

# How to complete your online application form

London Deanery  
Academic Clinical Fellowship  
Training Programmes 2011

# Completing your application form

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This document provides a guide to completing application forms for recruitment managed by London Deanery to training programmes in 2011.

There are seven sections in this document:

- 1 Before you begin
- 2 Filling in the application form
- 3 Completing the sections
- 4 Submitting your application form
- 5 Appendix A: Country of origin
- 6 Appendix B: List of nationalities

Please read each section carefully as it contains important information about filling in your application form.

As a precautionary measure, we advise all applicants to save a copy of their application form on an external drive.

**Please note that by submitting your application, you are agreeing to all the terms and conditions as laid out in the application form. Failure to adhere to this guide may result in your application being rejected.**

# 1. Before you apply

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1. Register with the London Deanery e-recruitment system <https://recruitment.londondeanery.ac.uk/>
2. Ensure you have an up to date email address. Please note – we have noticed that some applicants using ‘rediffmail.com’ email addresses have had issues with emails going to spam or not being received. If you have a ‘rediffmail.com’ account you may choose to use an alternate email supplier. The email address you register with will be the address London Deanery uses to correspond with you.
3. Log-on
4. Search for a vacancy
5. View vacancy details. Where you will find details about the vacancy and recruitment process.
6. Ensure you have the following three documents:
  - i. **This guidance** which is specific to completing the London or London/KSS Unit of Application.
  - ii. **Two person specifications** which describe the attributes by which you will be assessed for each specialty. You will need to review both the specialty specific and generic ACF person specifications. As you fill out the application form you are advised to answer the questions and complete the form with reference to the person specification. You will be predominantly assessed on the basis of the essential attributes with desirable attributes being considered when essential attributes have been taken into account. ACF person specifications can be found on the recruitment pages of the London Deanery website.
  - iii. **A shortlisting score sheet** (for information only), which demonstrates how your application will be assessed against the requirements of the person specification. This will be available on the London Deanery online recruitment system as soon as applications open for each specialty.

## 2. Filling in the application form

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The application form has been specifically designed for London Deanery and will allow you to add to, view, change and save information as you progress through the process.

There are five types of field used in this application form:

### 1. Drop down menus

Click the arrow to the right of the field to display the options

Race Relations (Amendment) Act 2000

\* I would describe my ethnic origin as  
If 'Other', please specify

Employment Equality Regulations 2003

\* Do you live and work in a gender other than that assigned at birth?

\* Please select the option which best describes your sexuality

\* Please indicate your religious belief

Disability Discrimination Act 1995

The Disability Discrimination Act protects disabled people. This includes people with long-term health conditions.

ASIAN OR ASIAN BRITISH - Indian  
[Please select an option]  
ASIAN OR ASIAN BRITISH - Any other Asian background  
ASIAN OR ASIAN BRITISH - Bangladeshi  
ASIAN OR ASIAN BRITISH - Indian  
ASIAN OR ASIAN BRITISH - Pakistani  
BLACK OR BLACK BRITISH - African  
BLACK OR BLACK BRITISH - Any other Black background  
BLACK OR BLACK BRITISH - Caribbean  
MIXED - Any other mixed background  
MIXED - White & Asian  
MIXED - White & Black African  
MIXED - White & Black Caribbean  
WHITE - Any other white background  
WHITE - British  
WHITE - Irish  
OTHER ETHNIC GROUP - Chinese  
OTHER ETHNIC GROUP - Any other ethnic group  
I do not want to disclose my ethnic origin

### 2. Text fields

Open fields with a restricted value, depending on the question.

Dr  
John  
Smith

### 3. Tick boxes

Selection boxes, to select an option simply click on the corresponding box.

Please list all your medical and dental employment from the present/most recent employ your Foundation Programme Competences. Please also indicate any employment gaps in

If you have previous appointments you MUST complete all fields shown in \* **bold**.

