

AD15



Application for admission under Article 10 of the European Establishment Directive 98/5/EC

The Solicitors Regulation Authority (SRA) deals with all regulatory and disciplinary matters. We set, monitor and enforce standards for solicitors admitted in E&W.

If you need any assistance completing this form please call the Contact Centre on 0370 606 2555. Our lines are open 08.00 - 18.00, Monday, Wednesday, Thursday, Friday and 09.30 -18.00 Tuesday. If you are calling from overseas please call +(0)121 3296800. Alternatively email contactcentre@sra.org.uk. Please note that calls will be monitored/recorded for training purposes.

Section 1 - Personal details

Last name	<input type="text"/>	SRA ID	<input type="text"/>
First name	<input type="text"/>	Date of birth	<input type="text"/>
Middle name(s)	<input type="text"/>		
Title (Mr, Mrs etc)	<input type="text"/>	Gender	M <input type="checkbox"/> F <input type="checkbox"/>
Nationality	<input type="text"/>		

Section 2 - Your eligibility

Which Article of the Establishment Directive are you applying under?

Article 10.1

Article 10.3

Are you currently registered with us as a registered European lawyer (REL)?* Yes No

Have you been registered as a REL with us for three years or more?* Yes No

Are you entitled to practice in your home jurisdiction? Yes No

Have you completed your pre-admission screening with Atlantic Data Ltd? Yes No

*If you have answered "No" to any of these questions we cannot consider your application for admission.

Section 3 - Employment address

Firm name	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text"/>		
Postcode	<input type="text"/>	Tel no.	<input type="text"/>
Email address	<input type="text"/>		
Post in firm (or organisation)			
Partner	<input type="checkbox"/>	Associate	<input type="checkbox"/>
		Consultant	<input type="checkbox"/>
		Sole Principal	<input type="checkbox"/>
Assistant	<input type="checkbox"/>	Other (please state)	<input type="text"/>

Section 4 - Home address

Address	<input type="text"/>		
	<input type="text"/>		
Postcode	<input type="text"/>	Email	<input type="text"/>
Mobile no.	<input type="text"/>	Tel no.	<input type="text"/>
Have you lived in the UK continuously for 12 months or more during the last five years?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Have you lived in a country outside of the UK continuously for 12 months or more during the last five years?			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes, list the country/countries and the dates you lived there:			
<input type="text"/>			

Section 5 - Details of home jurisdiction(s)

Name and address of the Law Society, Bar, Chamber and/or Court within each jurisdiction you are admitted (use a continuation sheet if necessary).

Name	<input type="text"/>	Name	<input type="text"/>
Address	<input type="text"/>	Address	<input type="text"/>
	<input type="text"/>		<input type="text"/>
Country	<input type="text"/>	Country	<input type="text"/>
Professional title	<input type="text"/>	Professional title	<input type="text"/>
Date of admission	<input type="text"/>	Date of admission	<input type="text"/>
Is the certificate of attestation from your home jurisdiction attached? Yes <input type="checkbox"/> No <input type="checkbox"/>			

Section 6 - Your experience in English and Welsh law

During the relevant three year period approximately:

- what percentage of your time have you practised English and Welsh law? %
- how many hours per week have you practised English and Welsh law?

Please attach as a summary of the areas of law/professional activities you have undertaken in English and Welsh law during the relevant three year period.

I have attached the summary

Section 7 - Evidence of your experience in English and Welsh law

A reference is needed to verify your experience in English and Welsh law. This should confirm:

- your dates of employment
- whether you are full or part-time
- your role and responsibilities
- an approximate percentage of time you have practised English and Welsh law
- an approximation of how many hours per week you have practised English and Welsh law
- any other information considered relevant to your application.

This reference should be from a solicitor. If this is not possible we will accept this from a REL, registered foreign lawyer or barrister who has supervised your professional activities.

References must cover the whole relevant three year period.

I have attached the reference(s)

Section 8 - Article 10.3 - additional information

If you are applying under Article 10.3 you need to attach a separate sheet which details:

- why you consider your professional activities over the relevant three year period have been regular and effective
- continuous professional development (CPD) that you have attended
- any other courses on English and Welsh law that you have attended
- any other information which you feel needs to be taken into account when considering your application.

I have attached a separate sheet detailing the above

Section 9 - The Suitability Test

You need to read the SRA Suitability Test 2011 (the Test) before you complete this section. You need to tell us about anything which might affect your application.

