

## Joint Inns Education and Qualification Rules

### INTRODUCTION

1. The **Joint Inns'** Education and Qualification Rules set out the requirements for the Inns in respect of educational and qualification matters and relate directly to, and should be read in conjunction with:

- [the Memorandum of Understanding between the Inns of Court and the Bar Standards Board \(BSB\)](#) (the MoU);
- the [BSB Handbook Part 4 Qualification Rules](#);
- the [Bar Qualification Manual](#) and
- the [Authorisation Framework](#).

Rules contained in those documents are not repeated here. The purpose of these supplementary rules is to give effect to the rules set out in the documents above.

2. Student members of an Inn are subject to these supplementary [rules and the standing orders of their Inn](#).

3. The sharing of membership data between the Inns occurs in compliance with the [data protection](#) policies of the Inns.

### ADMISSION

4. The requirements for admission to the Inns of Court are set out in the MoU, the Guidelines for determining if a person is Fit and Proper to become a practising barrister and the [Bar Qualification Manual](#). In short applicants must:

- a) meet the academic requirements set out in paragraph 7. below and
- b) [be fit and proper in accordance with schedule 1 of the MOU](#).

An Inn must admit an applicant who has completed all required processes, is eligible for admission and has paid any prescribed fee.

5. Inn membership must be secured prior to the start of the vocational component of Bar training. Persons wishing to apply for membership must do so at least 12 weeks prior to the start of the vocational component of their training. Where the vocational component is split into two parts membership must be applied for 12 weeks prior to the start of Part 2. Further detail regarding the different training pathways can be found in the [BSB's Authorisation Framework](#).

6. Those undertaking an apprenticeship pathway of training for the Bar will be dealt with on a case by case basis by the BSB who will determine the date by which they must be a member of an Inn. Those in this position must apply for Inn membership no later than 12 weeks prior to this date.

7. To apply for Inn membership, an applicant must either be:
  - a) studying a law degree which includes the foundations of legal knowledge and skills associated with graduate legal work as set out by the BSB; or
  - b) studying on, or have been accepted onto, a course (e.g. Graduate Diploma in Law (GDL)) which includes the same knowledge and skills as set out in a) above; or
  - c) have been exempted from, or have successfully completed, the academic component of training.
8. Certified copies of degree or conversion course certificates or proof of study on a degree or conversion course or the relevant waiver documentation from the BSB will be required at the point of application for admission.
9. Degree and conversion course qualifications older than 5 years are considered stale for the purposes of Inn membership and Bar qualification. Applicants with stale qualifications will need to seek advice from the BSB as to what action they will need to take to reactivate their qualifications. Note: Law degrees started before the 2019/20 academic year are required to be Qualifying Law Degrees i.e. QLD; specific requirements can be found in the [Bar Qualification Manual](#).
10. The fee for joining an Inn will be determined by the individual Inn and will be reviewed annually. It will be published on the Inn's website along with the cost of other activities associated with Call to the Bar.
11. Applicants must provide to their Inn a [completed Admission Declaration](#) as prescribed by the BSB. Each Inn may ask for additional information.
12. Applicants must provide certified copies of identity documentation upon application for admission. The requirements for this, and associated guidance, will be set out in the admission information on the Inns' websites.
13. Students will be required to commence the vocational component of training for the Bar within six years of admission to an Inn. Students will be required to complete the vocational component within five years of commencing the vocational component. Students not complying with this requirement will be removed from Inn membership except when there has been a successful application to the Inn for the relevant time limit/s to be extended. Consideration will be given to extending the time limits in cases where there are clear plans to commence and complete the vocational component of qualification within the BSB prescribed time limits.
14. Transferring lawyers will be required to complete all requirements for Call as set out by the BSB within 2 years of admission to an Inn. Those not complying with this requirement will be removed from Inn membership except when there has been a successful application to the Inn for the relevant time limit to be extended. Consideration will only be given to extending the time limit where

there are clear plans to complete the requirements within the BSB's prescribed time limits.

15. Inns may admit members of other Inns who have been Called to the Bar (Ad Eundem members). Prior to admission the admitting Inn will seek confirmation that the applicant is a member in good standing at their Inn of Call and will require the applicant to declare that there are no previous or pending disciplinary or conduct issues against them. The admitting Inn may prescribe a fee.

