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**Qualifying Session Waiver and Modification Application Form**

Please complete the relevant section(s) of the form (as detailed below) and email it, together with any supporting documents to Sally Yorke, Education Services Manager on [s.yorke@middletemple.org.uk](mailto:s.yorke@middletemple.org.uk).

**Waivers and modifications will only be granted in exceptional circumstances and when documentary evidence has been provided.** The Inn may request further information in support of this application and applicants may be required to attend the Inn to expand on what has been included. Normally consideration will only be given to waiving or modifying a maximum of two Qualifying Sessions.

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| 1. **Waiver – from a number of QS** | Any Student Member who wishes to apply to be exempted from attending one or more Qualifying Session. |
| 1. **Waiver – from the ‘in person’ requirement** | Any Student Member who wishes to apply to be exempted from the requirement to attend at least 6 QS in person. |
| 1. **a) Waiver – from specific QS Themes**   **b) Modification – Timing of QS**  ***(Transferring Lawyers only)*** | 1. A Transferring Lawyer (who is a student member) who wishes to apply to be exempted from attending Qualifying Sessions in a particular theme(s) because of their previous experience. 2. A Transferring Lawyer (who is a student member) who wishes to apply to be permitted to complete a number of QS within a period of time after their Call to the Bar. |
| 1. **Modification – Attendance** | Any Student Member who wishes to apply for a modification in the event of partial attendance/late arrival. |
| 1. **Modification – Extension of time limits** | Any Student Member who wishes to apply to treat a Qualifying Session that has expired (i.e. was completed more than 5 years before the date they are due to be Called) as within the time limit. |

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| **MT Membership number** |  |
| **First name(s)** |  |
| **Surname** |  |

1. **Waiver – from a number of QS**

Qualifying Session waiver applications will not normally be granted where there are further opportunities to attend Qualifying Sessions.

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| How many Qualifying Sessions are you applying to have the attendance requirement waived? |  |
| Please provide reasons | |
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| Please list the documentary evidence on which you rely | |
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1. **Waiver – from the ‘in person’ requirement**

*This is an internal Middle Temple requirement. This requirement DOES NOT apply to those members who have completed one or more QS prior to 1 September 2022.*

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| Please provide reasons |
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| Please list the documentary evidence on which you rely |
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1. **a) Waiver – from specific QS themes *(Transferring lawyers only)***

Transferring lawyers who believe their previous experience means they have obtained the requisite level of skill and/or knowledge required in one or more of the Qualifying Session themes (as set out in the Qualifying Session Framework) may apply to have attendance at Qualifying Sessions related to those themes waived.

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| Which theme(s) do you wish to have waivers granted on the basis that you have obtained the necessary skill or knowledge by virtue of previous experience? | |
|  | Ethics, Standards and Values |
|  | Advocacy Skills |
|  | Legal Knowledge, Justice and the Rule of Law |
|  | Equality, Diversity and Inclusion |
|  | Preparation for Pupillage, Career Development and Wellbeing |
| Do you also wish to request a waiver from the requirement to attend at least two events that are interactive and require preparation in advance? | |
|  | Interactive and require preparation in advance |
| Please provide reasons | |
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| Please list the documentary evidence on which you rely | |
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1. **Modification – Timing of QS *(Transferring Lawyers only)***

Transferring lawyers may apply to complete a number of the required Qualifying Sessions within a period of time after their Call to the Bar if there are factors which mean that an expedited Call is preferable.

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| How many Qualifying Sessions are you requesting to complete after Call to the Bar? |  |
| Approximately what period of time do you anticipate you would need to complete them? | |
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| Please provide reasons | |
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| Please list the documentary evidence on which you rely | |
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1. **Modification – Attendance**

This modification will alter the requirements for successfully completing a Qualifying Session that was attended by the applicant – i.e. to disregard partial attendance/late arrival. When deciding whether to grant a request for modification in the event of partial attendance/late arrival, consideration will be given to whether the applicant has been able to take part in the substance of the Qualifying Session and whether therefore it has been possible for the learning outcomes to have been met. In addition, the reason(s) for the partial attendance/late arrival and any previous history will be considered.

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| Date, title and location of QS(s) for which you were recorded as ‘Partial Attendance’ (due to late arrival or leaving before the end) |
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| Please explain the reasons for your partial attendance |
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| Please list the documentary evidence on which you rely |
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1. **Modification – Extension of time limits**

When deciding whether to treat Qualifying Sessions falling outside the time limit as within the time limit consideration will be given to a range of factors including, but not limited to, how long ago did the Qualifying Session(s) expire, how many Qualifying Sessions have been completed within the time limit, and whether Qualifying Session(s) are outside the time limit due to factors beyond the applicant’s control.

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| Date, title and location of QS(s) that have expired |
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| Please explain the reasons that contributed towards the QS expiring, and why you are not able to complete new QS to replace them |
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| Please list the documentary evidence on which you rely |
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| Signature |  |
| Date of application |  |

*The Inn may request further information in support of this application and applicants may be required to attend the Inn to expand on what has been included. The Inn will aim to process your application within 10 working days.*

*Appeal against the Inn’s Nominated Officer’s decision will be made to the Treasurer of the Inn or their representative(s). The decision of the Treasurer or their representative(s) will be final.*

**FOR OFFICE USE Updated 31/10/23**

Record to be made of action taken and result decided.