

THE APPLICATION PROCESS

STEP-BY-STEP GUIDE

STEP 1 Your Application Form

- Submit your completed application form
- Send a recent head-to-toe photograph by email to admissions@mercyuk.org
- Receive an email from our Admissions team within 3 working days to confirm receipt of application and to arrange a follow-up call

The date and time of my follow up call is:

Your Follow-Up Call

STEP 2

- Place a call to the Admissions team at the date and time agreed

During my call, the Admissions team member will discuss with me:

- The various stages of the application process
- Where applicable, the Release of Information form for pastoral support / emergency contact
- The role of an accountability partner and who I might like to nominate to offer me accountability support
- Questions to measure my wellbeing as part of data collection
- The date and time of my interview and what to expect

Admissions Coordinator name:

Interview date and time:

Your Release of Information

STEP 3

- Return any signed Release of Information forms for any persons you agree Mercy UK to contact

Names of persons you have agreed Mercy UK may contact:

Your Orientation Teaching

STEP 4

During your application process, a link to the orientation teachings will be sent to you. These teachings provide insight into what to expect in your healing journey, as well as provide an example of the type of teaching you will receive as part of the curriculum.

- Submit your responses to the orientation teachings

Your Interview

STEP 5 Your interview is a set of questions designed to help us build a picture of your life and current support needs. The information you provide us at your interview will not be used against you in any way. Your interview is the best way of us getting to know you and to determine whether the Freedom Course is suitable for your needs.

There may be some questions that you find challenging to answer and that's okay, our Admissions team member will never rush you or pressure you into answering a question you're not comfortable with, for whatever reason. The interview will last approximately 1 hour and you will need to join the video call sent to you by our Admissions team member, on time.

To help you prepare, here are some tips:

- Have a glass of water with you and a pen and paper in case you want to write anything down
- If you are using a mobile phone, make sure you have enough battery life
- Find somewhere safe and comfortable where you can talk freely without being overheard
- Let your key supporters know about your interview so they can pray and support you afterwards
- If you are unable to make the interview, please let us know so that we can reschedule. If you are more than 15 minutes late, your interview may need to be rescheduled to ensure enough time is available

- Read the tips above and arrange a safe and comfortable place for your interview.

My interview date and time is:

Application Review

STEP 6 It is always useful to regularly call or email to check on your application's progress. There may be times when we need to ask you for more information or to clarify the information in which you have shared, but as soon as we have all the information we need, your application will be prayerfully reviewed and a decision will be made regarding the Freedom Course's suitability for your needs.

If accepted onto the Freedom Course, you will then transfer to the Completed Applications list. This will be a time for you to meet with your accountability partner to discuss your goals and any areas in which you would like accountability and prayer.

During your time on the Completed Applications list, we will offer you regular check-in calls, send you teaching and topical, 'Let's Talk About...' support plans and prepare you for the start of the course, until a place becomes available.

- Set a date and time to discuss goals and accountability needs with my accountability partner
- Reviewed any topical 'Lets Talk About...' support plans