

## Paralegal - External Application Form 2025

### SECTION 1 : Entry Criteria

#### Paralegal Apprenticeship

- ▼ 96 UCAS points x 3 A-Levels  
(CCC A-Levels)
- ▼ 5 x GCSEs at grades 9-4, including in  
English and Maths (or equivalent)

When submitting your completed application form, please also provide proof of qualification to support your application. Please ensure the completed form and proof are emailed across to [anexoacademy@bondturner.com](mailto:anexoacademy@bondturner.com)

### SECTION 2 : Personal Details

Name:

Address:

Postcode:

Email:

Phone:

Do you require any reasonable adjustments to be made if you are invited to an assessment day or interview?      Yes ☐      No ☐      If yes, provide details below:

# BOND ▼ TURNER

## Paralegal - External Application Form 2025

### SECTION 3 : Academic

#### University

Institution: INSTITUTION NAME

Course: COURSE DETAILS

Dates attended: DATE ATTENDED To: DATE ATTENDED

Grade achieved/predicted: YOUR GRADE

#### College / School

Institution	Qual Type	Subject	Grade	Date Awarded
Name:				
Address:				
From:				
To:				
Name:				
Address:				
From:				
To:				

## Paralegal - External Application Form 2025

### SECTION 4 : Work / Professional Experience

Please provide details of any courses or other specialised training not included above which you feel are relevant to this role (e.g., Duke of Edinburgh Award, St John's Ambulance etc.)

#### Work Experience / Past Employment (1)

Firm:	FIRM NAME
Department:	DEPARTMENT
Date joined:	DATE JOINED
Brief details / key responsibilities:	DETAILS / RESPONSIBILITIES
Reason for leaving:	REASON FOR LEAVING

#### Work Experience / Past Employment (2)

Firm:	FIRM NAME
Department:	DEPARTMENT
Date joined:	DATE JOINED
Brief details / key responsibilities:	DETAILS / RESPONSIBILITIES
Reason for leaving:	REASON FOR LEAVING

## Paralegal - External Application Form 2025

### SECTION 5 : Questions

#### General

What type of student were you? How would you describe yourself? (Max. 200 words)

Why do you want to train at Bond Turner? (Max. 200 words)



## Paralegal - External Application Form 2025

### SECTION 5 : Questions

#### General

What do you think are the most important skills a Paralegal should display? (Max. 200 words)

Why do you consider that you have the necessary qualities to succeed as a Paralegal? (Max. 200 words)

## Paralegal - External Application Form 2025

### SECTION 5 : Questions

#### General

Describe a time when you went over and above to help another pupil/work colleague. (Max. 200 words)

What is your long-term career goal and why? (Max. 200 words)

## Paralegal - External Application Form 2025

### SECTION 5 : Questions

#### General

Apprenticeships consist of a full-time job and study and will require you to organise your time. Can you tell us about a time when you had to manage your time and what techniques you used? (Max. 100 words)

Can you tell us about a time when you received negative feedback? How did you handle it and what did you do to improve? (Max. 200 words)



## Paralegal - External Application Form 2025

### SECTION 5 : Questions

#### Organisational

What areas of law do Bond Turner specialise in?

What recently publicised cases are Bond Turner involved with?

When did the Anexo Group become a PLC?

### SECTION 6 : References

You will need to submit TWO references (forms attached below). Please ensure that your referees are not family members. A referee could be a mentor/tutor/teacher, etc.

#### Reference 1:

Name:

Position:

Organisation Name & Address:

Email address:

Telephone:

#### Reference 2:

Name:

Position:

Organisation Name & Address:

Email address:

Telephone:



## Paralegal - External Application Form 2025

### Section 7 - Referees Only

### Reference Forms

Applicant Name:

How long have they been known to you:  In what capacity:

	Excellent	Good	Satisfactory	Requires Improvement
▼ Attendance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Punctuality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Confident in communicating instructions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Confident public speaker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Good organisational skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Mature and thoughtful outlook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Demonstrates initiative and a proactive approach	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Able to develop positive relationships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Able to manage a team effectively	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Being a positive role model	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Ability to meet deadlines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Ability to take advice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Smart appearance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide details in relation to the applicants skills/abilities for this role below:

Print Name:  Date:

Signature:  Position:

Organisation Name:  Email:

## Paralegal - External Application Form 2025

### Section 7 - Referees Only

### Reference Forms

Applicant Name:

How long have they been known to you:  In what capacity:

	Excellent	Good	Satisfactory	Requires Improvement
▼ Attendance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Punctuality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Confident in communicating instructions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Confident public speaker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Good organisational skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Mature and thoughtful outlook	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Demonstrates initiative and a proactive approach	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Able to develop positive relationships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Able to manage a team effectively	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Being a positive role model	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Ability to meet deadlines	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Ability to take advice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
▼ Smart appearance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please provide details in relation to the applicants skills/abilities for this role below:

Print Name:  Date:

Signature:  Position:

Organisation Name:  Email: