



**ADMISSIONS  
GUIDANCE FOR  
APPLICANTS**

August 2024

# ADMISSIONS GUIDANCE

This document has been produced to support applicants to The College of Legal Practice and those considering studying with us. It aims to offer guidance in choosing which module or programme is right for you, talk you through the application process and summarise our entry criteria.

In this document, you will find information and guidance on:

- The programmes and modules that we offer
- The entry requirements for these programmes and modules
- How to apply for each of these programmes and modules
- Frequently Asked Questions

If you would like to speak with us before submitting an application, please contact us using the details below:

[info@collegalpractice.com](mailto:info@collegalpractice.com)

+44 (0)20 3884 4112 (Option 1)

## Modules and Programmes

We offer a series of modules and programmes, designed for graduates and professionals aiming to become solicitors or develop further in their legal career. Below is a summary and further detail can be found on the Programme and Module pages on our [website](#).

- **Graduate Diploma in Law**
  - Intended for non-law graduates, those with international law degrees or qualified lawyers from overseas. Our [GDL](#) is designed to be taken *prior* to starting our SQE preparation modules or LLM in Legal Practice. We may recommend that you do the GDL if you apply for SQE preparation modules or the LLM without a law degree from England & Wales.
  
- **SQE1 and SQE2 Preparation Modules**
  - [Solicitors Legal Knowledge](#) (to prepare for the SQE1 assessment)
  - [Solicitors Legal Skills](#) (to prepare for the SQE2 assessment)
  
- **LLM in Legal Practice**
  - A [Masters qualification](#) which includes the SQE1 and SQE2 preparation modules. Alongside SQE preparation, you'll also study on Transactional Modules (in other words, elective modules) and the Capstone Module (a legal research project).
  
- **Transactional & Business Skills Modules**
  - A [range of training modules](#) across core practice areas and legal business including: Commercial Law; O Shaped: People and Business Skills; Personal Injury; Acquisitions & Finance; Commercial Property; Dispute Resolution; Employment Law; Family Law; Intellectual Property.
  - All Transactional Modules can be taken as part of the LLM programme.
  - O Shaped: People and Business Skills can be taken as a standalone module.
  - Please note that we will not offer every Transactional Module in each window.

More information about each module and programme can be found on [our website](#).

## Becoming a Solicitor via the SQE Route

To become a solicitor via the SQE route, the Solicitors Regulation Authority (SRA) require you to:

- have a degree in any subject, or a qualification or work experience that is **equivalent to a degree** (See the SRA website for what counts as a degree);
- pass both stages of the SQE assessment (SQE1 and SQE2);
- have two years' full-time (or equivalent) **qualifying work experience**;
- pass **character and suitability** requirements.

You can read more from the SRA on pathways to qualifying as a solicitor [here](#).

We strongly recommend that applicants familiarise themselves with this criteria and make enquiries about exemptions and equivalence **prior** to applying.

## Different Ways to Study

We offer our programmes and modules in various different modes, to support students with their own personal timelines. Please think carefully about the mode you're applying for and whether you can commit to the suggested weekly hours.

Please note that, where an applicant sits outside of our standard entry criteria, we may strongly recommend you study in a part-time mode.

Module / Programme	Modes	Duration
Graduate Diploma in Law (GDL)	Full-time	20 weeks
	Part-time	40 weeks
Solicitors Legal Knowledge (SQE1 Prep)	Full-time	13 weeks
	Part-time	20 weeks
	Part-time (extended)	40 weeks
Solicitors Legal Skills (SQE2 Prep)	Full-time	10 weeks
	Part-time	20 weeks
	Part-time (extended)	40 weeks
LLM in Legal Practice	Full-time	1 year
	Part-time	2 years
O Shaped: People and Business Skills (30 credits)	Full-time	9 weeks
	Part-time	18 weeks
	Part-time	6 months
	Part-time	12 months

