**PARALEGAL APPRENTICESHIP APPLICATION FORM 2024**

**Personal Details**

|  |  |  |
| --- | --- | --- |
| Surname |  | Ms/Mr/Mrs/Miss/other |
|  |  |  |

|  |
| --- |
| Forenames |
|  |

|  |
| --- |
| Address |
|  |

|  |
| --- |
| Email address |
|  |

|  |
| --- |
| Telephone Number(s) |
| Mobile |  |
| Land Line |  |

|  |
| --- |
| How did you hear about the Cripps apprenticeship scheme? |
|  |

**Education**

|  |  |  |
| --- | --- | --- |
| Name of secondary school(s)  | From | To |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| GCSE or equivalent subject | Grade | Date taken |
|  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| A Level or equivalent subject (Note 1) |  AS Grade (where relevant) | A level or A2 Grade (state whether predicted or actual) | Date taken | UCAS Points (Note 2) |
|  |  |  |  |  |

**Note 1** Please describe the qualification using the same wording as that used in the UCAS tariff calculator [here](https://www.ucas.com/ucas/tariff-calculator)

**Note 2** Please use the UCAS tariff calculator [here](https://www.ucas.com/ucas/tariff-calculator) to find the number of UCAS points for your qualifications.

|  |  |  |  |
| --- | --- | --- | --- |
| University (if any)(Note 3) | Degree Course (if any) | Result (actual or expected) | Date Taken |
|   |   |   |   |

**Note 3**

We do not require or expect applicants to have a degree to apply for this apprenticeship. However, you must mention any degree course taken (even where you did not complete the course) in case this prior learning means this apprenticeship is unsuitable for you. This is likely to be the case where you already have a law degree. However, A Level law would not exclude you from the programme. If you wish to discuss any prior learning before completing the application form, please contact fiona.chamberlain@cripps.co.uk

|  |  |  |
| --- | --- | --- |
| Any other relevant qualifications | Grade | Date taken |
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**Work Experience (Note 4)**

**Note 4**

Work experience is not required but please detail any work experience you have had whether this be full time/part time, permanent or temporary/seasonal roles or through school schemes.

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| --- | --- | --- |
| Dates | Employer | Brief description  |
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**Other**

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| --- |
| What attracted you to our Paralegal Apprenticeship Programme and what interests you about being a Paralegal? (*Max 300 words)* |
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| --- |
| Please tell us about your hobbies and interests (*Max 200 words)* |
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| Please tell us what your biggest achievement to date has been? (*Max 200 words)* |
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| Please state any additional information which you feel the reader of this application should know (*Optional, max 200 words)* |
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| Are you eligible for employment in the UK? Please note, we can only accept applications from individuals who have already secured the necessary permissions to work in the UK.  |
|  |

I confirm that the information given on this form is correct and complete to the best of my knowledge.

Signed..................................................................

Date......................................................................

Please e-mail your completed application form and equal opportunities form (optional) to talentdevelopmentteam@cripps.co.uk by **midnight on 29 February 2024**.

All the information you have sent relating to this application will remain confidential and will only be used in relation to our recruitment process. Your information will be held on file for the duration of this recruitment process and for one year following this, after this time all such information will be destroyed. If you would like to know more about how your information is used, please contact us.