

## Apply for an individual SQE assessment exemption

Updated 7 August 2024

### What is an exemption?

When a qualified lawyer does not have to sit one or more of the [SQE assessments](https://sqa.org.uk/about-sqa/what-is-the-sqa/assessment-topics) [<https://sqa.org.uk/about-sqa/what-is-the-sqa/assessment-topics>].

To get an exemption your legal qualification and/or experience must be the same as the SQE assessment content and standard, which is based on English and Welsh law.

These are the three possible exemptions available:

- SQE1 Functioning Legal Knowledge (FLK) 1
- SQE1 Functioning Legal Knowledge (FLK) 2
- SQE2

We do not grant exemptions from part of an assessment. It can only be from all of FLK1, FLK2 or SQE2.

Also, we will not grant you an exemption from any part of the SQE that you have failed or are still waiting for your results from. If you fail an assessment, you must retake it and pass to be eligible to qualify as a solicitor in England and Wales.

### Who can apply?

SQE assessment exemptions are only available to qualified lawyers. This is someone who holds a professional legal qualification which confers rights to practise in England and Wales or in another jurisdiction in the UK or abroad.

You must have already been admitted in the jurisdiction to apply for an exemption.

You also need to have one or more of these practising rights:

- Criminal litigation (including advising clients at the police station)
- Civil litigation - referred to as dispute resolution on the form
- Property practice
- Wills and intestacy, probate administration and practice
- Business organisations rules and procedures.

We will check that your qualification gives you the right to practise when you apply for admission as a solicitor. You will need to give us a certificate of good standing from the relevant authority such as your regulatory body, law society or bar association. If you are qualified in more than jurisdiction, you must provide a certificate of good standing from each authority.

### Which exemption can you apply for?

You can apply for an exemption from either SQE1 and/or SQE2. However, the threshold for exemptions from SQE1 is very high; since the introduction of the SQE, we have only granted one individual exemption from SQE1.

### SQE1

SQE1 is comprised of two 180-question assessments (FLK 1 and FLK 2) over 10 hours. It requires a high level of knowledge and application of the law and legal practice in England and Wales. Because of this, we advise that you contact us before applying.

If you choose to apply for an exemption from SQE1, your evidence will need to show that:

1. Your qualifications and/or work experience cover the areas of law assessed in [SQE1](https://sqa.org.uk/exam-arrangements/assessment-information/sqe1-assessment-specification) [<https://sqa.org.uk/exam-arrangements/assessment-information/sqe1-assessment-specification>]- either for FLK 1 or FLK 2, or the whole assessment.
2. The law where you are qualified and/or have done your work experience is not substantially different to the law of England and Wales.



3. Your qualifications and/or experience are equivalent to level three of our [SRA Threshold Standard](https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/) [https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/].
4. You have detailed references from your supervisor(s) to corroborate all your work experience.
5. You have relevant samples of your work. For example, redacted attendance notes, letters to clients etc.

Given how difficult it is to obtain an exemption from SQE1, you may wish to sit the assessment instead. To do this, you will need create an account and [register to sit the exam](https://sqa.sra.org.uk/registering-and-booking/) [https://sqa.sra.org.uk/registering-and-booking/].

### Timescales for an SQE1 exemption application

We aim to decide within 180 days of receiving a completed SQE1 exemption application. This timescale reflects that we may need to send your application to an external assessor to consider all of your evidence and produce a report for us. This is what we would then consider when making our decision.

If you wish to apply for SQE1 exemption, we recommend [contacting us](https://upgrade.sra.org.uk/contactus) [https://upgrade.sra.org.uk/contactus] first.

### Using a QLTS MCT

If you apply for an SQE1 exemption, you can use your QLTS MCT as part of your evidence. However, the MCT alone is not equivalent to the SQE1FLK1 or FLK2 assessments.