## Entry Requirements

Programme/ Module	UK Law Graduates	Non-Law Graduates or International Law Graduates	Additional English Language Requirements (if English is not first language)
Graduate Diploma in Law (GDL)	N/A	<p>UK undergraduate degree (any subject) with minimum 2:2 classification, or equivalent*</p> <p><b>OR</b></p> <p>3 A-Levels (or equivalent qualification), alongside at least two years of work experience in legal services (for example, as a paralegal)</p> <p><i>**Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</i></p>	<p>If English isn't your first language, English language qualifications equivalent to IELTS at level 6.5 overall, with a minimum of level 6 in each component (writing, listening, speaking, reading)</p> <p><b>OR</b></p> <p>A qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.</p>
Solicitors Legal Knowledge (SLK) – SQE1 Prep	<p>UK undergraduate law degree with minimum 2:2 classification*</p> <p><b>OR</b></p> <p>Equivalent qualification or experience</p> <p><i>*Applications are still invited from those with a third-class degree,</i></p>	<p>UK undergraduate degree (any subject) with minimum 2:2 classification*</p> <p><b>OR</b></p> <p>Equivalent qualification or experience</p>	<p>If English isn't your first language, English language qualifications equivalent to IELTS at level 6.5 overall, with a minimum of level 6 in each component (writing, listening, speaking, reading)</p> <p><b>OR</b></p>

	<p>which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</p>	<p><i>*Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</i></p> <p><b>It is our <u>strong recommendation</u> that candidates without an English or Welsh undergraduate law degree take our GDL before starting the SQE preparation modules or LLM.</b></p>	<p>A qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.</p>
<p><b>Solicitors Legal Skills (SLS) – SQE2 Prep</b></p>	<p>UK undergraduate law degree with minimum 2:2 classification* <b>OR</b> Equivalent qualification or experience</p> <p><i>*Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</i></p>	<p>UK undergraduate degree (any subject) with minimum 2:2 classification* <b>OR</b> Equivalent qualification or experience</p> <p><i>*Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</i></p>	<p>If English isn't your first language, English language qualifications equivalent to IELTS at level 6.5 overall, with a minimum of level 6 in each component (writing, listening, speaking, reading) <b>OR</b> A qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.</p>

	<p>Please note, we recommend students apply for our SQE2 preparation module only if they have either completed a SQE1 preparation module, sat the SQE1 assessment or have been granted exemptions from SQE1 by the SRA.</p>	<p>It is our <b>strong recommendation</b> that candidates without an English or Welsh undergraduate law degree take our GDL before starting the SQE preparation modules or LLM.</p> <p>Please note, we recommend students apply for our SQE2 preparation module only if they have either completed a SQE1 preparation module, sat the SQE1 assessment or have been granted exemptions from SQE1 by the SRA.</p>	
<p><b>LLM in Legal Practice</b></p>	<p>UK undergraduate law degree with minimum 2:2 classification* <b>OR</b> Equivalent qualification or experience</p> <p>*Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</p>	<p>UK undergraduate degree (any subject) with minimum 2:2 classification* <b>OR</b> Equivalent qualification or experience</p> <p><i>*Applications are still invited from those with a third-class degree, which will be considered on a case-by-case basis. If you are applying with a third-class degree, you will be asked to submit a Personal Statement as part of your application, summarising any circumstances which resulted in your degree classification. You may also be invited to an informal interview with our Academic Team to further discuss suitability for admission.</i></p> <p>It is our <b>strong recommendation</b> that candidates without an English or Welsh undergraduate law degree take our GDL before</p>	<p>If English isn't your first language, English language qualifications equivalent to IELTS at level 6.5 overall, with a minimum of level 6 in each component (writing, listening, speaking, reading) <b>OR</b> A qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.</p>



		starting the SQE preparation modules or LLM.	
<p>O Shaped: People and Business Skills</p>		<p>UK undergraduate degree (any subject) OR Relevant legal work experience or qualification (to be considered on a case-by-case basis)</p>	<p>If English isn't your first language, English language qualifications equivalent to IELTS at level 6.5 overall, with a minimum of level 6 in each component (writing, listening, speaking, reading) OR A qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.</p>

### Applicants who have third-class degrees:

We are very passionate about widening access to the legal profession and, as such, still invite applications from those who have achieved third-class degree classifications. However, if you are applying with a third-class degree, you will be asked to submit a personal statement of approximately 350 words as part of your application. The purpose of this personal statement is to ascertain any mitigating circumstances which resulted in you achieving a third-class degree and to provide you with an opportunity to be as open as possible about any relevant academic history and any career aspirations. We encourage you to be as detailed as possible within this statement; if we don't feel we have gained enough insight from your statement, it's possible we'll be in touch to ask you to attend an interview with one of our Programme Leaders. Please also note that, as standard, we encourage those with third-class degrees to considering studying part-time, which we have found is much more manageable for our students.

### Applying based on equivalent experience:

Where applicants do not have a degree and are applying based on equivalent experience in the legal sector, you will have an opportunity to detail this within the application form. If, whilst considering your application, we feel like we need more information about your employment history and experience, we will be in touch. We do recommend that any applicant who wishes to enrol on a module or programme at the College, on the basis of equivalent experience, first applies to the [SRA for equivalence](#).