I have no previous appointments

#### 4. Text entry sections

<p>1. What experience of clinical audit do you have? Please state clearly where &amp; when this was undertaken and indicate specifically your role. (250 words max)</p>	<div style="border: 1px solid black; height: 60px; width: 100%;"></div>
Word Counter (0)	

The open text sections are fixed in both size and font. Your answers must fit within the specified word limit. Depending on the question, you may be able to apply limited formatting to your answer, such as bullets and numbering. You will not be able to save an answer that exceeds the specified word limit.

Please be aware when copying and pasting text that formatting will be removed. If you wish to use formatting in your answers use the options provided in the tool bar above the text entry sections. Review your answer before submitting, as once answers have been submitted they cannot be changed. The system is limited by characters rather than words; the below table breaks down the average number of character per word limit.

Number of characters	Number of words
455	50
910	100
1365	150
1820	200
2275	250
3640	400
7280	800

Please note that users of certain internet browsers including Safari, may experience an inability to view the maximum word count limit for questions with free text answer boxes. Should this be the case in your instance please be aware that the text box will turn an orange colour once you have exceeded the word limit. Observing the colour of your text box will therefore allow you to discover when you have reached the word limit of your particular question.

Please be aware that numerals are included in the word count. Also note that the following 10 punctuation signs/ symbols are included in the word count:

“ ” ‘ ’ \_ £ & < > ¬

## 5. Radio buttons

You can only select one of the predefined answers.

<p><b>Do you wish to apply for a deferred start date</b> <b>* because you are registered for a higher degree</b> <b>(e.g. PhD, MD)?</b></p> <p>Yes <input type="radio"/> No <input type="radio"/></p>
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## 3. Completing the sections

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Please note that **you must complete all sections in full**, as failure to do so may result in your application being rejected. All fields in **bold** and marked with an asterisk (\*) are mandatory fields and must be completed in order to submit your application.

Where word limits are stipulated, applicants should note that they will not be able to enter text beyond the specified limit. When copying text into an answer field from another document (e.g. Word) please ensure you have checked the spelling, formatting and amount of words you are pasting and re-read your answer, as you will not be able to save your answer if it exceeds the specified word limit. If you exceed the word limit the field will be highlighted and you will have to edit the text accordingly.

### **PART ONE:**

- Applicants to multiple vacancies will only need to complete most of 'part one' once, excluding the '*Application details*' and '*Referees*' sections. Changes can be made to 'part one' of the form for each new application. Please note, any changes made to new application forms will not overwrite the information provided in previously submitted application forms.
- Check that the specialty and level noted at the top of the application status page are the same as the specialty and level that you are applying for.

### **Personal details**

- Complete the personal details requested.

- It is mandatory to include an email address in this section and it should be the same address you used to register with the site. If you do not supply a valid email address this may result in your application being rejected. Communication from London Deanery will occur via your online recruitment account and via email to your registered email account so you must provide an active email address which you can monitor regularly. Please also check 'spam' or 'junk-mail' to ensure correspondence has not been filtered by your provider. Continue to regularly monitor your email and your online recruitment account. Inform the Deanery of any changes to your contact details, including phone numbers. We strongly recommend that you check your emails and your online recruitment account every 24 hours and a minimum of every 48 hours. Where necessary London Deanery may need to communicate with applicants via telephone and therefore applicants are asked to ensure they regularly monitor their voicemail messages.
- Please note, the contact address you provide in this section will be used at interview as part of the 'proof of identity' check, so you will be asked to bring valid documentation to prove that you live at this address. Please be aware that valid documentation denotes correspondence such as utility bills, bank statements and local authority tax bills addressed to you.

### **Equal Opportunities Monitoring Information**

- As public sector employers, healthcare organisations are required to collect information on equal opportunities. Please complete the section as requested.
- London Deanery is committed to ensuring equal opportunities and we actively encourage applications from people with disabilities. If you are a disabled applicant and would like to request a guaranteed interview, then please email the following address with further details:  
[confidentialenquiries@londondeanery.ac.uk](mailto:confidentialenquiries@londondeanery.ac.uk) .

