

GUIDANCE NOTES AND IMPORTANT INFORMATION

We are recruiting for 3 pupillages starting in October 2025 and 6 starting in October 2026.

The opening date for applications is Thursday 2nd January 2025 at 11am.

The closing date for applications is Thursday 6th February 2025 at 2pm.

How to complete this form

You can save the application form as you go along as a Word document. When you have completed the form:

1. **You must save and send it as a PDF file.**
2. Email your application as an attachment to officemanager@stjohnschambers.co.uk
3. In the subject line of the email please ensure that you put the words **Pupillage Application 2025 2026.**
4. An acknowledgment of receipt of your application will be sent to you.
5. We encourage all applicants to complete the Equal Opportunities Monitoring survey which can be found at <https://www.smartsurvey.co.uk/s/Pupillage20252026/>
6. This survey is recommended by the Bar Council/Bar Standards Board, as it assists our monitoring processes. The monitoring form is not associated with the application and is never seen by the assessors.

Interview / Offers

First round interviews will take place on 29 March 2025, and second round interviews will take place on 26 April 2025.

Offers will be made to successful applicants (and unsuccessful final-round candidates being notified) from 9:30am on 9 May 2025.

Equal Opportunities Statement

St. John's Chambers will ensure that each application is considered on its merits regardless of gender, age, race, religion, sexual orientation or disability.

We ask you to complete the Equal Opportunities Monitoring Form to help us to monitor our fair selection and recruitment practice. None of the information contained on the form will form part of our selection process.