If we find out about an issue you did not mention this will be treated as prima facie evidence of dishonest behaviour.

If you answer "Yes" to any of the questions, please give us all of the information we ask for. It's your responsibility to give us any evidence you think is relevant. We may carry out our own investigation and refuse your application if we do not think we have enough information. When considering the information provided, we refer to Sections 7 and 8 of the Test.

Please tick to confirm you understand what you need to do.

Criminal offences

This refers to Section 1 of the Test.

You must tell us about all "spent convictions or cautions" unless they are protected. Section 8 of the Test will give you more information about protected convictions and cautions: www.sra.org.uk/solicitors/handbook/suitabilitytest/.

Please tick to confirm that you have read and understood this statement

9.1 Have you ever been convicted by a court of a criminal offence:

1. which meant you were given a custodial or suspended sentence
2. involving dishonesty, fraud, perjury or bribery
3. that resulted in you being put on the Violent and Sex Offender Register
4. associated with obstructing the course of justice
5. that involved signs of discrimination towards others
6. associated with terrorism
7. that was racially aggravated
8. that was motivated by any of the "protected" characteristics defined within the Equality Act 2010 and/or
9. more than once?

Yes

No

If you answered "Yes", we will refuse your application unless there are exceptional circumstances.

9.2 Have you ever:

1. been convicted by a court of a criminal offence not covered by options 1-9 above
2. been included on the Violent and Sex Offender Register, but without having been convicted of a crime and/or
3. accepted a caution for an offence involving dishonesty?

Yes

No

If you answered "Yes", we are more likely than not to refuse your application.

Section 9 - Suitability Test continued

9.3 Have you ever:

1. had a local warning from the police
2. accepted a caution from the police for an offence not involving dishonesty
3. had a Penalty Notice for Disorder (PND) from the police
4. had a final warning or reprimand from the police (youths only) and/or
5. had a referral order from the courts (youths only)?

Yes No

If you answered "Yes", we may refuse your application.

9.4 Are you currently facing any criminal charges?

Yes No

We will not make a decision on your application until we know the outcome of your case.

If you have answered "Yes" to any of the questions 9.1 to 9.4 you must give us the following:

- A A full statement of the events. If you think exceptional circumstances apply, please explain why.
- B References from at least two professional people. They should know about the issue and refer to it specifically. Ideally at least one should be an employer. Your references cannot come from personal friends or relatives
- C Evidence that shows you are rehabilitated.
- D Documentary evidence in support of your case. Where possible this should include an independent report that supports your account of the events. You can get a report from the Court.
- E Evidence that you have paid any fines you were given.

Assessment offences

This refers to Section 4 of the Test.

9.5 Have you ever committed (or been adjudged by an education establishment to have committed) a deliberate assessment offence that amounts to plagiarism or cheating to gain advantage for yourself or others?

Yes No

If you answered "Yes", we will refuse your application unless there are exceptional circumstances.

If you answered "Yes" to question 9.5 you must give us the following:

- A A full statement of the events including:
 - your understanding of the rules for referential material, using group work or using collaborative material,
 - if you could reasonably have been expected to realise what you were doing was wrong,
 - if you think exceptional circumstances apply please explain why.
- B At least one independent report on the events from the university or course provider (minutes from meetings or hearings for example).
- C References from at least two professional people. They should know about the issue and refer to it specifically. Ideally at least one should be an employer or tutor. Your references cannot come from personal friends or relatives.
- D Evidence that shows you are rehabilitated.

Section 9 - Suitability Test continued

Financial behaviour

This refers to Section 5 of the Test.

9.6 Have you been declared bankrupt, entered into any individual voluntary arrangements (IVA's) or have had a County Court Judgement (CCJ) issued against you?

Yes No

If you answered "Yes", we will assume that you cannot manage your finances properly. We will refuse your application unless there are exceptional circumstances.

If you answered "Yes" to question 9.6 you must give us all of the following:

- A A full statement of the events. If you think exceptional circumstances apply please explain why.
- B Independent evidence, including paperwork from your court hearing with dates, court reference numbers and the outcome. You also need to include things you have done to clear any debts, satisfy any judgements, and manage your finances.
- C References from at least two professional people. They should know about the incident and refer to it specifically. Ideally at least one should be an employer or tutor. Your references cannot come from personal friends or relatives.
- D A credit report from Experian or Equifax no more than one month old.