There are differences between the QLTS day one outcomes and what is tested in SQE1. For example, SQE1 includes the procedural subjects of Business Law and Practice Wills and the Administration of Estates, Property Practice, Dispute Resolution and Criminal Practice which are not tested in the MCT. There are no partial exemptions available, so you would need to make sure you can provide sufficient evidence for any areas not covered by the MCT.

If you wish to use your MCT and apply for SQE1 exemption, please [contact us](https://upgrade.sra.org.uk/contactus) [https://upgrade.sra.org.uk/contactus].

## SQE2

If you wish to apply for an exemption from SQE2, you must show that you have the skills and legal knowledge assessed and applied to the same standard as candidates taking the assessment. This is done through your qualification(s) or experience, or a combination of both.

You may apply for an exemption from SQE2 if you have:

- the same practice rights as a solicitor of England and Wales, and
- at least two years' professional legal work experience (or equivalent).

### Professional legal work experience

You cannot rely upon pre-qualification work experience for an SQE exemption because it is below the threshold standard of a newly qualified solicitor. The work experience you use must be either mandatory (part of your qualification) or post-qualification in your capacity of a qualified lawyer.

### Check your qualification in our jurisdiction finder

Before you apply, please check if [your qualification](https://upgrade.sra.org.uk/become-solicitor/qualified-lawyers/sqe-exemptions/#finder) [https://upgrade.sra.org.uk/become-solicitor/qualified-lawyers/sqe-exemptions/#finder] has already been assessed for an SQE2 exemption. This will give you specific information on what evidence you will need to supply.

### Not on jurisdiction list

If your jurisdiction or qualification is not on the list, this means we have not had an application relating to that qualification or may be currently considering one.

If you do choose to apply, you will need to demonstrate how your skills and experience is equivalent to these five practice rights:

- Criminal litigation (including advising clients at the police station)
- Civil litigation, which is referred to as dispute resolution on the form



- Property practice
- Wills and intestacy, probate administration and practice
- Business organisations rules and procedures

See above regarding providing evidence of your two years' legal work experience, this needs to be part of your qualification or post, or a combination of these.

The practical legal skills you need to demonstrate is equivalent to level three of our [SRA Threshold Standard](https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/) (<https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/>).

## English or Welsh language competence

If you are granted an exemption from the SQE2 assessment, you will also need to demonstrate your [English or Welsh language competence](https://upgrade.sra.org.uk/become-solicitor/qualified-lawyers/sqe-exemptions/english-or-welsh-language-proficiency/) (<https://upgrade.sra.org.uk/become-solicitor/qualified-lawyers/sqe-exemptions/english-or-welsh-language-proficiency/>).

## What to do before applying

Make sure you have added all your legal qualifications and jurisdictions in [mySRA](https://upgrade.sra.org.uk/mysra/) (<https://upgrade.sra.org.uk/mysra/>) within 'My profile'. Take care when adding jurisdiction details, including date of qualification to your profile in mySRA. You will not be able to apply for an exemption until you do this.

To do this, you will need to [create a mySRA account](https://upgrade.sra.org.uk/mysra/get-mysra-account/) (<https://upgrade.sra.org.uk/mysra/get-mysra-account/>). If you already have one, you will need to [log in](https://my.sra.org.uk/) (<https://my.sra.org.uk/>).

## Sitting SQE1 while awaiting an SQE2 decision

If you are applying for an SQE2 exemption and you are ready to sit SQE1 you can do this alongside making your exemption application. Any results from this exam will not affect the decision.

If the exemption is not granted you will need to have passed SQE1 before you are allowed to sit SQE2.

If you are granted an SQE2 exemption, you are allowed three attempts at SQE1. These must be taken within six years and start from the first day of sitting the SQE1 assessment.

## Fee

The application fee is £265.

## How to complete your application

[Open all](#) [#]

### [Section 1 - Personal details](#)

Fill in your personal details.

### [Section 2 - Jurisdiction contact details \(including practice rights\)](#)

You need to provide details of the law society, bar or other authority you are qualified under. This including your current professional title, date of qualification and registration number. You will also need to provide the contact details for the law society, bar or other authority.

