Call to the Bar: Applying for the first time

Application portal

Criminal Record Check request

Wait to hear from DDC

First steps

Read the Call to the Bar application guidelines thoroughly.

Click here for the Call to the Bar application guidelines

Start your online application.

Click here to access the application portal

See **pages 3-5** of the application guidelines for more information.

Request this via the application portal. Do not obtain your own criminal record check as this cannot be used for Call.

See page 5 of the application guidelines for more information. Once you receive an automated email from the portal you can continue your application.

DDC will contact you directly about your criminal record check(s).

Please keep an eye on your junk/ spam inbox.

Upload Master of the Bench interview form

Once you receive the signed form from your Master of the Bench you will need to upload this the the portal before you can complete and submit the application.

No signed Master of the Bench form = incomplete Call application which will not be processed.

Complete application information

Fill in any of the sections that are missing, ensure you save each page before moving on!

Master of the Bench interview

If you made a request the Education Engagement Co-Ordinator will email the details of your Master of the Bench so that you can arrange a suitable time, day and location (online/in-person) for your interview.

There is nothing to prepare in advance!

Pay Call fee and submit application

Please ensure you pay your £76.50 before you submit the application.

Have a Duke of Edinburgh Scholarship?

Just let us know what year you were awarded this by the inn.

Master of the Bench interview request

Request this via the portal, then pause your application until we contact you with the interview details.

Already know a Bencher? You still need to pause your application until you have your interview.

See pages 6-7 of the application guidelines for more information especially if you are arranging your own interview.

Application processed and provisional Call date provided

We aim to process all applications within 14 working days and give you a provisional place on a ceremony subject to meeting the necessary requirements within 2 weeks of your intended Call ceremony. Spaces are confirmed approx. 10 days before the Call ceremony.

