / BSc / LLM etc.]	
Subject	
Institution	
Start date [month / year]	
End date [month / year]	
Result [expected / obtained]	

***Further postgraduate degree [if applicable]:***

Type [BA / BSc / LLM etc.]	
Subject	
Institution	
Start date [month / year]	
End date [month / year]	
Result [expected / obtained]	

**5. EXTENUATING CIRCUMSTANCES AND FURTHER INFORMATION**

If there are any extenuating circumstances in relation to the results you have declared in section 2 and/or 3 (above) that you wish to let us know about, please use this space. In addition, if the grade you received in any of your degrees does not use the UK classification system and requires further explanation, please provide that information here:

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## 6. ELIGIBILITY

*In general, you should not apply for mini-pupillage before the final year of your studies to complete the academic component of training for the Bar. More information can be found on the academic component in Part 2 of the Bar Qualification Manual, available at [this link](#).*

Please tick the appropriate box below to indicate your eligibility for mini-pupillage.

**As of 31 October 2023:**

I will have completed a UK / Republic of Ireland undergraduate law degree, qualifying law degree or conversion course:	
I will have started the final year of a UK / Republic of Ireland undergraduate law degree, qualifying degree or conversion course [ <i>this may be the first and only year in the case of a full-time conversion course</i> ]:	
I am not in one of the above categories:	

<p>Please state which of the qualifications (if any) you have listed in section 3 (above) will permit you to complete the academic component of training for the Bar:</p>
<p>Alternatively, if you have ticked <i>“I am not in one of the above categories”</i>, please use this space to set out your <i>“good reason”</i> why your application should be considered:</p>

## 7. APPLICATION QUESTIONS

Please answer the following questions relating to your application, remaining within the word limit indicated for each question. We strongly advise you to refer to the application criteria set out at the top of this form and on our website.

<b>Why have you applied to 39 Essex Chambers for a mini-pupillage?</b> <i>[100 words]</i>
<b>What positions of responsibility have you held?</b> <i>[150 words]</i>
<b>Please provide details of any scholarships, prizes or awards you have achieved.</b> <i>[200 words]</i>

**Please provide details of any relevant legal work you have, such as mooting, mini-pupillages and marshalling. [200 words]**

**Please provide details of any relevant *non*-legal work experience you have. [200 words]**

**Is there anything else you would like us to know? [150 words]**

## 8. DATE PREFERENCE

Please indicate whether you have a preference for one of the following mini-pupillage days:

<b>Monday, 4 December 2023</b>	
<b>Thursday, 11 January 2024</b>	
<b>No preference</b>	

## 9. YOUR REQUIREMENTS

<b>Please use this space to tell us about any assistance, facilities or reasonable adjustments you would require while undertaking a mini-pupillage with 39 Essex Chambers:</b>



## 10. CONTINUATION

**To be completed only if you have run out of space in any of the other sections. Please ensure you include the numbers of the questions to which you are referring:**