You will then need to confirm whether you hold any of the following practice rights in your jurisdiction:

- Criminal litigation
- Civil litigation, which is referred to as dispute resolution on the form
- Property practice
- Wills and intestacy, probate administration and practice
- Business organisations, rules and procedures

If you do not have all these rights, you will need to complete Section 8 (Technical legal practice B1-7 only) on the application form.

### **Section 3 - Ethics**

Please tell us if your jurisdiction/qualification's Code of Conduct or any ethical obligations include these requirements:

- upholding the proper administration of justice and the constitutional principles of your jurisdiction or of the rule of law
- upholding public trust and confidence in your profession and in legal services provided by lawyers in your jurisdiction
- acting with independence
- acting with honesty and integrity
- acting in a way that encourages equality, diversity and inclusion
- acting in the best interests of each of your clients

The obligations set out above may be expressed differently in other jurisdiction/qualification's Codes of Conduct or ethical obligations.

### **Section 4 - Which exemptions are you applying for**

You will need to choose which exemptions you are applying for. These can be either agreed exemptions for your qualification or new/additional exemptions.

#### **Agreed exemptions (only)**

Find out what exemptions are available and how to apply for them.

#### **4a - Agreed and additional exemptions**

If your qualification has an agreed exemption, for example from SQE2, you may wish to apply for an SQE1 exemption as well. This will be based on your qualifications and/or work experience.

If you want to apply for these, please tick section 4a and then complete section 4b.

#### **4b - New exemptions**

Please complete this section for an individual exemption (new or additional).

You can apply based on your legal or other qualifications and/or professional legal work experience.

Evidence you can use include:

- your professional legal qualification which gives you practise rights
- a personal qualification (undergraduate or Master's degree, diploma, CPD courses etc)
- your own professional legal work experience.

If you are using work experience as evidence, you will need to tell us about the organisation where it was gained, including:

- organisation name
- organisation SRA number (if applicable)
- the length of the period of work experience
- your job title
- the name of any supervisor(s) and their SRA number(s) (if applicable)
- the legal qualification of your supervisor(s)

### **Section 5 - SQE1 functioning legal knowledge assessment table (FLK1)**

To grant an exemption from the SQE1 FLK1 assessment, we must be satisfied that your qualifications and/or experience are not substantially different in content and standard to the SQE.

You will need to show us that your qualifications and/or experience are equivalent to FLK1 - both content (coverage of the areas of law) and standard (the standard of a newly qualified solicitor in England and Wales).

Please be aware we cannot grant partial exemptions.

In the assessment table under 'Please tell us how these areas are covered by your professional legal qualification', you should provide details showing that it:

- covers content which is not substantially different to the areas of English and Welsh law assessed in FLK1
- is of a standard comparable to level three of our Threshold Standard - the standard of a newly qualified solicitor.

Under 'If these areas are covered by another qualification or experience, please tell us how', include any other relevant qualifications, and your professional experience. This should:

- cover content which is not substantially different to the areas of English and Welsh law assessed in FLK1
- be exercised at a standard which is comparable to level three of our [Threshold Standard](https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/) [\[https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/\]](https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/) - the standard of a newly qualified solicitor.

You must also provide evidence that:

- the law in the jurisdiction where you gained your professional qualification or experience is not substantially different from the law in England and Wales. It is not sufficient to state that your jurisdiction's law resembles or is based on that of England and Wales. You must provide evidence, for each of the areas of law assessed in FLK1, that the law is not substantially different.
- your qualification requires you to adhere to a code of conduct or ethical obligations similar to our SRA Principles and SRA Code of Conduct for Solicitors, RELs and RFLs.

### **Supporting evidence**

You must include the following evidence within your application:

- other qualifications through certificates and transcripts
- all work experience must be corroborated by detailed references from your supervisor(s)
- redacted relevant samples of your work.

