

Reference Contents & Certificate

Foreign Qualified Lawyer – SQE2 Exemption Application

Taken from this page on the SRA website: <https://www.sra.org.uk/become-solicitor/qualified-lawyers/individual-sqe-assessment-exemption/>

Reference & Certificate

“You will need to upload a reference(s) from your referee(s). If your referee is not SRA regulated you will need to provide their certificate of good standing, if they are a lawyer.

Guidance received from the SRA on 8.11.22 on whether the supervisor giving the reference needs to be a lawyer – in short – they do not.

“For the purposes of an SQE2 exemption we need a reference from those responsible for supervising the applicant’s work. This does not need to be a qualified lawyer or an individual we regulate. However, they must have directly supervised the applicant’s work and confirm they are suitably qualified to offer that supervision.”

If supervisor giving the reference is SRA Regulated, you should provide their SRA number.

Contents of the Letter of Reference:

- 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 the supervisor’s letterheaded paper

And the referee must

- state that they have supervised you directly and make it clear in their reference what the supervision arrangements were
- include a summary of your role and examples from their direct observation of your work
- confirm the dates they supervised you and total hours worked per week
- Set out their professional qualification or state how they are suitably qualified to offer that supervision
- have read your application and reviewed all supporting evidence before confirming your experience and stating that they have done so in their reference

We also advise that in the letter your supervisor states

- that you are practicing in your capacity as a lawyer qualified in your original qualification jurisdiction and that your employment is based upon your qualification as a lawyer in that original jurisdiction.