## How to Apply

Programme/ Module	How to submit an application	Evidence and documents required
Graduate Diploma in Law (GDL)	Visit the ' <a href="#">Apply</a> ' section of our website and access the relevant application form.	<ul style="list-style-type: none"> <li>• Proof of ID</li> <li>• Academic/ educational qualifications (e.g. a degree certificate or a transcript)</li> </ul>
Solicitor's Legal Knowledge (SLK)		<ul style="list-style-type: none"> <li>• <i>If applicable</i>, evidence of English language qualifications.</li> <li>• <i>If applicable</i>, evidence of exemption from SQE1 or evidence of passing SQE1.</li> <li>• <i>If applicable</i>, a personal statement of approximately 350 words.</li> </ul>
Solicitor's Legal Skills (SLS)		
O Shaped: People and Business Skills		
LLM in Legal Practice		

Once you have submitted an application, a member of the Student Services Team will assess this against entry criteria. This can take up to **two weeks** in busy periods, but typically happens much more quickly.

If we require any more information or additional documentation from you, we will be in touch by email to request this. If we think that you would benefit from a short meeting with the Academic Team, we will contact you by email to arrange this.

If you are being offered a place on your chosen programme or module, you will be sent an email containing your formal offer. To accept this offer, you will be asked to complete a short Acceptance Form.

Once you have accepted your place on the programme or module, you will be formally enrolled, at which point you will receive enrolment confirmation including:

- Dates of study
- Log-in details
- Link to Canvas, our learning platform
- An invoice detailing payment dates
- Other important information, including our Student Handbook

## General Admissions Guidance

- Undergraduate degrees are considered to be FHEQ Level 6 and above.
- **International qualifications** - We will recognise non-UK qualifications which can be considered equivalent to a UK degree. We use UK ENIC to check comparability of qualifications, including classification equivalence.
- **Non-law graduates** - If you have an undergraduate degree (or equivalent qualification or experience) but this is not based on the Law of England and Wales, we strongly recommend that you first complete a foundation in law programme for non-law graduates, such as our Graduate Diploma in Law, before taking our SQE preparation modules or our LLM.
- **Law graduates from other jurisdictions** - If you have a law degree but this is not based on the Law in England and Wales, we strongly recommend that you first complete a foundation in law programme for non-law graduates, such as our Graduate Diploma in Law, before taking our SQE preparation modules or our LLM. This recommendation will be made for applicants, even if they have legal work experience.
- **Lawyers qualified in other jurisdictions** - If you are a lawyer who is qualified in another jurisdiction, we ask you to consider doing the Graduate Diploma in Law programme prior to starting your SQE preparation. Please be aware that qualified lawyers from other jurisdictions (even other Common Law jurisdictions) who wish to start SQE preparation without completing the Graduate Diploma in Law may be invited for a meeting with a member of the Academic Team. This does not mean that you will not be offered a place, but we do want you to be aware of the demands of the SQE preparation modules and make an informed decision.
- **Applicants without a degree** - If you are applying based on equivalent experience, with the intention of ultimately qualifying as solicitor, we suggest that you first discuss your circumstances with the SRA. The SRA have their own guidance on what equivalent work experience they will accept to qualify as a solicitor, and consider this on a case-by-case basis. If you can evidence that the SRA are satisfied that your work experience fulfils their criteria, we will be happy to have you on our preparation modules without an undergraduate degree. If you do not first gain equivalence from the SRA, you run the risk of enrolling on a preparation module and then not being permitted to sit the SQE assessments.
- **If English is not your first language** - we require you to be sufficiently fluent in spoken and written English. If English is not your first language, you must have:
  - IELTS at level 6.5 overall with a minimum of 6 in each component (or equivalent); or
  - a qualification which is equivalent to a UK degree which was taught in English and obtained within the last two years.

Please contact us if you feel you should be exempt from this requirement; individual circumstances will be considered on a case-by-case basis.