You can use evidence for more than one area of law or more than one skill.

### **Examples**

'I am a qualified lawyer and hold English and Welsh qualifications such as a law degree or the Legal Practice Course which cover the subjects assessed in FLK1. I wish to apply for an exemption from SQE1 FLK1.'

Your qualification may meet our requirement in respect of content, that is, you may have studied the areas of law assessed in FLK1. However, as these qualifications are not set at the standard of a newly qualified solicitor, they will not on their own be sufficient evidence to grant you an exemption.

You would need to submit additional evidence to show that you have met the standard of a newly qualified solicitor. For example, you could submit evidence about your experience as a practising lawyer, if this was in a jurisdiction whose law is not substantially different to the law in England and Wales - use the relevant column in sections 5 and 6 of the form.

For an exemption to be granted, you would have to show that your experience covered all of the law assessed in the assessments you seek exemption from, at the level of a newly qualified solicitor. We are not able to accept applications where there are any gaps in relation to the law assessed in FLK1.

'I am a qualified lawyer who has studied all the areas of legal knowledge in FLK1. I qualified in, and practise in, a jurisdiction which has law that is not substantially different from that of England and Wales. However, my professional Code of Conduct does not have the duties set out in the SRA Principles and SRA Code of Conduct.'

Because your qualification does not require you to adhere to a code of conduct or ethical obligations that are similar to those in our SRA Principles and our SRA Code of Conduct, you will not be entitled to an exemption from SQE1 FLK1. Depending on your experience, you may be entitled to exemption from SQE2.

### **Guidance for referees**

Please make sure that your referee(s) have read this information.

All references must:

- be provided for each period of experience claimed
- be written for the purposes of this application and dated within the last 3 months
- be submitted on letterheaded paper.

Referees must:

- have provided direct supervision and have made it clear in their reference what the supervision arrangements were
- have read your application and reviewed all supporting evidence before corroborating your experience and confirm that they have done so in their reference
- include examples from their direct observation of your work
- confirm the dates they supervised you
- have read your application and reviewed all supporting evidence before confirming your experience and stating that they have done so in their reference.

### How to show your experience and provide work samples

Here is a suggestion for how you could complete the assessment table, using the Business Law and Practice section as an example.

Area of functioning legal knowledge	Please tell us how these areas are covered by your qualification	If these areas are covered by another qualification or experience, please tell us how	Please tell us how the law covered by your qualification, which you have practiced in your work experience, is not substantially different to the law of England and Wales	Evidence in support, eg academic qualifications or awards, reference, samples of work etc
<b>1. Business Law and Practice Business organisations, rules and procedures</b>				
1.1 Business and organisational characteristics (sole trader / partnership / LLP / private and unlisted public limited companies)	<p>Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.</p> <p>Make sure that you explain:</p> <ul style="list-style-type: none"> <li>• the scenario</li> <li>• your involvement</li> <li>• the skills you demonstrated the final outcome.</li> </ul>	Example here	Example here	<p>Evidence in support eg reference or work sample.</p> <p>For example, redacted emails to supervisor, page 16</p> <p>Document 33 record of telephone call with client</p> <p>Document 35, page 4, letter to other parties' solicitor</p>
1.2 Legal personality and limited liability	<p>Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.</p> <p>Make sure that you explain:</p> <ul style="list-style-type: none"> <li>• the scenario</li> <li>• your involvement</li> <li>• the skills you demonstrated the final</li> </ul>	Example	Example	<p>Evidence in support eg reference, samples of work.</p> <p>For example, reference letter from J Bloggs &amp; Co.</p>

outcome.

1.3 Procedures and documentation required to incorporate a company / form a partnership / LLP and other steps required under companies and partnerships legislation to enable the entity to commence operating:

Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.

Make sure that you explain:

- the scenario
- your involvement
- the skills you demonstrated
- the final outcome.