## QUALIFYING SESSIONS

16. The rules governing Qualifying Sessions are set out in the [Memorandum of Understanding](#), the [Qualifying Session Framework](#), the [BSB Handbook Part 4 Qualification Rules](#) and the [Bar Qualification Manual](#).

17. The Inns shall agree a joint protocol covering the awarding of waivers and modifications for attendance at Qualifying Sessions. Applications for waivers or **modifications for Qualifying Sessions must be submitted to the Inn's Nominated Officer** using the form prescribed by the Inn.

18. Each Inn will produce a programme of Qualifying Sessions including those held at the Inn, those held at venues hired specifically for Inn events and those held at venues on the Circuits outside the south-east.

19. Qualifying Sessions may be offered in collaboration with one or more Inn, Circuit or other providers.

20. All Qualifying Sessions, including those delivered in collaboration with others, must fit within the Qualifying Sessions Framework and must comply with agreed quality assurance mechanisms.

21. Students may count up to 5 Qualifying Sessions attended 'on Circuit' for the purposes of Call to the Bar. Qualifying Sessions gained by attendance at Inn **residential events are not classed as events 'on Circuit'**. The South-Eastern circuit is not considered to be 'on circuit' for the purposes of the Qualifying Sessions Framework.

22. Students may attend more than one Qualifying Session with the same content, but the Qualifying Session will only be counted once for the purposes of Call to the Bar.

## CALL TO THE BAR

23. A barrister is defined in the Legal Services Act 2007 as an individual who has been Called to the Bar by one of the Inns of Court and who has not been disbarred by one of the Inns of Court. To be Called to the Bar by an Inn a person must be a member of that Inn.

24. The rules governing Call to the Bar are set out in the MoU, the Qualifying Session Framework, the BSB's Handbook Part 4 Qualification Rules, the Guidelines for determining if a person is fit and proper to become a barrister and the Bar Qualification Manual.

25. All those to be Called from 1<sup>st</sup> July 2021 will be required to undergo a UK Standard Disclosure and Barring Service check (and where relevant) the international equivalent/s. Further details on this process can be found [here on the BSB's Website](#).

26. There are four official Call publication dates each year. These are as follows:

- a) Hilary Term – the second Thursday in March;
- b) Trinity Term – the fourth Thursday in July; and a second, deferred Trinity Call on the second Thursday in October; and
- c) Michaelmas Term – the fourth Thursday in November.

27. Additional Call ceremonies may be held by an Inn if, for example, the number of students to be Called exceeds the capacity of an Inn. Additional Call ceremonies will normally be held within 10 days of the prescribed Call publication date. In such circumstances, the date of the Call will then be recorded on Call certificates as that of the official Call publication date not the actual date of the additional Call ceremony.

28. Students are required to attend Call in person. A joint protocol covering the awarding of waivers of this requirement shall be agreed by the Inns.

**Applications must be submitted to the Inn's Nominated Officer using the form prescribed by the Inn.**

29. The Inns will publish the names of all of those who are Called to the Bar.

30. The fee applicable for Call to the Bar shall be determined by the individual Inn and will be reviewed annually. It will be published on each Inn's website along with the cost of other activities associated with Call to the Bar.

31. All those Called on the same date shall rank in order of seniority from their date of admission to the Inn.

32. The rules for the awarding of temporary Call are set out in the [BSB's Handbook Part 4 Qualification Rules](#). **Each Inn's process for the awarding of temporary Call can be found on their websites**. An Inn will Call a successful applicant for temporary Call as soon as is practicable.

#### FEEDBACK AND COMPLAINTS

33. Complaints relating to the **Inns' education and qualification activities should** be directed to the Inn concerned. The complaints received will be reviewed annually as part of the **production of the Inns' Self-Evaluation Report** for the BSB.

#### EQUALITY, DIVERSITY & INCLUSION

34. The Inns are committed to ensuring that the promotion and advancement of equality forms an integral part of its policies and practices.