## Frequently Asked Questions (FAQs)

### UK degrees/qualifications

<p>Is there a time limit from when I completed my degree/ qualification to when I apply? Could my degree/ qualifications be too old?</p>	<p>No, we do not penalise students with older degrees/ qualifications.</p>
<p>My UK degree is law combined with something else (e.g., 'Law with Business Studies'). Would I be considered to have met the admission criteria?</p>	<p>To demonstrate an understanding of the Law of England and Wales, we typically suggest that you have covered at least three of the core foundation subjects covered in a Law degree in England and Wales (Criminal, Contract and Tort, Property, Trusts, Public Law, EU Law and English Legal System) through qualification or work experience. We may ask for a detailed transcript to evidence this.</p>
<p>I have a UK non-law undergraduate degree and an LLM Master of Laws obtained in England or Wales. Would I be considered to meet the admission criteria?</p>	<p>Where applicants do not have a strong understanding of the core foundations of the Law of England and Wales, we strongly recommend you first take a foundation law programme, such as our <a href="#">GDL</a>.</p>
<p>I have a UK non-law undergraduate degree and a specialist LLM (e.g. 'LLM in International Sports Law'). Would I be considered to meet the admission criteria?</p>	<p>Where applicants do not have a strong understanding of the core foundations of the Law of England and Wales, we strongly recommend you first take a foundation law programme, such as our <a href="#">GDL</a>.</p>
<p>I have a Graduate Diploma in Law (GDL). Would I be considered to meet the admission criteria?</p>	<p>Yes. If you have obtained a GDL in the UK, you will meet our admissions criteria for the LLM in Legal Practice and our SQE preparation modules.</p>
<p>I don't have a degree but do have other qualifications. How do I know if they are accepted as 'equivalent'?</p>	<p>A UK qualification can be considered equivalent to an undergraduate degree if it is similar in length and credits of an undergraduate degree, and it is any of the following:</p>



- An accredited qualification at level 6 (or above) of the FHEQ, awarded by a recognised degree-awarding body
- A regulated qualification at level 6 (or above) of the RQF (England, Wales, and Northern Ireland)
- An apprenticeship at level 6 or above, approved by the government departments of England, Wales, or Northern Ireland
- A qualification or apprenticeship at level 9 or above of the SCQF, accredited by the Scottish Qualifications Authority (SQA)

If your qualification is not based on the Law of England and Wales, you are **strongly recommended** to first complete our [GDL](#).

## International degrees/ Qualifications

I hold a degree or other qualification from outside of the UK. How do I know if it will be accepted as 'equivalent'?

If you hold a non-UK degree/qualification, it will be considered equivalent if it is:

- shown to be equivalent to either a UK degree or equivalent UK qualification through a UK ENIC Statement of Comparability; or
- an accredited qualification at level 6 (or above) of the European Qualifications Framework.

Remember, if your qualification or experience is not based on the law of England and Wales, you are **strongly recommended** to first complete our [GDL](#) programme. This recommendation will stand even if you have studied law elsewhere.

I am qualified as a lawyer in another jurisdiction. Will I be offered a place on the SQE preparation modules or LLM in Legal Practice?

If you are a qualified lawyer outside of England and Wales, as a starting point we would recommend that you visit the [SRA website](#) to identify whether you have an SQE assessment exemption. You can find a list of exemptions by answering some short questions [here](#). Once you are clear that you want to proceed with our SQE preparation modules or LLM in Legal Practice, please be aware that we will likely suggest that you **consider** the [GDL](#). This does not mean that you will not be offered a place on your chosen module or programme, but we want to maximise your chance of success on your SQE journey and may therefore recommend the GDL.

## Applying on the basis of work experience

<p>I have a non-law degree (or equivalent) but have work experience in the legal industry. What roles would you consider would enable me to progress directly onto your LLM and SQE modules without first doing a foundation in law programme (e.g. the GDL)?</p> <p>How many years of experience do I need?</p>	<p>We welcome applications from those who may have experience as a paralegal, legal assistant, legal secretary, and any other relevant roles. Applications will be reviewed on a case-by-case basis and can be detailed in the application form (although we may request further detail).</p> <p>We typically look for around two years of full-time legal work experience. We do however recognise that each case is different and would encourage anyone with less experience to discuss their circumstances with us. We very much consider applicants who are applying based on work experience on a case-by-case basis, and will contact you if we require more detail or think you would benefit from an appointment with a member of the Academic Team.</p>
<p>I have significant legal work experience, but no degree or equivalent qualifications. Can I still apply?</p>	<p>We want to encourage and support people from all backgrounds to become solicitors, including those without a degree (or equivalent) who have work experience equivalent to a UK undergraduate degree.</p> <p>The SRA have their own guidance on what equivalent work experience they will accept to qualify as a solicitor. If you are intending on applying for the SQE preparation modules or the LLM, we suggest that you discuss your circumstances directly with the SRA before committing to our module. Guidance from the SRA on demonstrating equivalence to a degree can be found <a href="#">here</a>.</p> <p>If the SRA are satisfied that your work experience fulfils their criteria, we will be happy to accept you on to the module or programme you have applied for. We want you to be confident that you will be granted equivalence to sit the SQE assessments before committing to study.</p> <p>If you do not have this information from the SRA but still wish to proceed with an application to one of our modules or programmes, you can detail your experience within our application form. We may follow up and ask for more information upon receiving your application form.</p>



