|  |
| --- |
| INN’S USE ONLY |
| ADMITTED  |
|  |
| ADMISSION No |
|  |



Four Inns of Court and General Council of the Bar

**This form must be completed in BLOCK CAPITALS by every applicant for admission to an Inn of Court.**

# SECTION 1

Please give your full name as shown on your passport.

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |       | Forenames: |       |
| Surname: |       |
| Correspondence Address      Postcode      | Name of next of kin      Telephone number       |
| Telephone number       | Mobile number       |
| Email Address       | Nationality       |

SECTION 2 - UK AND REPUBLIC OF IRELAND QUALIFICATIONS

(1) Law Degree

If you have, or expect to have, a law degree conferred by a University in the UK or Republic of Ireland, please complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Degree & Subject | Class | Date Awarded |
|       |       |       |       |
| Internal [ ]  | External [ ]  |

(2) Other Undergraduate Degree

 If you originally studied a non-law degree, complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Degree & Subject | Class | Date Awarded |
|       |       |       |       |
| Internal [ ]  | External [ ]  |

(3) GDL or Postgraduate Diploma in Law

 If you hold, or expect to hold, a GDL or Postgraduate Diploma in Law, please complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Degree & Subject | Class | Date Awarded |
|       |       |       |       |

(4) Higher Qualifications

If you hold or are studying for a higher / non-standard qualification (e.g. MA / LLM), please complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Degree & Subject | Class | Date Awarded |
|       |       |       |       |

SECTION 3 - QUALIFICATIONS GAINED OUTSIDE THE UK OR REPUBLIC OF IRELAND

(1) If you have a degree conferred by a University outside the UK or Republic of Ireland, please complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| Institution | Degree & Subject | Class | Date Awarded |
|       |       |       |       |

(2) Set out below the GCE, GCSE, British Council or equivalent English Language qualification(s) you hold.

|  |  |  |  |
| --- | --- | --- | --- |
| Examining Body | Level | Grade | Date Awarded |
|       |       |       |       |

SECTION 4 - MATURE STUDENTS

If you are applying as a mature student please enter details of any qualifications you hold, e.g. GCSE, GCSE O’ Levels and A’ Levels, GNVQs or equivalents, passes in professional examinations and / or any membership of professional bodies.

|  |  |  |  |
| --- | --- | --- | --- |
| Type of Qualification / Professional Body | Subject | Grade | Year |
|       |       |       |       |

SECTION 5 - To be completed by all applicants

|  |  |
| --- | --- |
| Do you intend to practise at the Bar of England and Wales |       |
| Have you ever applied to another Inn of Court?If ‘yes’, which Inn, when and what was the outcome? |       |
| [ ]   By ticking this box I confirm that I have read the Joint Inns Education and Qualification Rules. |
| The Inn adheres to the General Data Protection Regulation 2016/679 (the 'GDPR'). The Inn’s Data Privacy Notice is published at <https://www.graysinn.org.uk/data-privacy-notice>. [ ]   By ticking this box I confirm that I have read the Inn’s Data Privacy Notice and consent to the processing of my personal data in line with this statement. |

Date Click or tap here to enter text.

Signature Click or tap here to enter text.

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**Admission Declaration**

The purpose of this declaration is to ensure you have understood the regulations and requirements for becoming a practising barrister in England and Wales. You must be honest in this declaration and disclose the information requested.

Please refer to the [BSB website](https://www.barstandardsboard.org.uk/) which has information for students when completing this declaration.

**What information is asked?**

The questions on this declaration are being asked to ensure that you can uphold the Core Duties which underpin the behaviour expected of barristers. These Core Duties are set by the Bar Standards Board. In deciding whether someone can uphold the Core Duties consideration is given to whether they are fit and proper. **Disclosures will not automatically result in an application being refused.** To make that fit and proper consideration, information relating to past or ongoing matters from the following categories is requested:

* Criminal Offences;
* Academic History;
* Regulatory history; and
* Other behaviour.