### **Eligibility to apply**

- Please refer to the GMC Registration Eligibility webpage prior to applying:  
[www.gmc-uk.org/doctors/before\\_you\\_apply/registration\\_factsheet.asp](http://www.gmc-uk.org/doctors/before_you_apply/registration_factsheet.asp)
- Provide your GMC / GDC registration number, date of full registration and renewal date.

- If not registered at the time of application then provide details of when you will be eligible to register.

## **Language skills**

- Please complete the first two questions and add in further evidence of English language proficiency if relevant.
- For question 1, please select the country where you obtained your primary medical or dental qualification. The country list is available at Appendix A at the end of this guide.
- If you select 'No' to questions two and three, then you must complete the 'Other' section in order to provide details and evidence of your English language proficiency.
- Additional information on IELTS and English language skills requirements is available on the eligibility guidance section of our website:  
[www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/application-information/eligibility-guidance](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/application-information/eligibility-guidance)

## **Right to work in the UK**

- Some applicants may be considered before others on the basis of immigration status, in accordance with the UK Border Agency guidelines. If you require Tier 2 Sponsorship in order to take up the offer of a place on a training programme, you will be subject to the Resident Labour Market Test. You will be considered for appointment only if there are no suitable UK/EEA applicants and no migrants applicants with 'no employment restrictions'.
- If shortlisted, applicants will be required to produce their original documents proving the right to work in the UK (such as passport) on the day of their interview.
- Applicants should refer to UK Border Agency website for up to date information regarding the right to work in the UK  
[www.ukba.homeoffice.gov.uk/](http://www.ukba.homeoffice.gov.uk/).
- In the 'Nationality' box, select your nationality. The nationality list is available in Appendix B at the end of this guide.

- If you select 'No' to questions two and three, you will be asked to complete additional questions. Please indicate which option defines your immigration status, and complete the start and expiry date of your permit.
- You will be asked one or more questions relating to your nationality/visa status. Please answer all questions which are presented to you, until you reach the correct visa status.

### **Criminal Records and Fitness to Practise**

- Read the introduction carefully before completing the boxes in this section.
- Applicants who answer "yes" to one or more of the ten questions listed on the application form under this section must provide **full details** via email to [fitnesstopractise@londondeanery.ac.uk](mailto:fitnesstopractise@londondeanery.ac.uk) by the closing date of application. In this email please indicate clearly the question(s) to which you have provided a positive response, the post which you are applying to and your GMC/GDC number. Failure to do so may result in your application being withdrawn and this must be submitted for each individual application completed, with reference to the specialty / level.
- For further information please read the general guidance on the London Deanery website  
[www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/application-information/eligibility-guidance](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/application-information/eligibility-guidance)

### **Application Details**

- Provide the date you are available to start if you are offered a post.
- Please indicate whether or not you wish to apply for a deferred start date for statutory reasons i.e. ill health, maternity leave.
- Please indicate whether you wish to be considered for less than full time training. Further advice can be found via  
[www.londondeanery.ac.uk/var/flexible-training](http://www.londondeanery.ac.uk/var/flexible-training)

### **Referees**

- Please provide contact details, including email addresses, of three referees who have supervised your clinical training, spanning two years of your employment or undergraduate training. If you are applying for an **Academic**

post, one of your referees must be able to provide an academic reference. Further information about the reference process can be found via [www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/references](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/references).

- The field labelled '*Specialty undertaken*' should include the name of the specialty you were working in at the time of your employment.
- One referee must be a current or most recent consultant or educational supervisor. Only one referee can be marked as your current or most recent supervisor. You will not be able to submit your form if you have marked more than one most recent supervisor, or have marked none at all.
- Where providing an '*End date*' for your current post, please leave as blank.
- Ensure you include valid email addresses for referees. This is a mandatory requirement. Please provide NHS email addresses where possible.
- While you are asked to personally request references from your referees and bring these with you to interview, London Deanery will contact a random selection of referees to authenticate references provided.

