

**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 <input type="checkbox"/> Female <input type="checkbox"/>
Date of Birth	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
Nationality	
CNIC No.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/>
Postal Address	
Permanent Address	
Mobile/Cell Number	
Home Telephone	
Email Address	
Emergency Contact Name & Cell Number	
Next of Kin Name and Cell Number	

**PART-II LEGAL STANDING**

<b>i.</b>	Have you ever been convicted by a court of competent jurisdiction in Pakistan or in any other jurisdiction(s) outside of Pakistan for a criminal offence? <input type="checkbox"/> <b>YES</b> <input type="checkbox"/> <b>NO</b> <input type="checkbox"/>
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Signature: \_\_\_\_\_

<b>ii.</b>	<p>Have you ever been sanctioned by a Disciplinary Committee or any other competent authority dealing with academic or professional misconduct in Pakistan or in any other jurisdiction(s) outside of Pakistan?</p> <p>(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.)</p>				
	<table border="1" style="width: 100%;"> <tr> <td style="width: 25%;"><b>YES</b></td> <td style="width: 25%;"></td> <td style="width: 25%;"><b>NO</b></td> <td style="width: 25%;"></td> </tr> </table>	<b>YES</b>		<b>NO</b>	
<b>YES</b>		<b>NO</b>			
<b>iii</b>	<p>Are there any proceedings currently pending against you before any court, Tribunal or any other <i>fora</i> in Pakistan or in any other jurisdiction(s) outside of Pakistan?</p>				
	<table border="1" style="width: 100%;"> <tr> <td style="width: 25%;"><b>YES</b></td> <td style="width: 25%;"></td> <td style="width: 25%;"><b>NO</b></td> <td style="width: 25%;"></td> </tr> </table>	<b>YES</b>		<b>NO</b>	
<b>YES</b>		<b>NO</b>			

*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 & City	
Country	
Years Attended	
Qualification Type	
Subject(s)	
Grade (or Marks)	

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

### B. UNDER-GRADUATE EDUCATION [LLB, BSc, BA etc.]

Course Title	
Subject(s)	
Institution Name & City	
Country	
Years Attended	
Subject (Major)	
Examples include "Pre-Medical", "Pre-Engineering"	

Signature: \_\_\_\_\_

**C. INTERMEDIATE – [F.A., F.Sc. A-LEVEL *etc.*]**

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

**D. SCHOOL EDUCATION [MATRICULATION, O-LEVEL *etc.*]**

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

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

Signature: \_\_\_\_\_

## PART-IV EMPLOYMENT

### A. LEGAL EMPLOYMENT

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

### B. ADDITIONAL (LEGAL & NON-LEGAL<sup>4</sup>)

Can include Volunteer work undertaken by the Candidate.

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

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

Signature: \_\_\_\_\_

## PART-V SKILL(S) AND QUALIFICATION(S)

<b>A. LANGUAGES</b>		
<b>LANGUAGE</b>	<b>Written Proficiency</b> (Native, Good, Average, Passable, Poor)	<b>Spoken Proficiency</b> (Native, Good, Average, Passable, Poor)
URDU		
ENGLISH		
<i>Please use the space provided below for additional languages you wish to add.</i>		

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

<b>C. ADDITIONAL PROFESSIONAL QUALIFICATIONS</b>	
Qualification	
Name of Awarding Body	
Qualification	
Name of Awarding Body	

Signature: \_\_\_\_\_

**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-VI need not to be filled out if these details are provided in the CV that forms part of this application.

Signature: \_\_\_\_\_

**PART-VII REFERENCES****REFEREE No. 01**

<b>Name</b>	
<b>Position</b>	
<b>Organization</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Email</b>	

Reference Letter attached

YES

NO

**REFEREE No. 02**

<b>Name</b>	
<b>Position</b>	
<b>Organization</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>Email</b>	

Reference Letter attached

YES

NO

Signature: \_\_\_\_\_

**PART – VIII** **IMPORTANT INSTRUCTIONS**

**APPLICATION**

- 1. The applications and other documents must be on A4 sized paper and the completed application marked “Law Clerkship Application” may be emailed to [registrar@ihc.gov.pk](mailto:registrar@ihc.gov.pk) or sent to: -  
*Deputy Registrar (Admin),  
Islamabad High Court  
Constitution Avenue, G-5, Islamabad, Pakistan  
Telephone: +92 51 9198121, +92 51 9198131*
- 2. The deadline for application submission is 15 days from publishing of the Advertisement. No submissions after the deadline will be entertained under any circumstances.
- 3. If any information is found to be false/incorrect or concealed, the candidate shall be disqualified.

**DOCUMENTS**

- 4. Please provide TWO (2) Copies of each document.
- 5. Documents for the purpose of this application will include copies of the Candidate’s CNIC, Educational documents, Certificates/Awards, Memberships/Licenses, reference letters, CV, two passport-size photos, and any other document the Candidate relies upon in this application as per sequence mentioned in form.

**REFERENCES**

- 6. The Referee must be a work supervisor and/or an academic supervisor (Head of Department/Dean).
- 7. The Referee cannot be related to the Candidate.
- 8. The Referee must identify in the reference the capacity in which he/she knows the candidate as well as the length of time for which he has known the candidate.
- 9. 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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Signature: \_\_\_\_\_