State which distinct area of law and practice you achieved the outcome. EG ABC & Co

Evidence in support eg reference, appraisal document, samples of work

constitutional documents

Companies House filing requirements

Your evidence and work samples should support your examples. Please make sure you redact all samples to remove sensitive or identifying information.

We will not accept non-redacted documents.

### **Section 6 - SQE1 functioning legal knowledge assessment table (FLK2)**

To grant an exemption from the SQE1 FLK2 assessment, we must be satisfied that your qualifications and/or experience are not substantially different in content and standard to the SQE.

You will need to show us that your qualifications and/or experience are equivalent to FLK2 - both content (coverage of the areas of law) and standard (the standard of a newly qualified solicitor in England and Wales).

Please be aware we cannot grant partial exemptions.

In the assessment table under 'Please tell us how these areas are covered by your professional legal qualification', you should provide details showing that it:

- covers content which is not substantially different to the areas of English and Welsh law assessed in FLK2
- is of a standard comparable to level three of our Threshold Standard - the standard of a newly qualified solicitor.

Under 'If these areas are covered by another qualification or experience, please tell us how', include any other relevant qualifications, and your professional experience. This should:

- cover content which is not substantially different to the areas of English and Welsh law assessed in FLK2
- be exercised at a standard which is comparable to level three of our [Threshold Standard](https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/1) - the standard of a newly qualified solicitor.

You must also provide evidence that:

- the law in the jurisdiction where you gained your professional qualification or experience is not substantially different from the law in England and Wales. It is not sufficient to state that your jurisdiction's law resembles or is based on that of England and Wales. You must provide evidence, for each of the areas of law assessed in FLK2, that the law is not substantially different.

- your qualification requires you to adhere to a code of conduct or ethical obligations similar to our SRA Principles and SRA Code of Conduct for Solicitors, RELs and RFLs.

### **Supporting evidence**

You must include the following evidence within your application:

- other qualifications through certificates and transcripts
- all work experience must be corroborated by detailed references from your supervisor(s)
- redacted relevant samples of your work.

You can use evidence for more than one area of law or more than one skill.

### **Examples**

'I am a qualified lawyer and hold English and Welsh qualifications such as a law degree or the Legal Practice Course which cover the subjects assessed in FLK2. I wish to apply for an exemption from SQE1 FLK2.'

Your qualification may meet our requirement in respect of content, that is, you may have studied the areas of law assessed in FLK2. However, as these qualifications are not set at the standard of a newly qualified solicitor, they will not on their own be sufficient evidence to grant you an exemption.

You would need to submit additional evidence to show that you have met the standard of a newly qualified solicitor. For example, you could submit evidence about your experience as a practising lawyer, if this was in a jurisdiction whose law is not substantially different to the law in England and Wales – use the relevant column in sections 5 and 6 of the form. For an exemption to be granted, you would have to show that your experience covered all of the law assessed in the assessments you seek exemption from, at the level of a newly qualified solicitor. We are not able to accept applications where there are any gaps in relation to the law assessed in FLK2.

'I am a qualified lawyer who has studied all the areas of legal knowledge in FLK2. I qualified in, and practise in, a jurisdiction which has law that is not substantially different from that of England and Wales. However, my professional Code of Conduct does not have the duties set out in the SRA Principles and SRA Code of Conduct.'

Because your qualification does not require you to adhere to a code of conduct or ethical obligations that are similar to those in our SRA Principles and our SRA Code of Conduct, you will not be entitled to an exemption from SQE1 FLK2. Depending on your experience, you may be entitled to exemption from SQE2.

### **Guidance for referees**

Please make sure that your referee(s) have read this information.

All references must:

- be provided for each period of experience claimed
- be written for the purposes of this application and dated within the last 3 months
- be submitted on letterheaded paper.

Referees must:

- have supervised you directly and make it clear in their reference what the supervision arrangements were
- have read your application and reviewed all supporting evidence before corroborating your experience and confirm that they have done so in their reference
- include examples from their direct observation of your work
- confirm the dates they supervised you
- have read your application and reviewed all supporting evidence before confirming your experience and stating that they have done so in their reference.