## Reference Process

- London Deanery will not be contacting your referees for a reference. You will be required to bring your completed references from your referees with you on the day of interview.
- Please let your referees know that you are applying for this post, and that you will be asking them to complete a reference form.
- A reference form to pass to your referees for completion can be downloaded from:  
[www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/references](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/references).
- You must provide completed reference forms from three referees who are able to comment, from experience, on your ability and suitability for the post, as outlined on the NIHR website [www.nihrtcc.nhs.uk/intetacatrain/2011acref](http://www.nihrtcc.nhs.uk/intetacatrain/2011acref)
- Your referees must match those stated on your application form.
- Please ensure these details are correct as you will be unable to begin in post until references are supplied and checked.
- It is your responsibility to ensure that references are provided on the day of your interview. Forms must be handed to London Deanery staff in attendance

upon request. References must be in a sealed envelope clearly labelled with your full name.

- A random 20% of references provided will be subject to audit, whereby the authenticity of referee details and content of reference forms will be verified with referees.

## **PART TWO:**

### **Professional Qualifications**

In this section, complete information about your medical / dental school / university. Candidates invited to interview will be required to bring original documentation and copies of qualifications to the interview. For further details on documents required at interview' visit the London Deanery website -

[www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/interviews/documentation-required-for-interview](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/interviews/documentation-required-for-interview)

This section requires you to enter details about your entry qualification, additional undergraduate degrees and qualifications, postgraduate degrees and qualifications and professional qualifications e.g. FRCA, MRCS, MRCPPath. Failure to list essential entry qualifications in this section is highly likely to lead to your withdrawal from the recruitment.

- To enter qualifications you must first add a school or university. Click on '*Add school / university*'.
- If this was your primary institution please tick the box marked '*Primary institution*'.
- You will then be able to provide details of the institution you attended and the end date of your studies.
- By clicking '*Save and Continue*' you will then be able to add further details about your qualification.
- You should repeat this process for any qualification you have achieved,
- If you have completed multiple qualifications at the same institution, continue to add these in the same section. If you have completed qualifications at a different institution, add these using the '*Add school / university*' button.

- Please note that only one primary institution and primary qualification can be recorded and that the primary qualification should be marked against the primary institution.
- Should you wish to change your primary institution or qualifications associated with it, you will need to delete, rather than edit, the primary institution entry and then re-enter this entry.
- Applicants to OMFS with dual qualification should indicate the MBBS or equivalent as their primary qualification.
- Details of any research or other qualifications that you are currently undertaking should be indicated in the boxes named '*Please give details of any research degree (MD, PhD) currently being undertaken*' or '*Give details of any qualifications you are currently undertaking*'.
- Please note the word limit for each question.
- To '*delete*' a professional qualification, you must click on '*Edit School / University*' and then '*delete*' the school/university. When doing this, you will receive a message stating 'All qualifications associated with this school will be deleted. Are you sure you want to continue?' Click 'ok' to proceed and delete the school/university and its associated qualifications. You can then re-enter the school/university and its qualifications, if required.

### **Employment history**

- If you have no employment history, please mark the box stating '*I have no previous appointments*'. Please note your Foundation Training placements are considered part of your employment history and should be listed on your application form in this section. Please list each individual Foundation placement as a separate post.
- Provide details of your career progression and explain any employment gaps of more than 4 weeks duration. Note the word limit of 150 words.
- Provide details of your present or most recent employment, including name, address, position, type of training, appointment dates, length of contract and specialty.
- Confirm the length of your contract, in months and weeks, noting that a maximum of five weeks can be entered into the 'weeks' field.

