

Confidential Application Form

General details

Personal Details	
Mr / Mrs / Miss / Ms (delete as appropriate)	Name (in full):
Home address	Term address
Home telephone	Term telephone
Expected dates to be at home address	Expected dates to be at term address
Email address	

Education

Secondary education - GCSE level (or equivalent)	
Name and address of school	GCSE results:
If there are any facts you feel we should be aware of regarding your performance at GCSE level (or equivalent), please explain them in the space below:	
Further education - A/AS level (or equivalent)	
Name and address of school or college:	Subject, level and grade:
If there are any facts you feel we should be aware of regarding your performance at A/AS level (or equivalent), please explain them in the space below:	

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Education continued

Higher education			
Name and address of university:		Degree subject	
Final degree awarded (if known):			
First year degree subjects and results			
Subject:		Exam result:	
Second year degree subjects and results:			
Subject:		Exam result:	
Third year degree subjects and results:			
Subject:		Exam result:	
Fourth year degree subjects and results:			
Subject:		Exam result:	
<p>If there are any facts you feel we should be aware of regarding your final result, or your performance during your degree, please explain them in the space below:</p>			
<p>If your degree is a non-law degree, when and where will you undertake the CPE?</p>			
<p>If you have already completed the Legal Practice Course, please complete the following:</p>			
Legal Practice Course results			
Subject:	Grade:	Subject:	Grade:

Work experience

Legal work experience
Position and duties:
Non-legal work experience
Other skills
Please tell us about your IT skills:
If you have any foreign language skills, please tell us about them:
Have you been travelling, or been involved with any charity or volunteer work you would like to tell us about?

Tell us about you (please continue on an A4 sheet)

Why do you want to be a solicitor?
What interests you about LA?
What are you looking for from your training contract?
What do you feel you can offer LA?
What are your hobbies and interests?
Tell us an interesting fact about you
And finally...if you were able to create a new law, what would it be and why?

References

Academic referee	
Name:	
Address:	
Occupation:	
Telephone:	
Personal referee	
Name:	
Address:	
Occupation:	
Telephone:	

How did you hear of LA?

<input type="checkbox"/> University Careers Services
<input type="checkbox"/> LA website
<input type="checkbox"/> Chambers and Partners Guide to the UK Legal Profession
<input type="checkbox"/> Training and pupillage handbook
<input type="checkbox"/> I am a client or a relative/friend of a client of LA
<input type="checkbox"/> I am a relative/friend of a member of staff at LA
<input type="checkbox"/> Personal recommendation
<input type="checkbox"/> Other (please specify) _____

Under the Data Protection Act 1998 the information you have provided above is known as your personal data. This form and any supporting documentation will be destroyed within 3 months if you are not short listed for interview, and 6 months if you are interviewed and not appointed.

We will process your personal data for our internal records. We may also need to disclose your details to persons nominated as personal referees so that references may be obtained.



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