**APPLICATION FORM**

**To volunteer as a Legal Companion, staffing an information desk at the County Court sitting at Wolverhampton.**

**PLEASE COMPLETE ALL SECTIONS FULLY**

|  |
| --- |
| **SECTION 1 - PERSONAL DETAILS** Name:Address (including postcode):Telephone Number (Home): (Mobile):University Email Address: **@wlv.ac.uk**Student Number: |

|  |
| --- |
| **SECTION 2 – EDUCATION**Degree Course:Current Level (3/4/5/6):Please provide a summary of your education/training and relevant qualifications. |

|  |
| --- |
| **SECTION 3 – EMPLOYMENT HISTORY**Please provide a summary of your last TWO years employment history including any details of volunteer work you have done in the past or that you are doing at present. |

|  |
| --- |
| **SECTION 4 - REASONS FOR YOUR APPLICATION**Please tell us why you are applying to be a Legal Companion. |

|  |
| --- |
| **SECTION 5 – INTERESTS**Please tell us about your hobbies, interests and engagement with activities beyond your studies. |

|  |
| --- |
| **SECTION 6 - REFERENCE**Please provide details of TWO people who can tell us about you.A referee should be someone who knows you well, and MUST include your personal tutor at the university. You should seek approval from your personal tutor BEFORE providing their details. You may include an employer if you wish. We are unable to accept references from any members of your family or your partner. A referee from outside the university will only be contacted after any interview. Any reference will be used to assist us in deciding your suitability as a Legal Companion. |
| First Reference: **(university personal tutor)**Name:Job Title:Department:Telephone Number:Email address: | Second Reference: Name and Job Title:Company:Address:Telephone Number:Relationship to you (e.g. employer): |

|  |
| --- |
| **SECTION 7 - CONFIRMATION OF DETAILS**By completing this section and submitting the application form, you are confirming that the information given in this application is to the best of your knowledge true and accurate.Print Name: Date: |

Training for successful applicants will include training on Tuesday 21st January, Wednesday 22nd January, Thursday 23rd January (10-4 daily) and a court visit on Friday 24th January 2020. Interviews will be held the week commencing 3rd December 2019.

**Please forward this completed application form AND your CV to K.Willets@wlv.ac.uk by 5pm on Wednesday 20th November 2019. Please include “WLCompanions” in the subject line.**