- Where providing an '*End Date*' for your current post, please indicate the date you expect your contract to end.
- Confirm whether the post was as observer, clinical attachment or an unpaid post.
- Confirm whether or not Foundation Competences were achieved in each post.
- Please enter all your medical employment since obtaining your primary medical qualification. There is no limit to the number of employers you can enter. Please start with the most recent post and then add your previous posts.

### **Evidence of Competences and Experience**

In order for you to submit an application for an Academic training programme, you must demonstrate that you have gained the competences for the level to which you are applying and either:

- that you have undertaken a UK Foundation Programme (or in cases where you have not undertaken a UK Foundation Programme, that you have achieved and /or demonstrated Foundation Year Two competences within the last 3 years)

OR

- that you are currently in active clinical or clinical academic practice or in a CT/FTSTA/LAT/ST post or equivalent where attainment of foundation competences was assessed on appointment.

Please ensure that you have read the guidelines regarding Verification of Achievement of Foundation Competency at [www.mmc.nhs.uk](http://www.mmc.nhs.uk), before you complete this section and answer each question honestly and accurately. Only standard evidence of achievement of foundation competence will be accepted.

You will be asked a series of questions based on the person specification for the specialty / level you are applying for. Please refer to the relevant person specification and [www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/competences](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/competences) for further information.

As you answer the questions, the form may direct you to take actions such as providing appropriate evidence at the appropriate time. Follow the instructions given

for providing evidence and upload this evidence to your application form online if prompted to do so. Failure to do so may result in your application being withdrawn.

Please note - by allowing applicants to progress through stages of the recruitment process, London Deanery has not accepted or confirmed that applicants meet the requisite eligibility requirements in relation to competence and experience. This includes information you may have supplied at the time of application relating to competences and experience.

Applicants may still be withdrawn from the recruitment process at any stage, including after the interviews have taken place, if the evidence pertaining to competence and experience is found to be unsatisfactory by London Deanery.

Applicants may be asked to provide documentation at any stage of the recruitment process, including at the interview stage. Applicants who fail to bring satisfactory evidence to their interview will be given a maximum of 24 hours (excluding weekends and Bank Holidays) to provide this documentation to the London Deanery for review. Failure to do so is extremely likely to result in their application being withdrawn.

Further information, including information on how to submit evidence of competences can be found at:

[www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/competences](http://www.londondeanery.ac.uk/var/recruitment/specialty-recruitment/competences)

### **Questionnaire**

You will be asked a series of questions based on the person specification for the specialty / level you are applying for. Please refer to the relevant person specification for further details. The questions will be grouped under specific section headings.

You may be asked questions from the following sections:

- **Experience and Commitment**
- **Clinical Knowledge and Experience**
- **Audit and Management**
- **Academic Achievements**
- **Personal Skills**
- **Commitment to Specialty**
- **Probity**

- **Other Information**

For each section please provide appropriate examples for each question.

Many of the questions under this section are open text fields and are fixed in both size and font. Your answers must fit within the specified word limit. Depending on the question, you may be able to apply limited formatting to your answer, such as bullets and numbering. You will not be able to save an answer that exceeds the specified word limit. For further details, please see Section 4 on page 5 of this guide.

<p><b>1. What experience of clinical audit do you have? Please state clearly where &amp; when this was undertaken and indicate specifically your role.</b> <i>(250 words max)</i></p>	<div style="border: 1px solid #ccc; height: 80px; width: 100%;"></div>
<small>Word Counter (0)</small>	

Please be aware when copying and pasting text that formatting will be removed. If you would like to use formatting in your answers please use the options provided in the tool bar above the text entry sections. Review your answer before submitting, as once answers have been submitted they cannot be changed.

## 4. Submitting your application form

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Once complete, print and review your application form, referring to the relevant person specification. This will allow you to spot any omissions you may have made in filling out the form. It will also ensure you have a copy of your application as London Deanery will retain your electronic form online for a limited period of time, not exceeding 12 months, in line with the Data Protection Act 1998.