**How will my information be handled?**

Your data will be processed in accordance with the Inn’s data protection policy for the administration of its membership records and to achieve its obligations as set out in a Memorandum of Understanding agreed with the Bar Standards Board, Council of the Inns of Court and other Inns of Court. If you would like more information on the legal basis for the processing of your information, please contact the Inn.

**What should I do if I want help in completing my Admission Declaration?**

We are committed to ensuring that everybody finds it easy to communicate with us and to complete this Declaration. We will make reasonable adjustments so that people with disabilities find it easy to complete any forms relating to their admission and any ongoing matters related to their membership. If you require this form in a different format, please contact the Inn.

You must answer every question in this declaration and provide any information marked with an asterisk.

**Personal details**

MyBar Reg Number (if available) Click or tap here to enter text.

Last name\* Click or tap here to enter text.

First name\* Click or tap here to enter text.

Middle name(s) Click or tap here to enter text.

Title (Mr, Mrs etc.) Click or tap here to enter text.

Date of Birth\* Click or tap here to enter text.

Question 1 – Have you previously been a member of an Inn, been refused membership of an Inn or been expelled from an Inn?





If you have answered ‘yes’, use the space below to provide the relevant details and attach any supporting documents.

**Fit and proper person checks**

In order to be Called to the Bar, a person must be a fit and proper person to become a practising barrister. There are two points at which the Inn checks that there is nothing that would call into question your fitness to become a practising barrister.

First, before joining the Inn: You are required to make this Admission Declaration. Once you are a student member, you have an ongoing duty to report to the Inn any matter that might call into question whether you are a fit and proper person to become a practising barrister.

Second, before being Called to the Bar: You will have to make a second declaration when you apply to be Called. For those wishing to be Called on or after 1st July 2021 the Bar Standards Board also requires a ‘Standard’ DBS check and the international equivalents for all candidates. The Inn will use the resulting certificates, along with other information set out in this declaration and the Call Declaration, and subject to the Bar Standards Board decision-making [guidelines](https://www.barstandardsboard.org.uk/uploads/assets/f20115e1-15c8-44b9-a171ffeb42ad2092/MOU-Schedule-1-Guidelines-for-Fit-and-Proper-Person-checks-v2.pdf), to help it to determine whether you are a fit and proper person to become a practising barrister.

Question 2 – Do you understand that when you apply to be Called you will need to comply with the Inn’s process for administering the criminal records checks, and if you do not comply, you will not be Called?





Question 3 – Do you have any spent or unspent convictions, cautions, or final warnings in the UK or any other country, save those which are ‘protected’ by law?

Before answering this, please read the information for students on criminal records disclosures on the Bar Standards Board website. Note you are **not expected to disclose any criminal convictions or cautions that would be ‘protected’ by law or ‘filtered’** by the Disclosure and Barring Service. If you are still unsure if a matter is protected, please contact the relevant officer at the Inn.

If you have answered ‘yes’, use the space below to provide any relevant details.

Question 4 – Are you, or have you ever been, subject to any investigations or proceedings by a higher education institution? This includes any pending academic or misconduct complaints, proceedings or actions and/or previously upheld findings.





If you have answered ‘yes’, use the space below to provide any relevant details.

Question 5 – Are you, or have you ever been, subject to any investigations or proceedings by a professional or regulatory body? This includes any pending complaints, proceedings or actions and/or previously upheld findings.





If you have answered ‘yes’, use the space below to provide any relevant details.

Question 6 – Do you have, or have you ever had, a condition (including an addiction to drugs or alcohol) which means you may pose a risk to any member of the public or which may impair your judgment as a practising barrister?





If you have answered ‘yes’, use the space below to provide the relevant details.

Question 7 – Are you, or have you ever been, the subject of an arrangement with a creditor or entered into an involuntary arrangement with creditors? An arrangement includes but is not limited to the following: bankruptcy order[[1]](#footnote-1), debt relief order[[2]](#footnote-2), or directors disqualification order[[3]](#footnote-3).





If you have answered ‘yes’, use the space below to provide the relevant details.

