



INITIAL VISIT

WHAT YOU CAN EXPECT ON YOUR FIRST VISIT TO A RECRUITING OFFICE

Purpose

**For you to find out about the Army from someone who is a serving soldier
and for him or her to find out about you.**

Background

You will have decided to call in at your local Army Careers Information Office (ACIO) or Armed Forces Careers Office (AFCO) - it doesn't matter which.

Or, you may have already made an approach to the Army in one of a number of different ways and an appointment has been arranged for you.

In both cases, you can go on your own or you can take along a friend, a parent or guardian if you would prefer to do so.

At the Recruiting Office

Welcome

You can expect a warm welcome from someone who has almost certainly been in the same position as yourself, understands how you feel and can imagine what you want to know. You will meet an Army recruiter who will guide you through the remainder of the process.

What You Are Looking For

The recruiter will ask, or you can explain, what it is you are looking for. This could just be some pamphlets for you to take away, or a chat to find out more about the Army. Either way, every effort will be made to give you the information you are looking for.

Contact Details

You will be asked to give some details about who you are, where you live and any other means of contacting you such as a telephone number and email address.

Can You Join?

For you to be able to join the Army you will need to be eligible to do so. To help establish this, the recruiter will make some initial enquiries into your age, nationality, education and general fitness.

The British Army

Assuming that you appear to be eligible, you will be given a short briefing about the Army, which will be illustrated using pictures, maps and diagrams.

The Recruiting and Selection Process

You will have explained to you the process you must go through to join. This starts in the recruiting office where you will return to take some basic aptitude and skills tests.

If you are successful, it will be explained that you will be sent to the next stage of the selection process at an Army Development and Selection Centre (ADSC) and what that entails.

Data Collection

To join, you will be asked to complete an Application to Serve form.

If you have already filled in the Army Information Form on line or one in the post, most of the information will already be held by the recruiter and you may be asked to check and sign it.

English Speaking and Listening

Any difficulty you may have in understanding what is said to you, or that the recruiter has in understanding you, will be noted and discussed.

Next Steps

A date will be agreed for you to come and have a formal interview, known by the recruiter as Interview 1. If you have already completed the Army Information Form and time permits, this first visit to the recruiting office could well lead straight into Interview 1, saving you returning another day.

These steps in the procedure are not exhaustive and, as each visitor is treated as an individual, others may be considered and used by the recruiter who interviews you.