**ISLAMABAD HIGH COURT**

Attach

Photo

**LAW CLERKSHIP APPLICATION FORM**

*To be filled in by the candidate. Please read the additional Instructions on Page* ***8***

**PART–I PERSONAL DETAILS**



|  |  |
| --- | --- |
| Name |  |
| Father’s Name |  |
| Gender | Male Female |
| Date of Birth |  |  |  | **-** |  |  | **-** |  |  |  |  |  |
|  |
| Country of Birth |  |
| CNIC No. |  |  |  |  |  |  | **-** |  |  |  |  |  |  |  | **-** |  |  |
| Postal Address |  |
| Permanent Address |  |
| Mobile Telephone |  |
| Home Telephone |  |
| Email Address |  |
| Emergency ContactName & Cell Number |  |
| Next of Kin Name andCell Number |  |

**PART–II LEGAL STANDING**

**i.** Have you ever been convicted by a court of competent jurisdiction in Pakistan or in any other jurisdiction(s) outside of Pakistan fora criminal offence?

|  |  |  |  |
| --- | --- | --- | --- |
| **YES** |  | **NO** |  |

|  |  |
| --- | --- |
| **ii.** | Have you ever been sanctioned by a Disciplinary Committee or any other competentauthority dealing with academic or professional misconduct in Pakistan or in any otherjurisdiction(s) outside of Pakistan?(Sanction’ includes but is not limited to Oral or Written Censure, Disciplinary Probation, Restrictions, Fines, Forfeiture,Suspension or Termination of licence, Removal from Roll of respective body, and Dismissal from service or Expulsion from institution.)**YES** |
| **iii** | Are there any proceedings currently pending against you before any court, Tribunal orany other *fora* in Pakistan or in any other jurisdiction(s) outside of Pakistan?**YES** |
| *If you answered* **YES** *to any or all of the questions numbered i. to iii., you may be asked to provide written explanation as to the circumstances leading up to the action taken against you.(Attach a sheet)* |

**PART – III EDUCATION**



|  |
| --- |
| **A. POST-GRADUATE EDUCATION [Bar at Law, LLM, J.D *etc.*]** |
| Course Title |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Qualification Type |  |
| Subject(s) |  |
| Grade (or Marks) |  |

|  |  |
| --- | --- |
| Course Title |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Qualification Type |  |
| Subject(s) |  |
| Grade (or Marks) |  |

|  |
| --- |
| **B. UNDER-GRADUATE EDUCATION [LLB, BSc, BA etc.]** |
| Course Title |  |
| Subject(s) |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Subject (Major)Examples include “Pre-Medical”, “Pre-Engineering” |  |

|  |
| --- |
| **C. INTERMEDIATE – [F.A., F.Sc. A-LEVEL *etc.*]** |
| Course Title |  |
| Subject(s) |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Subject (Major)Examples include “Pre-Medical”, “Pre-Engineering” |  |

|  |
| --- |
| **D. SCHOOL EDUCATION [MATRICULATION, O-LEVEL *etc.*]** |
| Course Title |  |
| Subject(s) |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Subject (Major)Examples include “Pre- Medical”, “Pre- Engineering” |  |

*Please use the space provided below for any additional Degree(s) or Qualification(s) not covered above*

|  |  |
| --- | --- |
| Course Title |  |
| Subject(s) |  |
| Institution Name |  |
| Country |  |
| Years Attended |  |
| Qualification Type |  |
| Subject (Major)Examples include “Pre-Medical”, “Pre-Engineering” |  |

*\* Extra Sheet may attach as per given format (if required)*

**PART–IV EMPLOYMENT**



|  |
| --- |
| **A. LEGAL EMPLOYMENT** |
| Organization |  |
| Location |  |
| Length of Employment(From – To Year Month) |  |
| Position Held |  |
| Responsibilities/Role |  |

|  |
| --- |
| **B. ADDITIONAL (LEGAL & NON-LEGAL4)**Can include Volunteer work undertaken by the Candidate. |
| Organization |  |
| Location |  |
| Length of Employment(From – To Year Month) |  |
| Position Held |  |
| Responsibilities/Role |  |

|  |  |
| --- | --- |
| Organization |  |
| Location |  |
| Length of Employment(From – To Year Month) |  |
| Position Held |  |
| Responsibilities/Role |  |

