

# How to complete your application form

Table 1- How to complete your application

Entry	Response
Title	<i>E.g. Mr or Miss</i>
Forename	<i>E.g. John</i>
Middle Name	<i>E.g. Michael</i>
Surname	<i>E.g. Smith</i>
List other previous surnames, including maiden names	
Date Of Birth [DD/MM/YYYY]	<i>E.g. 31/12/1990</i>
National Insurance Number	
<b>Your eligibility to live and work in the UK</b>	
I have restrictions on my stay in the UK and/or right to work in the UK?	<i>If you are unsure on restrictions to stay/work in the UK, please follow <a href="https://www.gov.uk/government/publications/right-to-work-checklist">https://www.gov.uk/government/publications/right-to-work-checklist</a> for guidance</i>
Residency Status - Please select which definition applies to you:	
Have you had a permanent residence OUTSIDE of the UK within the last 3 years?	<i>You must answer "Yes" Or "No"- Please ensure that you have filled this section correctly- If you have lived out outside of the UK you must declare this information for vetting purposes</i>
Place Of Birth	<i>E.g. Farnworth, UK</i>
<b>Home Address</b>	
Current Address	<i>Registered living address must be provided</i>
Home Address 2	<i>E.g. 11 Sandridge Road</i>
City/Town	<i>E.g. Bolton</i>
County	<i>E.g. Lancashire</i>
Country	<i>E.g. UK</i>
Postcode/Zip Code	<i>E.g. BL6 4PD</i>
Dates of occupancy	<i>E.g. 01/05/2000 to Present</i>
If you have lived in more than one address during the last three years please list full address history starting with the most recent including dates of occupancy. (Do not include your current address).	
<b>Contact Details</b>	
Preferred contact number	<i>07xxxxxxx31</i>
Mobile Number for SMS (leave blank if you do not wish to receive updates by SMS)	
Contact Email	
<b>CASA Information</b>	
Is English your first language?	

<b>Entry</b>	<b>Response</b>
What is your Highest Level of Academic Achievement?	<i>E.g. BA Hons or GCSE's</i>
What was your previous occupation before applying for the Police Service?	<i>E.g. Nurse</i>
If other please specify	
In what capacity are you currently employed by the Police?	
<b>Current/Previous Service as a Police Officer</b>	
Are you currently or have you previously served as a Police Officer with another Force?	<i>Yes or No</i>
If Yes - Which Police Force are you serving in?	
If Yes - What was your Employee Number	
If Yes - What is/was your rank	
<b>Current/Previous Service as a Special Constable</b>	
Are you currently or have you previously served as a Special Constable?	
If yes, which Force did you serve in?	
If yes, how long did you serve with that force?	
<b>Current/Previous Service as a PCS&amp;TO</b>	
Are you currently or are have you previously served as a PCS&TO?	
If yes, which Force did you serve in?	
If yes, how long did you serve with this force?	
<b>HM Forces</b>	
Are you currently or have you previously served in any of the armed forces?	<i>Yes or No</i>
If Yes, is your expected date of discharge from any of the armed forces (excluding reservists) within the next 12 months or could you be released earlier than your expected discharge date?	
Regiment/Corps	
HM Service Number	
Date From [MM/YYYY]	
Date To [MM/YYYY]	
Are you liable for further service as a Reservist?	
If Yes, please give details of reserve liabilities:	
<b>Driving Licence</b>	

Entry	Response
Do you have current driving licence?	
What type of driving licence do you hold?	
If yes, what is your driving licence number?	
<b>Previous Police Officer Applications</b>	
Have you passed a Police Officer SEARCH Assessment Centre within the last 12 months (we will ask you to provide a copy of your feedback report)	<i>We may be able to transfer your previous SEARCH score. Please ensure you provide a copy.</i>
Was this with Merseyside Police?	
<b>Advert details</b>	
How did you hear about Merseyside Police opportunities?	
if 'Other' please specify.	
To enable us to monitor our public relations and marketing activity, please enter a unique reference number if you have one.	