

Meeting your Distinguished Professional Mentor

Suggested Etiquette and Protocol

1. Please thank your Distinguished Professional Mentor (DPM) for agreeing to be part of our DPM programme.
2. You may wish to consider the following topics for the first meeting with your DPM:
 - a. What area of law does the DPM specialise in?
 - b. Did your DPM always want to be a legal professional?
3. It is your job to introduce yourself appropriately and keep the conversation at a suitably professional level at this first meeting with your DPM. Please remember that first impressions always count.

Practical Notes to Students

1. On a practical level you need to be able to contact each other:

Towards the end of the conversation ask your DPM how they would prefer to be contacted and whether you have their permission to get in touch with them for further guidance.
2. Where possible, students are expected to attend all professional invitations received from their DPMs and to RSVP in a timely and courteous manner.
3. Students should write formal “Thank You” letters in respect of any such occasions attended. If you are unable to attend an invitation from your DPM you should write a formal letter of apology.
4. Whether for online or face to face meetings, always dress appropriately
5. Do not add your DPM to your social network unless he/she expressly requests to be added.

We sincerely hope this special professional relationship will flourish over the next three years.