Question 8 – Are there any other matters which might reasonably be thought to call into question your fitness to become a practising barrister? This includes but is not limited to civil injunctions or criminal orders.

Note you are **not expected to disclose any criminal convictions or cautions that would be ‘protected’ by law or ‘filtered’** by the Disclosure and Barring Service. If you are still unsure if a matter is protected, please contact the relevant officer at the Inn.





If you have answered ‘yes’, use the space below to provide the relevant details and attach any supporting documents.

**By signing this declaration:**

1. I confirm that I have read the supporting information for students on the BSB website before completing this declaration; and
2. I confirm that all the information contained in this declaration and any other information provided in support is true to the best of my knowledge and belief; and
3. I understand that if this declaration or any other information provided in support of my application for membership 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 a disciplinary matter or professional misconduct; and
4. I confirm that should any information within this declaration change prior to being Called to the Bar, I will notify the Inn; and
5. I confirm that as long as I remain a student member of the Inn, I will comply with the Inn’s rules. I will also comply with the Bar Standards Board Handbook in so far as it applies to me; and
6. If I am a student member, I confirm that I will commence the vocational component of training for the Bar within six years of admission to the Inn and will complete the vocational component within five years of commencing that component. I understand that if I fail to comply with either of these requirements, my membership of the Inn will cease on the expiration of either period, except where there has been a successful application to the Inn for the relevant time limit/s to be extended.
7. If I am a transferring lawyer, I confirm that I will complete all requirements for Call as set out by the Bar Standards Board within 2 years of admission to the Inn. I understand that if I fail to comply with this requirement my membership of the Inn will cease except where there has been a successful application to the Inn for the relevant time limit to be extended.

Date Click or tap here to enter text.

Signature Click or tap here to enter text.

Inns’ Equal Opportunities Questionnaire

In line with the Inns’ Equal Opportunities Policy and Code, the Inns collect information on ethnic origin, gender, disability, university attended, degree classification and intentions as to future practice from all applicants for Inn membership and scholarships so that the effectiveness of the Policy and Code can be assessed.

The ethnic origin categories and codes are those used in the 2011 census and are recommended by the Bar Council. The information collected will be treated as confidential. It will be used to compile statistical analyses and reports and will not be released to anyone in a way which might identify any individual. The data collected will not be used in any selection process and is kept only for monitoring purposes.

**1. What is your ethnic group?**

Choose one section from (a) to (e) and then place a tick in the appropriate square bracket to indicate your cultural background.

(a) **White**

British / English / Welsh / Northern Irish / Scottish [ ]  [ 01 ]

Irish [ ]  [ 02 ]

Gypsy or Irish Traveller [ ]  [ 03 ]

Any other white background – *please write in below* [ ]  [ 04 ]

(b) **Mixed**

 White and Black Caribbean [ ]  [ 05 ]

 White and Black African [ ]  [ 06 ]

 White and Asian [ ]  [ 07 ]

 Any other mixed / multiple ethnic background – *please write in below* [ ]  [ 08 ]

(c) **Asian or Asian British**

 Indian [ ]  [ 09 ]

 Pakistani [ ]  [ 10 ]

 Bangladeshi [ ]  [ 11 ]

 Chinese [ ]  [ 12 ]

 Any other Asian background – *please write in below* [ ]  [ 13 ]

(d) **Black or Black British**

 African [ ]  [ 14 ]

 Caribbean [ ]  [ 15 ]

 Any other Black / African / Caribbean background – *please write in below* [ ]  [ 16 ]

(e) **Other ethnic group**

 Arab [ ]  [ 17 ]

Any other – *please write in below* [ ]  [ 18 ]

(f) **Unwilling to supply information** [ ]

**2.** Please indicate your gender by ticking as appropriate: **MALE** **[ ]  FEMALE** **[ ]**

**3.** Do you consider yourself to have a disability? **YES** **[ ]  NO** **[ ]**

If yes, we would be grateful if you would provide a brief description of the nature of your disability so that we are aware of your requirements:

1. 1 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-1)
2. 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-2)
3. 3 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-3)