**Professional Ethics Enhanced Clerical Error Check Form**

Before completing this form, please ensure you have read the [Professional Ethics Regulations Governing Candidate Review](https://www.barstandardsboard.org.uk/uploads/assets/1ec417a2-c574-4105-a5f36d40416d26f1/Professional-Ethics-regulations-governing-candidate-review-paper-based-applications.pdf).

This form is for candidates who have been deemed Not Competent in a centrally set examination of Professional Ethics during their pupillage, and who wish to apply for an Enhanced Clerical Error Check (ECEC). Under this process, the BSB will check if the results have been captured and processed correctly. This process is not a re-marking of the examination, and no re-marking is offered under the Candidate Review Processes.

The fee for the ECEC is £100. Fees should be paid upon the submission of the request, and no later than 10 days from the form being submitted. The fee will be refunded in full if a correction to the candidate's results is confirmed by the BSB.

**Please note ALL fields are mandatory**

|  |  |
| --- | --- |
| Name |  |
| MyBar ID |  |
| E-mail Address |  |
| Date you completed your Examination |  |

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| **I declare that the information given in this form is true to the best of my knowledge and that I would be willing to answer further questions relating to it if necessary.** | |
| Candidate Signature |  |
| Date |  |

Please submit this form via e-mail to: [EthicsExam@BarStandardsBoard.org.uk](mailto:EthicsExam@BarStandardsBoard.org.uk)

The fee can be paid over the telephone. Please call **020 7611 1444** and ask to speak to the Exams Team.

We aim to complete all checks within 20 working days of the fee being paid.