

References

- *Quite a few applicants are not currently giving their current employer as a referee as they don't want to jeopardise their position particularly in these difficult times. can you have a box they can tick to say they will provide this later in the process once they have told them of their plans?*

DfE Answer: This is an interesting point and one we will explore further.

Interviews

- *When will we be able to add an interview date on APPLY?*

Answer: Interview features should be live very soon.

Work history & education

- *Regarding gaps in employment, still coming through with gaps between school and university. Is this going to be addressed?*

DfE Answer: We're redesigning the whole of the application page, including clearer prompts on gaps, based on the feedback of recent user interviews. It would be helpful to get a bit more context on this question – please contact ben.weedon@digital.education.gov.uk to participate in research on this subject.

Personalisation

- *Can we have an option to make a standard list of personalized offer conditions (like organisers own abbreviation in UCAS)?*
- *Will we be able to modify for our provider? e.g. if we want GCSE's to already be in place before application, so not able to mark a result as pending.*

Answer: Personalisation of offer conditions is in the longer-term pipeline.

Reasons for rejection

- *Does the long list of tick box rejection reasons go to candidates as well as any personalised feedback from the next page?*

DfE Answer: Yes, the candidate sees the reasons for rejection. We will investigate making it clearer on the provider platform that the feedback will be seen by candidates.

Withdrawal

- *Will there be an option to withdraw an application rather than only being able to reject an application? Rather than just a 'reject' notification we feel ability to note if an applicant declines interview would be useful as it is not us rejecting them.*

DfE Answer: Yes. We are testing it now with users, following which it will be put into development.

Offers

Will it be possible to be able to see where an applicant has accepted an offer? We can see this on UCAS once the applicant has accepted.

DfE Answer: We are planning to produce aggregated information that shows where your applicants accept offers.

- *When applicants decline our offer or withdraw, it would be helpful if we could know the reason. Maybe they could have a drop-down list to choose from.*

DfE Answer: The team is currently working on this. More research will be done on which reason categories are most useful for candidates and providers.

Qualifications

- *Will there be an option for applicants to include their degree modules? If applicants to not have a subject-specific degree, we look at their modules to help make a decision.*
- *Application on Apply are coming in without a full academic history. GCSE and A level qualifications missing. If their degree is not in the subject they wish to teach we will look at A levels but these are often not included. Is it possible to ensure that they do include all academic qualifications?*

DfE Answer: Yes, we are looking into adding this information.

Emails

- *Can e-mail notifications go to one central e-mail?*

DfE Answer: This isn't currently in the pipeline but we will consider if for the future.

Filters

- *Would it be possible to filter by course e.g. English, maths, MFL etc? At present it is just by provider.*

DfE Answer: Yes, this is on our radar and we are about to start designing it.

User permissions

- *We are unable to view the safeguarding detail disclosed, should we be able to see this?*

DfE Answer: You may need to look at your user permissions settings. In Your Account at the top of the page. You should not only check that your personal permissions are set so that you can view safeguarding, but also that your organisation has been given permission by your accrediting body. If you are still having trouble, please email phoebe.lill@education.gov.uk

Applications in pipeline

- *Would there be an option to see if you have applications in the pipeline (i.e. waiting for references) so we can plan numbers per subject?*

DfE Answer: It would be good to talk more to understand the need around this more fully. Please can the person who added this question contact Ben on ben.weedon@digital.education.gov.uk.

Data export

- *Providers would find it really useful if we could have a downloadable excel summary of application, please.*

DfE Answer: We have a downloadable spreadsheet CSV file, which can be opened in Excel. It should be under **Export Data**. You can export a list of all applications, or filter by cycle or application stage. These exports include all information submitted as part of the applications. If this isn't what you were after, please email phoebe.lill@education.gov.uk

UCAS

- *UCAS provide monthly statistics looking at the number of applications and what stages they are at. will APPLY do the same?*

DfE Answer: Yes, this is in the pipeline.

RBD

- *Would we be able to 'pause' RBD if applicants are being slow to respond but there is communication?*

DfE Answer: We are currently adhering to the same RBD/ DBD business rules used by UCAS but will be reviewing these after UCAS TT is switched off.

Find/ Apply

- *Some of our courses are on DfE Apply for searching but candidates can then only apply via UCAS, whereas our Core course, candidates can apply via both UCAS or DfE. Do we need to do anything else for these courses?*

DfE Answer: This may be because your partner schools running those courses have not been onboarded to the platform. Please email becomingateacher@digital.education.gov.uk with the provider codes and email addresses to be added.

Signatures

- *Safer recruitment good practice is to have a signed declaration from the applicant and from the referees stating the information they have provided is true and accurate. Will Apply ask for signatures and will we be able to see these signatures and declarations?*

DfE Answer: We are currently looking into ways of doing this, including document upload.

