**APPLICATION FORM FOR ADMISSION TO THE**

**DIPLOMA IN PROFESSIONAL LEGAL PRACTICE**

**UNIVERSITY OF GLASGOW 2024/25**

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| **FIRST NAME(S)** | **LAST NAME** |

Thank you for choosing to apply to the University of Glasgow for the Diploma in Professional Legal Practice (Diploma) 2024/25. Please ensure that you complete your application fully and accurately. To apply, you must complete and upload this form as part of your online application.

**IMPORTANT**

1. Please ensure that you apply no later than **12 noon** on **Friday, 10 May 2024**.
2. Applicants submitting their application forms late **will not** be considered for a place.
3. Please do not apply to more than **two** Diploma providers.
4. Please ensure that you are clear on your **first** and **second** choices.
5. Please ensure that you withdraw your application if you do not wish to accept an offer.
6. Further, if you do not accept (or decline) any offer by the appropriate acceptance date (please see **dates** below), that offer will be withdrawn automatically.
7. Please accept only **one** offer
8. If you accept **two** offers, **both** offers will be deemed invalid.
9. If you accept an offer in a round, no further offer will be made by any Diploma provider in subsequent rounds.
10. Please read the important information contained in the **Diploma Admissions Guidance Note**.

**DATES**

Acceptances must be made by **12 noon** on the relevant acceptance deadline below.

* + Applications open Friday,8 March 2024
  + **Applications deadline Friday, 10 May 2024**
  + Round one decisions Tuesday, 9 July 2024
  + **Round one acceptances Wednesday, 17 July 2024**
  + Round two decisions Wednesday, 24 July 2024
  + **Round two acceptances Monday, 29 July 2024**
  + Round three decisions Monday, 5 August 2024
  + **Round three acceptances Wednesday, 7 August 2024**

Please note that Diploma providers will set individual, bespoke deadlines for any subsequent rounds (i.e. round four onwards).

**A. APPLICATION**

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| **A1.** **Provider preference**  You can make one or two choices of provider.  **Please ensure that you apply separately to each Diploma provider.**  Please note that making two first choices may result in you receiving no offers.    You must make one first choice and one second choice (or one first choice with no second choice).  Please tell us here if the University of Glasgow is your first or second choice.  The **University of Glasgow** is my: Choose an item. |

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| **A2. Full-time or part-time**  I wish to apply for the following: Choose an item. |

**B. PERSONAL INFORMATION**

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|  | **Please complete this column** |
| **B1**. Last name |  |
| **B2**. First name |  |
| **B3.** Address for correspondence (including postcode) |  |
| **B4**. Contact telephone number |  |
| **B5**. Date of birth | Click or tap to enter a date. |
| **B6**. Personal email address |  |

**C. LLB APPLICANTS**

If you have not completed/will not complete an LLB by the start of the Diploma, please move on to section D.

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|  | **Please complete this column** |
| **C1**. University from which you graduated with your LLB |  |
| **C2**. Matriculation number when attending LLB graduating university |  |
| **C3**. Class of degree (if you have already graduated) |  |
| **C4**. Year degree completed **or** expected date of graduation |  |

**D. NON-LLB APPLICANTS**

If you have completed/will complete an LLB by the start of the Diploma, please move to section E.

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|  | **Please complete this column if you are a non-LLB applicant** |
| **D1**. Name and address of employer |  |
| **D2**. Period of employment |  |
| **D3**. Law Society/Faculty of Advocates examinations already passed (please list) |  |
| **D4**. Law Society/Faculty of Advocates examinations still to be taken (please list) |  |
| **D5**. Graduating university (if applicable) |  |

**E. SPECIAL CIRCUMSTANCES**

Please complete this section, if there are any special circumstances that you wish to bring to the attention of the Admissions Committee.

Please note that the Admissions Committee has discretion on whether to take special circumstances into account, as well as how such circumstances are taken into account.

Please also note that only those circumstances which **(a)** affect your Grade Point Average in the subjects covering the Law Society of Scotland’s foundation programme outcomes; and **(b)** have not already been considered by your undergraduate institution for good reason can be considered.

Please note that the onus of bringing such matters to the attention of the Admissions Committee lies with you. This can be done by means of an academic reference if you wish and, where appropriate, external supporting evidence should be provided.

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| **E1. What are your special circumstances? Please provide full details here.** |
| **E2. When were you affected by these special circumstances? Please confirm which results were affected (note that these must be results in the subjects covering the Law Society of Scotland’s foundation programme outcomes (usually first and second year results).** |
| **E3. Why was your undergraduate institution unaware of your special circumstances?** |
| **E4. Please list here the evidence you have submitted regarding your special circumstances to support your application. If you have not submitted any evidence, please explain why.** |

**F. TRAINEESHIP**

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|  | **Please complete this column** |
| **F1**. Do you have a traineeship? | Choose an item. |
| **F2**. If yes, what is the start date? | Click or tap to enter a date. |
| **F3**. If yes, please state the name of your future employer. |  |

**G. WIDENING ACCESS**

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|  | **Please complete this column** |
| **G1**. As far as you are aware, at the time of your first successful UCAS application, did you meet any of the criteria for your undergraduate institution’s widening participation (or widening access) policy? | Choose an item. |
| **G2**. Did you take part in any widening participation schemes at your undergraduate institution (e.g. the Reach Programme at the University of Glasgow, LEAPS at the University of Edinburgh or equivalent?) | Choose an item. |

**H. CONFIRMATION**

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| **H1.** By checking the box below, I confirm that I have read the Privacy Notice for Applicants to the Diploma in Professional Legal Practice.  **I confirm that I have read the Privacy Notice for Applicants to the Diploma in Professional Legal Practice:**  **H2.** By checking the box below, I confirm that I have read the Diploma Admissions Guidance Note.  **I confirm that I have read the Diploma Admissions Guidance Note:**  **H3. Date of confirmation**  Click or tap to enter a date. |