35. Each Inn will complete Equality Impact Analyses for their programmes of Qualifying Sessions.

#### PUBLICATION & REVIEW

36. The Inns will publish this set of rules on their websites.

37. The Inns will review the workings of this set of rules annually through **meetings of the Inns' Directors of Education and COIC**.

38. The Inns will individually produce an annual Self-Evaluation Report covering those areas set out in the Memorandum of Understanding between the Inns of Court and the BSB. The Inns will collaborate with COIC in the production of an **overall Inns' report to be submitted to the BSB**.

#### EFFECTIVE DATE & TRANSITIONAL ARRANGEMENTS

39. Subject to the transitional provisions set out in Table 1 & Table 2 below, these rules come into effect on 1 January 2020.

Table 1: Qualifying Session (QS) Transitional Arrangements	Applicable Qualifying Session Rules	Guidance Notes
a) Students starting the Bar Course* before 1 June 2020 and being Called no later than 30 June 2021.	Those QS rules that were in effect prior to 1 January 2020 apply. The QS Framework does not apply.	Note that, for example: <ul style="list-style-type: none"><li>- 12 QSs must be completed;</li><li>- there is no requirement to</li></ul>

		<p>complete Qs within 5 set themes;</p> <ul style="list-style-type: none"> <li>- there is no requirement to complete 2 interactive Qs;</li> <li>- the event linked to Call can be counted as a Qs.</li> </ul>
b) Students starting the Bar Course* before 1 June 2020 and being called on 1 July 2021 or later.	<p>These QS rules and the QS Framework apply save that:</p> <ul style="list-style-type: none"> <li>- there is no requirement to complete Qs within the set 5 themes (QS Framework para 7);</li> <li>- there is no requirement to complete 2 interactive Qs (QS Framework para 7).</li> </ul>	<p>Note that under these rules &amp; the QS Framework:</p> <ul style="list-style-type: none"> <li>- students are required to complete 10 Qs (QS Framework Para 6);</li> <li>- the event linked to Call <u>cannot</u> be counted as a QS (QS Framework Para 14).</li> </ul>
c) Students starting the Bar Course* on or after 1 June 2020 who have not attended Qs prior to that point.	<p>These rules and the QS Framework apply.</p>	<p>Note that, for example:</p> <ul style="list-style-type: none"> <li>- 10 Qs must be completed (QS Framework Para 6);</li> <li>- QS must be complete within 5 set themes (QS Framework para 7);</li> <li>- 2 interactive Qs must be completed (QS Framework para 7);</li> <li>- the event linked to Call <u>cannot</u> be counted as a QS (QS Framework Para 14).</li> </ul>
d) Students starting the Bar Course* on or after 1 June 2020 who have attended Qs prior to that point	<p>These rules and the QS Framework apply save that:</p> <ul style="list-style-type: none"> <li>- there is no requirement to complete Qs within the set 5 themes (QS Framework para 7);</li> <li>- there is no requirement to complete 2 interactive Qs (QS Framework para 7).</li> </ul>	<p>Note that under these rules and the QS Framework:</p> <ul style="list-style-type: none"> <li>- students are required to complete 10 Qs (QS Framework Para 6);</li> <li>- the event linked to Call <u>cannot</u> be counted as a QS (QS Framework Para 14).</li> </ul>

e) Transferring Lawyers who are admitted to an Inn prior to 1 <sup>st</sup> September 2020.	Those QS rules that were in effect prior to 1 January 2020 apply. The QS Framework does not apply.	Note that, for example: - the Number of sessions is normally reduced to 6; and these may be completed within 3 years of qualification.
f) Transferring Lawyers who are admitted to an Inn from 1 September 2020.	These rules and the QS Framework apply.	
* <b>'Bar Course'</b> for the purpose of these transitional arrangements shall be taken to mean either the Bar Professional Training Course, or The Vocational Component of Bar Professional Training or, where The Vocational Component is split into two parts, Part 2 of The Vocational Component.		

Table 2: Criminal Record Checks Transitional Arrangements	
All those being Called, including transferring lawyers, up to and including 30 June 2021.	Criminal Record Checks are not required.
All those being Called, including transferring lawyers, 1 July 2021 or later.	Criminal Record Checks are required.

## Notice

The following rules have been changed by the BSB