

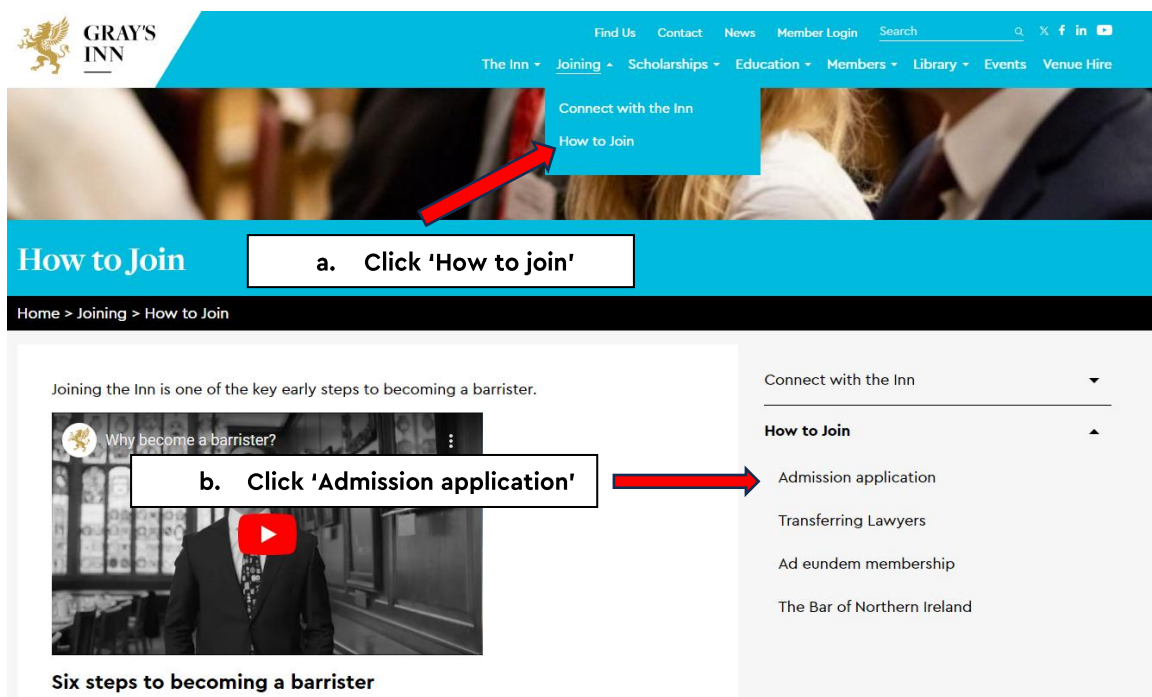
## Process for Joining the Inn as a Student Member

Please read this guidance in full before applying

### To consider before applying

- You are eligible to apply for membership to the Inn from the second year of your qualifying law degree, demonstrating you have achieved a minimum of a lower second class.
- You are to apply for membership if you have been accepted into a Graduate Diploma in Law (GDL) conversion course, you undertook a non-law qualifying degree and achieved a minimum of a lower second class.
- You must submit your application 12 weeks prior to starting your Bar Course. Should you submit your application less than 12 weeks prior, you must request an extension to our Admissions team by emailing your reasons for requesting an extension. These will be reviewed on a case-by-case basis. Any applications submitted that have not provided this will not be processed.
- You must include any declarations in your application. These are reviewed on a case-by-case basis. Failure to provide this information will result in your application to the Inn being denied.

### Applying



The screenshot shows the Gray's Inn website interface. At the top, the Gray's Inn logo is on the left, and a navigation bar contains links for 'Find Us', 'Contact', 'News', 'Member Login', and 'Search'. Below this, a secondary navigation bar lists 'The Inn', 'Joining', 'Scholarships', 'Education', 'Members', 'Library', 'Events', and 'Venue Hire'. A red arrow points to the 'How to Join' link in this secondary navigation bar. Below the navigation bar, a blue banner reads 'How to Join' with a sub-section 'a. Click 'How to join'' in a white box. Below the banner, a breadcrumb trail reads 'Home > Joining > How to Join'. The main content area features a video thumbnail titled 'Six steps to becoming a barrister' with a red play button. A red arrow points from this video to a dropdown menu on the right. The dropdown menu is titled 'How to Join' and lists four options: 'Admission application', 'Transferring Lawyers', 'Ad eundem membership', and 'The Bar of Northern Ireland'. A red arrow points to the 'Admission application' option.