**PART–V SKILL(S) AND QUALIFICATION(S)**



|  |
| --- |
| **A. LANGUAGES** |
| **LANGUAGE** | **Written Proficiency****(Native, Good, Average, Passable, Poor)** | **Spoken Proficiency****(Native, Good, Average, Passable, Poor)** |
| URDU |  |  |
| ENGLISH |  |  |
| *Please use the space provided below for additional languages you wish to add.* |
|  |  |  |
|  |  |  |

|  |
| --- |
| **B. BAR ASSOCIATION ENROLMENT** |
| **BAR** | **District/Province Name** | **Year of Enrolment****Membership Number** |
| District Bar |  |  |
| High Court Bar |  |  |
| *Please use the space provided below for any membership(s) held in a Bar outside of Pakistan.* |
| **BAR** | **Jurisdiction** | **Year of Enrolment****Membership Number** |
|  |  |  |
|  |  |  |

|  |
| --- |
| **C. ADDITIONAL PROFESSIONAL QUALIFICATIONS** |
| Qualification |  |
| Name of Awarding Body |  |
|  |
| Qualification |  |
| Name of Awarding Body |  |

**PART – VI ACHIEVEMENTS AND EXTRACURRICULAR**

**A. AWARDS**

*Please state below the details of any Scholarships, Awards or other Accolades achieved.*

**B. EXTRACURRICULAR**

*Please state below the details of your extracurricular activities, interests, hobbies and any other thing(s) of interest about yourself.*

**PART–VII REFERENCES**



|  |
| --- |
| **REFEREE No. 01** |
| **Name** |  |
| **Position** |  |
| **Organization** |  |
| **Address** |  |
| **Telephone** |  |
| **Email** |  |

**Reference Letter attached YES NO**

|  |
| --- |
| **REFEREE No. 02** |
| **Name** |  |
| **Position** |  |
| **Organization** |  |
| **Address** |  |
| **Telephone** |  |
| **Email** |  |

**Reference Letter attached YES NO**

**PART – VIII IMPORTANT INSTRUCTIONS**

**APPLICATION**

1. This application may be filled digitally.

2. If you require additional space to fill out any PART, please use the Bottom of this

Application for this purpose. Clearly marking the relevant PART and Section.

3. All parts must be filled in. Please write either NOT APPLICABLE N/A or PENDING

where appropriate. Do not leave any PARTS empty.

4. All applications must be printed on A4 sized Pages. (If for any reason it is not possible, the reason for emailing soft copy should be made to relevant officer (in next para). If he agrees, then it may be done.

5. The applications and other documents must be printed, and a completed Pack

marked “Law Clerkship Application” sent to: -

*Deputy Registrar (Admin), Islamabad High Court*

*Bela Road, G-10/1, Islamabad, Pakistan*

*Telephone: +92 51 9108053*

6. The deadline for application submission is 15 days from publishing of Advertisement. No submissions after the deadline will be entertained under any circumstances.

**DOCUMENTS**

7. Please provide TWO (2) Copies of each document.

8. Documents for the purpose of this application will include copies of the Candidate’s CNIC, Educational documents, Certificates/Awards, Memberships/Licenses, sealed reference letters (*original*), CV, two passport size photos, and any other document the Candidate relies upon in this application as per sequence mentioned in form.

**REFERENCES**

9. The Referee must be a member of the legal fraternity and an academic supervisor

(Head of Department/Dean).

10. The Referee cannot be related to the Candidate.

11. The Referee must know the Candidate for a minimum of ONE year at the time of writing the Reference Letter.

12. You must attach a Reference Letter from each of your Referees with your application.

The Letters must be written and signed by the Referee.

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