Ensure that all contact details are correct, including the email address you registered with, as contact from London Deanery will primarily occur via email and your online recruitment account.

By submitting your application, you are agreeing that you have understood this guidance document and you agree to all the London Deanery terms and conditions associated with recruitment. Failure to fully adhere to this guide may result in your application being rejected.

Once you have submitted your form you will not be able to make further changes. You will receive an email confirming receipt of your application, if you do not receive this within two hours of submitting your form please contact [recruitmentenquiries@londondeanery.ac.uk](mailto:recruitmentenquiries@londondeanery.ac.uk).

In order to ensure a fair, equitable and transparent recruitment process London Deanery has adopted a strict policy on late submissions and these are not permitted. Therefore the online recruitment system has been configured so as not to accept any application submissions once the application deadline has passed. If you fail to submit your application form within the published deadline, you will not be able to submit the application.

As a precautionary measure, we advise all applicants to save a copy of their application form on an external drive. We would also recommend you print a copy of your application form. From the *'My Applications'* page, select *'View Application'* for the vacancy you have submitted. This will display your application form in a new window. Please press the *'Print'* button at the bottom of the page to print your application form.

If, following three unsuccessful login attempts your account is locked an email will be sent to your login address with instructions on how to reactivate it. If you do not receive this email please contact us at [recruitmentenquiries@londondeanery.ac.uk](mailto:recruitmentenquiries@londondeanery.ac.uk).

## Appendix A:

### Country of origin

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Afghanistan  
Albania  
Algeria  
American Samoa  
Andorra  
Angola  
Anguilla  
Antarctica  
Antigua and Barbuda  
Argentina  
Armenia  
Aruba  
Australia  
Austria  
Azerbaijan  
Bahamas  
Bahrain  
Bangladesh  
Barbados  
Belarus  
Belgium  
Belize  
Benin  
Bermuda  
Bhutan  
Bolivia  
Bosnia & Herzegovina  
Botswana  
Bouvet Island

Brazil  
British Indian Ocean Territory  
Brunei Darussalam  
Bulgaria  
Burkina Faso  
Burundi  
Cambodia  
Cameroon  
Canada  
Cape Verde  
Cayman Islands  
Central African Republic  
Chad  
Chile  
China  
Christmas Island  
Cocos (Keeling) Islands  
Colombia  
Comoros  
Congo (Republic of)  
Cook Islands  
Costa Rica  
Côte d'Ivoire  
Croatia  
Cuba  
Cyprus  
Czech Republic  
Denmark  
Djibouti  
Dominica  
Dominican Republic  
East Timor  
Ecuador  
Egypt  
El Salvador  
Equatorial Guinea  
Eritrea

Estonia  
Ethiopia  
Falkland Islands (Malvinas)  
Faroe Islands  
Fiji  
Finland  
France  
French Guiana  
French Southern Territories  
Gabon  
Gambia  
Georgia  
Germany  
Ghana  
Gibraltar  
Greece  
Greenland  
Grenada  
Guadeloupe  
Guam  
Guatemala  
Guinea  
Guinea Bissau  
Guyana  
Haiti  
Heard and McDonald Islands  
Honduras  
Hong Kong  
Hungary  
Iceland  
India  
Indonesia  
Iran (Islamic Republic)  
Iraq  
Ireland  
Israel  
Italy

Jamaica  
Japan  
Jordan  
Kazakhstan  
Kenya  
Kiribati  
Kosovo  
Kuwait  
Kyrgyzstan  
Lao Peoples Democratic Republic  
Latvia  
Lebanon  
Lesotho  
Liberia  
Libyan Arab Jamahiriya  
Liechtenstein  
Lithuania  
Luxembourg  
Macau  
Macedonia  
Madagascar  
Malawi  
Malaysia  
Maldives  
Mali  
Malta  
Marshall Islands  
Martinique  
Mauritania  
Mauritius  
Mayotte  
Mexico  
Micronesia (Federated States of)  
Moldova  
Monaco  
Mongolia  
Montserrat  
Morocco  
Mozambique