# Admission application

Home > Joining > How to Join > Admission application

Prior to starting the admission application, it is essential that you read the [Joint Inns Education and Qualification Rules \(PDF\)](#), and the [read the Inn's Data Privacy Notice](#)

APPLY FOR STUDENT MEMBERSHIP



c. Click 'Apply for student membership'

If you are a transferring lawyer, please see the [transferring lawyers page](#) for details on how to join the Inn.

Contact the [Admissions Team](#) should you have any queries regarding your application.

Connect with the Inn

How to Join

Transferring Lawyers

Ad eundem membership

If you have previously made an account, you can click on **'Previously registered'** which will take you to our log-in page.

If you are having issues logging into an account, you have previously created:

- Click on 'Forgotten password' before attempting to log in as this could suspend your account.
- If there is still an issue with logging in, please email [admissions@graysinn.org.uk](mailto:admissions@graysinn.org.uk).

You will be asked to create an account for your application.

2.



GRAY'S  
INN

## Online Inn Membership Applications

[Previously registered?](#)

### Set up new Login Account

Email Address:

Surname:

Forename:

Password:  (Between 8-15 characters, must contain upper and lower case letters and a number)

Confirm Password:

SUBMIT

Enter all of the details above – please check your inbox for a registration confirmation link. You will need to activate this before you can log in.

**Please do not register more than once with different email addresses.**

3.



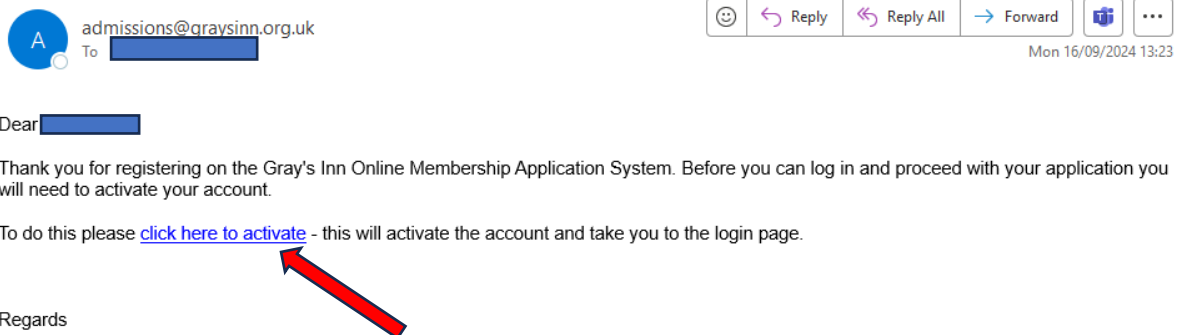
GRAY'S  
INN

## Online Membership Application System

Congratulations, your account has been created – please check your inbox for the registration confirmation link. You will need to activate this before you can log in.

You will receive an automatic e-mail notification asking you to activate your account once you have registered. If you have not received this, please check your junk/spam.

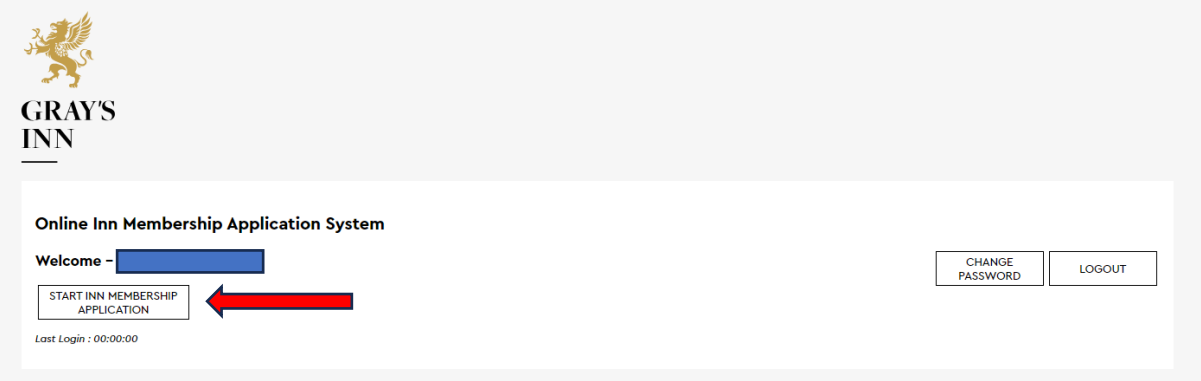
4. Gray's Inn Online Membership Application System - Account Activation



The screenshot shows an email header with a blue circular profile icon containing the letter 'A', the sender address 'admissions@graysinn.org.uk', and a redacted recipient address. Action buttons for 'Reply', 'Reply All', 'Forward', and a share icon are visible. The date and time 'Mon 16/09/2024 13:23' are in the top right. The body of the email starts with 'Dear [redacted]', followed by a thank you message and a link 'click here to activate' which is highlighted with a red arrow.