### **How to show your experience and provide work samples**

Here is a suggestion for how you could complete the assessment table, using the Business Law and Practice section as an example.





Area of functioning legal knowledge	Please tell us how these areas are covered by your qualification	If these areas are covered by another qualification or experience, please tell us how	Please tell us how the law covered by your qualification, which you have practiced in your work experience, is not substantially different to the law of England and Wales	Evidence in support, eg academic qualifications or awards, reference, samples of work etc
<p><b>1. Property Practice</b>  <b>Core knowledge areas of freehold real estate law and practice</b></p>				
<p>1.1 Investigation of a registered and unregistered freehold title:</p>				
<ul style="list-style-type: none"> <li>• key elements and structure of freehold property transactions</li> <li>• process of analysing Land Registry official copy entries</li> <li>• process of analysing an epitome of title and deducing ownership</li> <li>• issues that could arise from an investigation of title and further action required</li> </ul>	<p>Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.</p> <p>Make sure that you explain:</p>	<p>Example here</p>	<p>Example here</p>	<p>Evidence in support eg reference or work sample.</p> <p>For example, redacted emails to supervisor, page 16</p> <p>Document 33 record of telephone call with client</p> <p>Document 35, page 4, letter to other parties' solicitor</p>
<p>1.2 Pre-contract searches and enquiries:</p> <ul style="list-style-type: none"> <li>• range and purpose of making searches and raising enquiries</li> <li>• who would make the searches and raise enquiries</li> </ul>	<p>Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.</p> <p>Make sure that you explain:</p> <ul style="list-style-type: none"> <li>• the scenario</li> <li>• your involvement</li> <li>• the skills you demonstrated the final outcome.</li> </ul>	<p>Example</p>	<p>Example</p>	<p>Evidence in support eg reference, samples of work.</p> <p>For example, reference letter from J Bloggs &amp; Co.</p>



- results of searches and enquiries.

Give a broad overview of your knowledge and the skills you have developed, providing specific examples to illustrate.

1.3 Law Society Conveyancing Protocol

Make sure that you explain:

- the scenario
- your involvement
- the skills you demonstrated
- the final outcome.

State which distinct area of law and practice you achieved the outcome. EG ABC & Co

Evidence in support eg reference, appraisal document, samples of work

Your evidence and work samples should support your examples. Please make sure you redact all samples to remove sensitive or identifying information.

We will not accept non-redacted documents.

**[Section 7 - SQE2 exemption \(qualified lawyer with practice rights and two years' experience\)](#)**

**Your qualification included two year's work experience**

Please tick the box and return to mySRA to upload your form. We need no further information.

**Your two years' work experience was completed post qualification, or a combination of both during and post qualification**

Please tick the relevant box and add the name and contact details of your referee confirming your experience.

Please tick the box and add the name and contact details of your referee confirming your experience.

You will need to upload a reference(s) from your referee(s). Please make sure that your referee(s) have read this information.

References must:

- be provided for each period of experience claimed
- be written for the purposes of this application and be dated within the last three months
- be submitted on letterheaded paper.

Referees must:

- confirm the dates they supervised you and total hours worked per week
- have supervised you directly and make it clear what the supervision arrangements were
- include a summary of your role and description of the standard of your work
- give us information on their qualification if they are legally qualified. If they are regulated by us, they need to give us their SRA number. If they are not, we will need one of the following:
  - a copy of their certificate of good standing
  - admissions certificate
  - a letter from a law society/bar confirming they are qualified in their jurisdiction.
- have read your application and reviewed all supporting evidence before confirming your experience and stating that they have done so in their reference.

**[Section 8 - Qualified lawyer - Other](#)**

To grant an exemption, we must be satisfied that your qualifications and/or experience covers the standard and content of SQE2 and meet level three of our [Threshold standard](#)



<https://upgrade.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/threshold-standard/>.