## Other

<p>I live outside of the UK. Can I become a student with you?</p>	<p>Yes, we welcome international students (who fulfil the entry criteria) onto our programmes.</p> <p>There is no requirement to travel to the UK as part of your studies as all our modules and programmes operate online/virtually.</p> <p>The College does not provide sponsorship for Student Visas.</p>
<p>I am not a UK citizen but wish to come to the UK to study. Will enrolling onto your module or programme allow me to apply for a student visa?</p>	<p>No, as we do not have a physical campus in the UK and all your study is expected to be completed online/virtually (and so could be completed overseas). Enrolling onto our modules or programmes does <b>not</b> make you eligible for a UK student visa and the College does not provide sponsorship for Student Visas.</p>
<p>English is not my first language. What do I need to do?</p>	<p>If English is not your first language, you must have a valid (in date) Academic IELTS certificate at level 6.5 overall with a minimum of 6 in each component (or equivalent, such as TOEFL).</p> <p>You can be exempt from this requirement if you have a qualification which is equivalent to a UK undergraduate degree which was taught in English and obtained within the last 2 years (for example, if you studied your undergraduate degree in English at a university in the United Kingdom).</p> <p>We do not accept Duolingo as evidence of English language.</p>
<p>I have a non-law degree and no legal work experience but think that I would be able to pass the SQE with your standard preparation modules. I do not wish to do your Graduate Diploma in Law programme. Can I still apply?</p>	<p>It is likely that you will find the preparation modules very difficult if you have no legal background. We strongly advise against enrolling onto our preparation modules if you do not have any legal background (a relevant degree or work experience).</p> <p>Applications will be considered on a case-by-case basis. Where applicants do not have a strong understanding of the core foundations of the Law of England and Wales, we strongly recommend you first take a foundation law programme, such as our <a href="#">GDL</a>.</p>
<p>I studied SQE1 preparation (SLK) with another provider. Can I now apply to study SQE2 preparation (SLS) with the College of Legal Practice?</p>	<p>Yes, you can change providers during your SQE studies. You will still need to fulfil our entry criteria to enrol on to one of our modules.</p>
<p>I studied SQE1 and SQE2 preparation modules with you and passed. Can I complete additional modules to obtain the LLM in Legal Practice, even though I did not originally enrol for this?</p>	<p>This is dependent on when you enrolled on your modules. If it was before 6<sup>th</sup> November 2023, you can transfer to the Flexi LLM and use the credits obtained in your preparation modules towards this award. You will need to complete a personal statement as this is an additional entry requirement for the LLM. Provided this is accepted, you can then go on to enrol for the remaining modules which make up the LLM.</p> <p>Please note that you will not be eligible for a Masters Loan for the LLM if you 'top up' your modules in this way; the Masters Loan is only available to those who enrol for the full-time or part-time LLM from the outset.</p>



Can I claim exemption from one or more of the SQE assessments if I am qualified as a lawyer in another jurisdiction?

If you are a qualified lawyer in another jurisdiction, you can apply to the SRA for exemption from some or all of the SQE on the basis of your qualifications or experience.

An exemption may only be granted for a whole examination (not from individual questions within an examination).

To be eligible, you will have to demonstrate how your professional qualification or experience is equivalent in content and standard to the particular SQE examination(s) from which you are seeking exemption. More information can be found [here](#).

You will need to apply to the SRA directly to request an exemption.





# ABOUT US

The College of Legal Practice is a postgraduate legal education provider registered in England and Wales. The College delivers formally accredited higher education and Masters level programmes, due to its inclusion on the Register of English higher education providers regulated by the Office for Students and the award of New Degree Awarding Powers.

If you would like to find out more about our programmes, or for an informal discussion regarding which programme may work best for you, please get in touch:

## Contact Us

Email [info@collegalpractice.com](mailto:info@collegalpractice.com) or

Call 020 3884 4112

Option 1: Before you make an application: Student Recruitment

Option 2: After application or enrolment: Student Services

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