Once you have successfully activated your account, you will be directed to below page. You can now start your application by clicking '**Start Inn Membership Application**'.

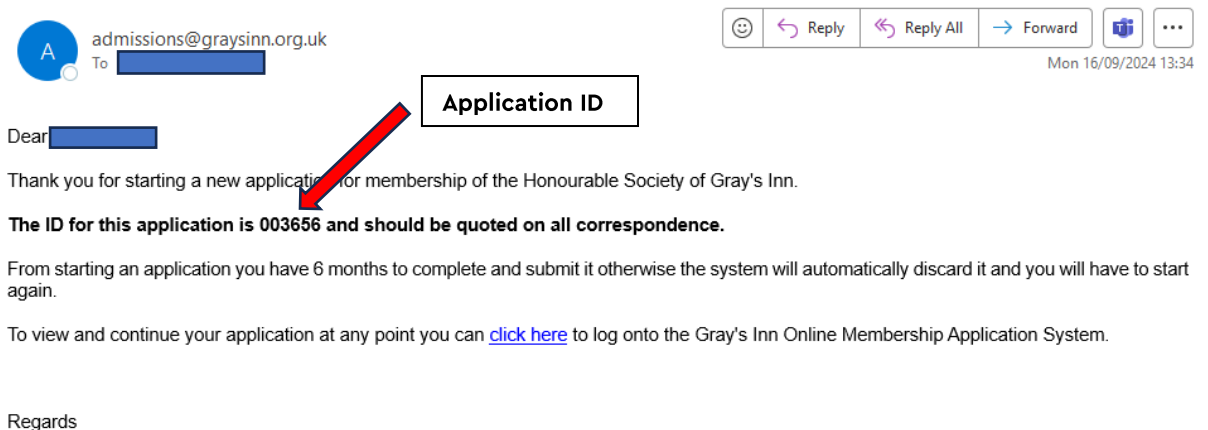
5.



The screenshot shows the Gray's Inn logo and the text 'GRAY'S INN'. Below it, the page title is 'Online Inn Membership Application System'. A 'Welcome' message is followed by a redacted name. A button labeled 'START INN MEMBERSHIP APPLICATION' is highlighted with a red arrow. Other buttons for 'CHANGE PASSWORD' and 'LOGOUT' are also visible. The text 'Last Login : 00:00:00' is at the bottom left.

When you start your application, you will receive another e-mail confirming you have started your application with us. This will also include your unique **ID for your application**, starting with '00'. Please hold onto this and use for any communication with us regarding your application as this will allow the team to locate and see the status of your application.

6. Gray's Inn Online Membership Application System - New Application Started



The screenshot shows an email header with a blue circular profile icon containing the letter 'A', the sender address 'admissions@graysinn.org.uk', and a redacted recipient address. Action buttons for 'Reply', 'Reply All', 'Forward', and a share icon are visible. The date and time 'Mon 16/09/2024 13:34' are in the top right. The body of the email starts with 'Dear [redacted]', followed by a thank you message and the text 'The ID for this application is 003656 and should be quoted on all correspondence.' A red arrow points from a box labeled 'Application ID' to the number '003656'. The email concludes with a link to log onto the application system and the word 'Regards'.

You will be directed to the page below that gives instructions on the information and documents we require to support your application.

7.



#### Online Inn Membership Application System

**PLEASE READ THE FOLLOWING NOTES BEFORE COMPLETING THIS APPLICATION**

##### You are applying for Student Membership of Gray's Inn

If you are intending to enrol on the Bar Course on either a full time, part time or the 2 part course (second part), the deadline for submitting your membership application is 12 weeks prior to commencing your course. If you are applying after the 12 week deadline, you must request an extension please [email the Admissions Team](#). Please set out in detail your reasons for being unable to meet the deadline.

Remember you **must be a member of an Inn before you can start the vocational stage of training on 'the Bar course'** and you can only **apply to one Inn**.

##### Application

To be granted membership of the Inn you must:

- complete the application in full; and
- provide evidence that confirms (a) your identity and (b) you have met the academic requirements set by the Bar Standards Board (BSB).

Once your online application has been submitted and confirmed you're application is in order, we will invite you to pay the admission fee. When your admission fee has been received, your membership to the Inn will be confirmed.

