



The Bar Council

Pupillage Recruitment Timetable 2020/21

Date	Action
Prior to Friday 27 November 2020	Publication of advertisements on the Gateway: Authorised Education and Training Organisations (“AETOs”) must register their accounts and submit applications for approval.
Friday 27 November 2020	Advertisements: all approved vacancy advertisements will be published for prospective applicants to browse. There is a Practice Online Application Form , available on the Pupillage Gateway, which allows aspiring barristers to gain an understanding of the format their application will take and to upload relevant information in advance of the opening of the annual submissions window. Whilst the form is only relevant to those AETOs using the Pupillage Gateway to administer their recruitment process will, prospective pupil barristers can edit information contained within it throughout the year and use it gain a more general understanding of what will be expected of them when making an application.
Monday 4 January 2021, 11:00am	Applications open: the submissions window for applications opens and candidates can start to share their applications with their chosen pupillage providers. AETOs using the Pupillage Gateway to administer their recruitment process will not have access to the applications until the submissions window closes.

<p>Monday 8 February 2021, 11:00am</p>	<p>Applications close: the submissions window for applications closes and no further applications or amendments to applications are allowed.</p> <p>AETOs not using the Pupillage Gateway can begin the shortlisting and interview process from this date.</p>
<p>Thursday 11 February 2021, 11:00am</p>	<p>Publication of Gateway applications to AETOs: AETOs using the Pupillage Gateway to administer their recruitment process will be able to download candidate applications and begin the shortlisting and interview process from this date.</p>
<p>Monday 8/ Thursday 11 February 2021 – Thursday 6 May 2021</p>	<p>Shortlisting and interviews: AETOs sift through applications, shortlist candidates and conduct interviews during this period.</p> <p>AETOs using the Pupillage Gateway to administer their recruitment process can use the system to communicate with candidates.</p>
<p>Friday 7 May 2021, 09:00am</p>	<p>Offers made: AETOs will make offers on this date.</p> <p>AETOs are not able to make offers to applicants in advance of this date. They also must not make informal or indicative offers in advance.</p>
<p>Friday 14 May 2021, 09:00am</p>	<p>Deadline for accepting initial offers: all applicants have a seven-day deadline to communicate acceptance of an offer (if any). Applicants will be able to accept an offer anytime up to the deadline.</p> <p>If the seven-day deadline passes without the applicant accepting the offer, AETOs should send out second round offers within a reasonable time period.</p>