

## **Frequently Asked Questions** **(Training Contracts)**

**Q. How many trainees do you recruit each year?**

**A.** We usually recruit one trainee each year depending on the calibre of the applications.

**Q What salary will I receive as a trainee?**

**A.** The salaries are based on guidance provided by the SRA.. The current recommended salary for a trainee solicitor is £16,650.

**Q. Do you mind where I study for my CPE/LPC?**

**A.** We encourage candidates to choose which particular institution and course are right for them and we are happy for our future trainees to study wherever suits them.

**Q. What financial assistance does Charles Lucas and Marshall offer whilst I am studying?**

**A.** We are unable to provide assistance with your fees for the LPC and CPE.

**Q. Can I make my application via e-mail?**

**A.** Applications are accepted via e-mail or paper based provided they contain all the relevant information we require in order to consider applications. Please see the section on How to apply for a training contract for more information.

**Q. What degree results are required to be considered for a training contract?**

**A.** We require at least a 2:2 at degree level.

**Q. What if I need to update my application after I have submitted it?**

**A.** If you wish to supply us with updated information please contact our HR Manager to make the necessary changes.

**Q. I didn't study law at university will this affect my application?**

**A.** We accept applications from both law and non-law graduates however those who did not study law at university will need to complete a conversion course (CPE) in order to be eligible for a training contract.

**Q. Do you accept applications from candidates who have not taken part in a work experience placement at Charles Lucas and Marshall?**

**A.** We are happy to accept applications from candidates who have not taken part in a work experience placement; however we encourage prospective trainees to spend some time with us so that they have the opportunity to experience what it is like working for Charles Lucas and Marshall.

## **Frequently Asked Questions** **(Interviews re: Training Contracts)**

### **Q. When do training contract interviews take place?**

**A.** Interviews with prospective trainees usually take place between June and August in the year prior to the commencement of the training contract (i.e. in June/July/August 2011 for training contracts to commence in 2012).

### **Q. What does the training contract interview process involve?**

**A.** The interview process for all candidates regardless of whether they have undertaken a work experience placement with Charles Lucas and Marshall will involve some or all of the following elements depending on which stage they progress to:

- Up to 2 face to face interviews.
- A written exercise.
- An online psychometric test.
- A presentation on an area of law of interest to you.

### **Q. When will I be notified of a decision?**

**A.** Unsuccessful candidates at each stage will be notified as soon as possible regarding the progress of their application. Those candidates who progress to the second and final interview stage will be notified no later than 31<sup>st</sup> October in the year prior to their potential training contract commencing.