Please ensure you have the following documents ready to submit with your application:

- **Certified** copy of your photographic ID (e.g. driver's license or passport).
- Confirmation of your acceptance to your GDL course (should you not hold a qualifying law degree)
- **Certified** copy of your undergraduate degree certificate or transcript
- Recent photograph that has a white background with no filters or shadows

You can find information on how to certify a document on the last page of this manual.

#### **Non-UK applications:**

If you hold a non-UK law/non-law degree, you will need to submit the following in addition to the above (these do not need to be certified):

- Certificate of Academic Standing (issued by the BSB)
- Evidence of English language competency, e.g IGSCCE, IELTS English Language transcript

#### **8. Uploading Documents**

You must complete all sections of the application before you submit your application. If you have multiple education/supporting documents to upload with your application, you can locate all documents you have uploaded **under 'Supporting Documents'**.

## Inn Membership Application

Student Membership  
Application ID: 003656

PERSONAL  
DETAILS

EDUCATION  
DETAILS

ADMISSION  
DECLARATION

FURTHER  
DETAILS

SUPPORTING  
DOCUMENTS

### Qualification Certificates

To be eligible for the Bar Course, you must complete either a qualifying law degree or a qualifying degree in a subject other than law and successfully complete a conversion course.

The minimum standard for acceptance on to the Bar Course is a lower second class honours degree. The Inn will therefore only admit students who can show they have achieved, or are on course to achieve, this result. Students will not normally be admitted before they commence the second year of a degree course. If you have not yet completed your degree, you must also provide evidence of your English language proficiency.

Please provide details of your course and upload a copy of your document that is **certified as a 'true likeness of the original' with an official stamp.**

\*Qualification Category

\*University Name

\*Degree Type

\*Full/Part Time?

\*Subject

\*Date Started

Date Awarded (where applicable)

Classification (for completed qualifications)

\*Upload Documentation  No file chosen

You must fill out all information before you can upload a document.

## Inn Membership Application

Student Membership  
Application ID: 003656

PERSONAL  
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\*Qualification Category

\*University Name

\*Degree Type

\*Full/Part Time?

\*Subject

\*Date Started

Date Awarded (where applicable)

Classification (for completed qualifications)

\*Upload Documentation  TEST.docx

Once you have selected your document, the 'Upload Qualification' will become **bold**. This indicates the document can now be uploaded.

Please ensure all your documents are uploaded. You can remove any documents from this section by clicking 'Remove' and then 'Update'.

### Inn Membership Application

Student Membership  
Application ID: 003656

PERSONAL  
DETAILS

EDUCATION  
DETAILS

ADMISSION  
DECLARATION

FURTHER  
DETAILS

SUPPORTING  
DOCUMENTS

### Supporting Documents

Type	Filename	Description	Remove
Qualifications	<a href="#">TEST.docx</a>	Qualification Certificate - TEST	<input type="checkbox"/>

UPDATE

**Note:** If a document is missing, please go back to the relevant page on the application to upload the document(s) needed.

BACK

SAVE AND EXIT

SUBMIT  
APPLICATION



## 9. Submit Application

Once you have completed all sections, you can now submit your application.

Our Admissions team will review your applications to ensure it complies with the Inn's requirements. Please allow **4-6 weeks** for your application to be reviewed.

We aim to process all applications as quickly as we can, however if additional information is needed or you apply during our peak periods, applications may take longer to review.

Upon approval, you will receive a link by email to pay your Admission fee. You will have **28 days** from approval to make this payment.

Once payment is received, you will be given your new Member No.

We look forward to receiving your application.

Should you have any questions regarding membership or your application, please contact the Admissions team: [admissions@graysinn.org.uk](mailto:admissions@graysinn.org.uk).

### **How to certify a document**

Take a photocopy of your document and then take the copy and the original and ask the person to certify the copy by:

- writing 'certified to be a true copy of the original seen by me' on the document
- signing and dating it
- printing their name under the signature
- adding their occupation, address, and telephone number

The certified copy must include the original ink signature of the person who certified the document. The person certifying the document may charge you a fee.

In the event you are unable to obtain certified transcripts or certificates, we can accept **an email from your provider confirming your results**. Please feel free to provide them with our admissions email. Kindly request your provider to CC you in the email for confirmation of receipt.

Your document (both transcript / degree certificate and photographic ID) must be certified by a professional person or someone well-respected in your community ('of good standing'). You could ask the following if they offer this service:

- bank or building society official
- councillor
- minister of religion
- dentist
- chartered accountant
- solicitor or notary
- teacher or lecturer
- post office

The person you ask should not be:

- related to you
- living at the same address
- in a relationship with you