

# APPLICATION FORM

**For Information Purposes Only**

Please note that items marked with\* are mandatory fields

## PERSONAL CONTACT DETAILS

This information will be used to create any correspondence sent to you. Therefore please ensure you complete it accurately using the appropriate format i.e. not using all capitals / lower case. For example name should be presented using the format Mr Steven Philips, not MR STEVEN PHILIPS or mr steven Philips.

* Title	Mr/Mrs/Miss/Ms/Dr (please delete as appropriate)	
* First name(s)		
* Surname		
Middle Name		
Previous Name (if applicable)		
* Preferred First Name (please confirm the name which you would like PwC to use during the recruitment process)		
* Permanent Postal Address (any paper documentation will be sent to this address)	Address*	
	Town	
	County*	
	Post Code*	
* Mobile Phone		
* Email Address (please enter a valid E-mail address)		
* Telephone (Main contact number - Please ensure you include the international dialing code from the UK)		
Do you hold a full current valid UK / EU driving license?	Yes / No (please delete as appropriate)	

## ELIGIBILITY TO WORK IN THE UK

It is a legal requirement that all individuals joining the firm have the "Right to Work" in the UK. If you are not a UK or EEA citizen, please refer to our web site before answering the questions below.

<p>* Do you require permission to take up employment in the UK?</p> <p>You should also answer yes if you already have permission to work in the UK. Those applying to a fixed term placement or internship covered by their current student permits should also answer yes to this question. This information will assist us with our administration processes should you later decide to apply for permanent position.</p>	<p>Yes / No (please delete as appropriate)</p>
<p>If you have selected yes to the question above, please detail the type of permission you possess that best applies to you.</p>	
<p>If you are already hold permission to work in the UK please indicate the expiry date of this</p>	
<p>* Your Nationality</p>	



# SECONDARY LEVEL EDUCATION

## IMPORTANT INFORMATION WHEN COMPLETING THIS SECTION

Please ensure you provide full and accurate information. Should you receive an offer, we will make enquiries directly with educational establishments to verify all the information you have provided. Any employment offer or resulting contract of employment may be withdrawn or terminated by PwC if it considers that the information you provide is inconsistent with the results of our enquiries.

Our checks will include us verifying the following information to ensure it is full and accurate:

- Grades obtained at GCSE, A Level or equivalent
- Whether or not these grades have been achieved during a resit exam
- The year your grades were obtained
- The academic institution you have studied with
- That no grades have been omitted from your application form.

We consider a resit to be where you have sought to retake the entire subject to obtain a new final grade. It does **not** include retaking a module or paper.

For those that have studied UK qualifications, you should not include General Studies or Modern Studies in this section as we do not take these into consideration when reviewing applications.

If you have studied overseas qualifications, i.e. not UK A Levels, Scottish Highers or Republic of Ireland Leaving Certificates, please do not convert grades into the UK equivalents.

You must enter your grades exactly as you find them on your certificates. In line with the firm's commitment to diversity we will consider applicants who may have life experience that they believe to be equivalent to secondary level qualifications. Please select 'yes' to the question below and provide details as appropriate in the 'Additional Information' section.

## PLACE OF STUDY

Please enter details of where you undertook your academic qualifications below. Please ensure you enter these accurately as we will use this information to undertake checks on the academic information you have provided.

* Dates from/to	* School(s)/College(s) attended	* Location
*		



## HIGHER EDUCATION

### IMPORTANT INFORMATION FOR COMPLETING THIS SECTION:

Please ensure the information you provide is accurate and comprehensive. Should you receive an offer, we will make enquiries directly with educational establishments to verify the exam results you have provided. Any employment offer or resulting contract of employment may be withdrawn or terminated by PwC if it considers that the information you provide is inconsistent with the results of our enquiries.

Our checks will include us verifying the following information to ensure it is full and accurate:

- The university where you obtained your qualifications
- Your final degree results
- Your module results
- The year you obtained the grades stated
- Whether or not grades have been obtained as a result of a resit.

Please enter the details of your higher education in the boxes below.

* Year of Graduation	* University/College	* BA/BSc Hons etc.	* Course Title	* Results Expected	* Results Obtained

First Year		Second Year	
Subject/Module	Grade	Subject/Module	Grade

Third Year		Fourth Year	
Subject/Module	Grade	Subject/Module	Grade

# POST GRADUATE QUALIFICATIONS & PROFESSIONAL QUALIFICATIONS

## POST GRADUATE QUALIFICATIONS

Please enter details of any Post Graduate Qualifications you are currently studying towards or that you have completed.

* Year Completed	* University/Institute	* Qualification MA / MBA etc.	* Qualification Title	* Results Expected	* Results Obtained

## PROFESSIONAL QUALIFICATIONS

Please enter details of any Post Graduate Qualifications you are currently studying towards or that you have completed.

Professional Qualification	
Have you failed any of the exams / papers associated with these qualifications?	