Regulatory history

This refers to Section 6 of the Test.

9.7 Have you:

1. had any disciplinary findings, sanctions or actions brought against you by a regulatory body (or any court or body hearing appeals):
2. failed to give information to a regulatory body when asked;
3. given false or misleading information to a regulatory body;
4. breached a regulatory body's requirements;
5. been refused registration by a regulatory body; and/or
6. failed to comply with a request from a regulatory body?

Yes No

If you answered "Yes", we will refuse your application unless there are exceptional circumstances.

9.8 Has any regulatory body given you a reprimand or a warning about your conduct?

Yes No

If you answered "Yes", we may refuse your application.

9.9 Are you currently facing any disciplinary proceedings or investigations?

Yes No

If you are we will not make a decision on your application until we know the outcome of your case.

Section 9 - Suitability Test continued

If you answered "Yes" to questions 9.7 to 9.9 you must give us all of the following:

- A A full statement of the events. If you think exceptional circumstances apply please explain why.
- B Independent evidence on the events, including documents from the regulatory body, minutes from hearings or meetings, confirmation of the outcomes and details of any appeals or sanctions.
- C References from at least two professional people. They should know about the issue and refer to it specifically. Ideally at least one should be an employer. Your references cannot come from personal friends or relatives.

Any other behaviour

This refers to Section 3 of the Test.

9.10 Have you ever:

1. been responsible for dishonest, violent or discriminatory behaviour;
2. abused your position for (yours or anyone else's) financial gain;
3. abused a position of trust in relation to vulnerable people;
4. been guilty of any behaviour that shows you cannot be relied upon to uphold your regulatory duties?

Yes No

If you answered "Yes", we will refuse your application unless there are exceptional circumstances.

If you answered "Yes" to questions 9.10 you must give us all of the following:

- A A full statement of the events. If you think exceptional circumstances apply please explain why.
- B Independent evidence of the issue.
- C References from at least two professional people. They should know about the issue and refer to it specifically. Ideally at least one should be an employer. Your references cannot come from personal friends or relatives.

Section 10 - Regulation 3 of the SRA Practising Regulations 2011

This regulation can be seen at www.sra.org.uk/solicitors/handbook/practisingregulations.

Do any of the events listed in regulation 3.1(a) to (s) apply to you? Yes No

If "Yes", which paragraphs apply?

Section 11 - Welsh language admission certificate and practising certificate

Tick this box if you want your admission certificate and PC in Welsh.

Section 12 - Membership

Everyone admitted to the roll becomes a member of the Law Society unless they tell us otherwise. Membership is free and entitles you to vote in elections, use the facilities at Law Society Hall and take part in a range of Law Society activities. Membership is valid while your name is on the roll.

Please tick this box if you do NOT wish to become a member.

Section 13 - Fee

Application fee

Section 14 - Declaration

All Applicants should complete this section. Please read the notes before you complete it.

If you knowingly or recklessly telling us anything which is false or misleading, or you fail to tell us of significant information it may lead to disciplinary action.

We will revoke your admission to the roll if it was granted as a result of error or fraud.

I confirm that:

- I am the individual named on this application.
- I have read the AD15 notes and the Suitability Test.
- The information I have given in this application is correct to the best of my knowledge and belief.
- I will tell you straight away if anything changes between now and my admission.
- I understand that I have an ongoing obligation to tell you of any further issues which fall under the Suitability Test.
- I understand that you will take steps to remove my name from the Roll if my admission was granted as result of error or fraud.
- I understand that you will make whatever checks which are necessary to verify the information that I have given.

I agree to abide by your rules of professional conduct during the period of my registration and following my admission. I also understand that you and my home Bar(s)/Law Societies will exchange relevant information about my professional activities.

SRA ID Number

Full name (block capitals)

Signature

Date

If the form is not signed and the fee is not received your application will not be processed.

Section 15 - What we will do with your data

Privacy Notice

The Law Society is the data controller of the personal information we collect. We are the independent, regulatory arm of the Law Society, and operate separately from it.

The SRA has a responsibility under the Solicitors Act 1974 to ensure that there are no issues which could call into question your character and suitability as a solicitor

For the purpose of conducting the required checks, your information may be shared with Credit Reference Agencies.

Further details regarding your rights under data protection legislation and how your information is used can be found here: www.sra.org.uk/privacy/