Please be aware that we cannot grant partial exemptions from SQE2.

You must include the following evidence within your application:

- other qualifications through certificates and transcripts
- all work experience must be corroborated by detailed references from your supervisor(s)
- redacted relevant samples of your work.

You can use evidence for more than one area of law or more than one skill.

When completing the table, you must:

- set out specific, detailed examples showing how you achieved each of the skills
- tell us what evidence you are supplying.

### References

You will need to upload a reference(s) from your referee(s). Please make sure that your referee(s) have read this information.

References must:

- be provided for each period of experience claimed
- be written for the purposes of this application and be dated within the last three months
- be submitted on letterheaded paper.

Referees must:

- confirm the dates they supervised you and total hours worked per week
- have supervised you directly and make it clear what the supervision arrangements were
- include a summary of your role and description of the standard of your work
- give us information on their qualification if they are legally qualified. If they are regulated by us, they need to give us their SRA number. If they are not, we will need one of the following:
  - a copy of their certificate of good standing
  - admissions certificate
  - a letter from a law society/bar confirming they are qualified in their jurisdiction.
- have read your application and reviewed all supporting evidence before confirming your experience and stating that they have done so in their reference.

### How to show your experience and provide work samples

Here is a suggestion for how you could complete the assessment table using the Business Law and Practice section as an example.

<b>SQE2 skills</b>	<b>Evidence that the skills meet the solicitor statement of competence at level three of our Threshold Statement</b>	<b>Evidence in support, eg reference, samples of work etc</b>
<b>A Ethics</b>	Act honestly and with integrity, in accordance with legal and regulatory requirements and the SRA Standards and Regulations, including	
A1	a. Recognising ethical issues and exercising effective judgment in addressing them b. Understanding and applying the ethical concepts which govern your role and behaviour as a lawyer c. Identifying the relevant SRA principles and rules of professional conduct and following them* d. Resisting pressure to condone, ignore or commit unethical behaviour e. Respecting diversity and acting fairly and inclusively	Example here
A2	Maintain the level of competence and legal knowledge needed to practise effectively, taking into account changes	Example here

in your role and/or practice context and developments in the law, including

- a. Taking responsibility for personal learning and development
- b. Reflecting on and learning from practice and learning from other people
- c. Accurately evaluating your strengths and limitations in relation to the demands of their work
- d. Maintaining an adequate and up-to-date understanding of relevant law, policy and practice
- e. Adapting practice to address developments in the delivery of legal services

Work within the limits of your competence and the supervision which they need, including

- A3
- a. Disclosing when work is beyond your personal capability
  - b. Recognising when you have made mistakes or are experiencing difficulties and taking appropriate action
  - c. Seeking and making effective use of feedback, guidance and support where needed
  - d. Knowing when to seek expert advice
- Example here

Your evidence and work samples should support your examples. Please make sure you redact all samples to remove sensitive or identifying information.

We will not accept non-redacted documents.

## Making your application

To make your application apply online in [mySRA \[https://upgrade.sra.org.uk/mysra/\]](https://upgrade.sra.org.uk/mysra/). If you do not already have an account you will need to [create an account \[https://upgrade.sra.org.uk/mysra/get-mysra-account/\]](https://upgrade.sra.org.uk/mysra/get-mysra-account/) to access the form.

Once logged in select 'Start new applications' on the homepage. The application is called 'Apply for qualified lawyer exemption from the SQE assessments'.

If you have already started it, you will find your draft application in 'My profile' under 'Applications and documents'.

Once you have submitted, you cannot apply for another exemption under the same application. For example, if you apply for SQE2, you cannot use the same application and fee to then apply for SQE1 at a later date.

We will let you know our decision within 180 days.

[Log in to mySRA - Qualified lawyers exemption](#)

[\[https://my.sra.org.uk/\]](https://my.sra.org.uk/)