# EXTENUATING CIRCUMSTANCES & GAPS IN ACADEMIC HISTORY

## EXTENUATING CIRCUMSTANCES

### IMPORTANT INFORMATION WHEN COMPLETING THIS SECTION

We appreciate that your grades may have been affected by certain circumstances, which we will take into consideration whilst reviewing your application form. If you indicate that you have extenuating circumstances, we may contact you to discuss this information further. Should you receive an offer of employment we may seek to verify the information you have provided.

* Are there any extenuating circumstances that affected the grades you have provided that you believe we should take into consideration when reviewing your application?	Yes / no
If you have selected yes to the question above please indicate the type of extenuating circumstance that you have from the list below.	

## GAPS IN EDUCATIONAL HISTORY

* Have there have been any substantial periods of absence during your education, other than a planned GAP year between School and University?	Yes / No
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## ADDITIONAL INFORMATION

If you have selected 'yes' to the question regarding gaps in your educational history, please provide brief details in the box below.

# EMPLOYMENT HISTORY & REFERENCES

## IMPORTANT INFORMATION WHEN COMPLETING THIS SECTION:

In addition to any permanent employment, please include any significant temporary, voluntary or vacation work and any careers/work experience courses attended, starting with the most recent.

If any of your employment was secured via an agency, please ensure you provide their name and location in addition to the company you worked for.

We may make enquiries with your current and/or previous employers in order to verify information regarding your employment history. Please note that we will only contact referees if and when you accept an offer of employment with us.

If you have been in paid employment within the last 3 years, please provide details of an employment referee whom we may contact. We will only contact the referee upon acceptance of an offer of employment with us.

## EMPLOYMENT HISTORY

<b>Employment Dates</b> Please enter date ranges in the format: mm / yyyy – mm / yyyy	<b>Employer</b>	<b>Position Held</b>	<b>Type of Work</b>

## REFEREE CONTACT DETAILS

Name Of Employer			
Title of Referee	Mr/Mrs/Miss/Ms/Dr (please delete as appropriate)		
First name of Referee			
Surname of Referee			
Permanent Postal Address (any paper documentation will be sent to this address)	Address*		
	Town		
	County		
	Post Code*		
Telephone Number			
Email Address			
Relationship			

## ADDITIONAL SKILLS

### FOREIGN LANGUAGE SKILLS

Please specify oral and written ability in languages other than English. Please be aware that your language skill may be tested as part of the selection process.

Language	Written skill (basic, conversational or fluent)	Oral skill (basic, conversational or fluent)

### ADDITIONAL INFORMATION

Please use the space below to provide any additional personal interests, positions of responsibility held, scholarships, awards, prizes, residence abroad or significant travel that you have not already told us about (maximum 200 words). This will not be assessed but will provide us with valuable information to be discussed in your interview if your application is successful.

# ADJUSTMENTS

PricewaterhouseCoopers is committed to removing unnecessary barriers to the employment of disabled people (typically meaning those who have an impairment with a long term adverse affect, which is more than trivial, upon their ability to undertake normal day to day activities).

We understand that some disabled people may require reasonable adjustments to the selection process so they can be treated on equal terms, and that some disabled people may wish to learn what our jobs entail, to help them understand the relevance of their disability to their potential employment.

Information on our selection process can be found on our website and we can give you more detailed information if you call us (Freephone) on 0808 100 1500, or +44 (0) 121 265 5852. Information about the requirements of various roles can be found on our Careers website or by calling the same numbers. Any information you give will not be used to discriminate against you, and you need not give us your name.

If you believe that we may need to make reasonable adjustments to our recruitment arrangements for you please give details below.

Alternatively, you may advise us by calling one of the above numbers, in which case you will need to give us your name. On receipt of this information, a member of our team will contact you in order to fully assess the adjustments required.

Adjustments required?	Yes / No
Please provide details of any adjustments required below:	

## DECLARATION

**I certify that all the information I have submitted in this application is true, that I have disclosed all the information sought, and that I have not omitted other relevant information in order to mislead.**

I understand that as part of the selection process of PricewaterhouseCoopers LLP (the UK firm) ("PwC"), PwC will undertake background verification checks of all applicants to whom an offer of employment is made. I also understand that any such employment offer or resulting contract of employment may be withdrawn or terminated by PwC if it considers the facts found to be inconsistent with the certification above.

I understand that PwC may require me to supply documentation, including degree certificates and A Level, Highers or equivalent certificates, to assist with the verification of information submitted in this application and I will supply such documentation in a timely manner on request.

In submitting this application, I agree that my application details may be held securely on behalf of PwC by PwC's data processor, in its capacity as host of the PwC Graduate Website; the data processor will process the data solely under the instructions of PwC and will pass application details over to PwC. I agree that PwC may hold and process any personal data relating to me and my application to PricewaterhouseCoopers, and may transfer the data to other PwC offices within the UK or to other PricewaterhouseCoopers firms overseas for the purpose of meeting PricewaterhouseCoopers' national and international recruitment needs and, if successful, in my application for employment purposes. For full details of our privacy statement please visit our website [www.pwc.com/uk](http://www.pwc.com/uk)

**Signature:**

**Date:**