

Application guidance - Higher Rights of Audience (HRA)

Introduction

This guidance is to help you complete your HRA application.

You may find also find the following helpful:

- the SRA HRA Regulations 2011, which can be found on our website at www.sra.org.uk/solicitors/handbook/higherrights/content.page
- our web page www.sra.org.uk/solicitors/accreditation/higher-rights-of-audience.page

The application form

Section 1 - Personal details

Please provide:

- your full name, title and SRA number
- the address that you like your HRA certificate(s) to be posted to
- a telephone number and email address, that we can contact you at during the application process.

Section 2 - Current status

Please tick the relevant box to confirm your status.

If you are an admitted solicitor of England Wales

You will need to evidence that you have passed the advocacy assessment for the qualification you are applying for.

This should be a certified copy of the original certificate. Please ensure that the certification is completed by another solicitor of England and Wales. The certifier's full name and SRA number should be included.

If you are not able to provide a certified copy, we will accept the original. This will be returned to you.

If you are a Registered European Lawyer

You will need to demonstrate that you have satisfied our competence standards through your training and qualification. The standards can be found at www.sra.org.uk/solicitors/accreditation/higher-rights/competence-standards.page

To show how you have met these, you must complete the Assessment Table, which can be found at www.sra.org.uk/solicitors/accreditation/higher-rights-of-audience.page

We will then decide if you need to take any further steps to gain the HRA qualification.

If you are a lawyer to who directive 2005/36 applies

You will need to demonstrate that you have satisfied our competence standards through your training and qualification. The standards can be found at www.sra.org.uk/solicitors/accreditation/higher-rights/competence-standards.page

To show how you have met these, you must complete the Assessment Table, which can be found at www.sra.org.uk/solicitors/accreditation/higher-rights-of-audience.page

You will also need to provide an original certificate of good standing from your professional body or home court confirming:

- your date of admission
- that you are of good character and repute
- that there has not been nor are there any proceedings pending against you for professional or other misconduct
- whether or not you are currently entitled to practise and if not the reason for this.

This certificate must be less than three months old.

We will then decide if you need to take any further steps to gain the HRA qualification.

Section 3 - HRA qualification(s) applying for

Please tick the relevant box.

Section 4 - Declaration

This needs to be signed and dated. If not, your application will be returned.

Section 5 - Fee

There is a fee of £75 for each application. This can be paid by cheque or bank transfer. We do not accept payment by credit or debit cards.

Paying by cheque

This should be made payable to the Law Society. Please write your SRA number on the back.

We do not accept cheques drawn on non sterling or non UK bank accounts.

Paying by bank transfer

For details on how to make a transfer, please download our methods of payment form which can be found at www.sra.org.uk/mysra/fees/ways-to-pay.page

This form must be completed and enclosed with your HRA application.

Section 6 - Application checklist

This is to help you check that you have provided a complete application, and to avoid delays with the application process.

Send your completed application to:

Solicitors Regulation Authority
The Cube
199 Wharfside Street
Birmingham
B1 1RN
or
DX 720293 Birmingham

What happens next?

If your application is granted, you will be sent (by post) a certificate confirming your HRA qualification.

We will contact you by phone or email if:

- we need further information
- you are required to complete additional steps
- you are not eligible for HRA
- your application is refused

How to contact us

For further assistance, please call our Contact Centre on 0370 606 2555. If you are calling from overseas, please use +44 (0)121 329 6800 (outside the UK). Our lines are open 08.00 to 18.00, Monday, Wednesday, Thursday, Friday and 09.30 to 18:00 Tuesday. Calls may be monitored or recorded for quality and training purposes.

You can also contact us by email at contactcentre@sra.org.uk.