Myanmar  
Namibia  
Nauru Nepal  
Netherland Antilles  
Netherlands  
New Caledonia  
New Zealand  
Nicaragua  
Niger  
Nigeria  
Niue  
Norfolk Islands  
North Korea  
Northern Mariana Islands  
Norway  
Oman  
Pakistan  
Palau  
Palestinian Territory (Occupied)  
Panama  
Papua New Guinea  
Paraguay  
Peru  
Philippines  
Pitcairn  
Poland  
Portugal  
Puerto Rico  
Qatar  
Reunion  
Romania  
Russian Federation  
Rwanda  
Saint Kitts and Nevis  
Saint Lucia  
Saint Vincent and the Grenadines Samoa  
San Marino

San Torne and Principe  
Saudi Arabia  
Senegal  
Seychelles  
Sierra Leone  
Singapore  
Slovakia (Slovak Republic)  
Slovenia  
Solomon Islands  
Somalia  
South Africa  
South Georgia and South Sandwich Islands  
South Korea  
Spain  
Sri Lanka  
St Helena  
St Pierre and Miquelon  
Sudan  
Suriname  
Svalbard and Jan Mayen Islands  
Swaziland  
Sweden  
Switzerland  
Syrian Arab Republic  
Taiwan  
Tajikistan  
Tanzania  
Thailand  
Togo  
Tokelau  
Tonga  
Trinidad and Tobago  
Tunisia  
Turkey  
Turkmenistan  
Turks and Caicos Islands  
Tuvalu

Uganda  
Vanuatu  
Vatican City State (Holy See)  
Venezuela  
Vietnam  
Virgin Islands (British)  
Virgin Islands (U.S.)  
Wallis and Futuna Islands  
Western Sahara  
Yemen  
Yugoslavia  
Zambia  
Zimbabwe  
Ukraine  
United Arab Emirates  
United Kingdom  
United States of America  
United States Minor Outlying Islands  
Uruguay  
Uzbekistan

## Appendix B:

### List of Nationalities

Afghan  
Albanian  
Algerian  
American  
Andorran  
Angolan  
Antiguans  
Argentinean  
Armenian  
Australian  
Austrian  
Azerbaijani  
Bahamian  
Bahraini  
Bangladeshi  
Barbadian  
Barbudans  
Batswana  
Belarusian  
Belgian  
Belizean  
Beninese  
Bhutanese  
Bolivian  
Bosnian  
Brazilian  
British  
Bruneian  
Bulgarian  
Burkinabe  
Burmese  
Burundian

Cambodian  
Cameroonian  
Canadian  
Cape Verdean  
Central African  
Chadian  
Chilean  
Chinese  
Colombian  
Comoran  
Congoese  
Congoese  
Costa Rican  
Croatian  
Cuban  
Cypriot  
Czech  
Danish  
Djibouti  
Dominican  
Dutch  
East Timorese  
Ecuadorean  
Egyptian  
Emirian  
Equatorial Guinean  
Eritrean  
Estonian  
Ethiopian  
Fijian  
Filipino  
Finnish  
French  
Gabonese  
Gambian  
Georgian  
German

Ghanaian  
Greek  
Grenadian  
Guatemalan  
Guinea-Bissauan  
Guinean  
Guyanese  
Haitian  
Herzegovinian  
Honduran  
Hungarian  
I-Kiribati  
Icelander  
Indian  
Indonesian  
Iranian  
Iraqi  
Irish  
Israeli  
Italian  
Ivorian  
Jamaican  
Japanese  
Jordanian  
Kazakhstani  
Kenyan  
Kittian and Nevisian  
Kuwaiti  
Kyrgyz  
Laotian  
Latvian  
Lebanese  
Liberian  
Libyan  
Liechtensteiner  
Lithuanian  
Luxembourger

Macedonian  
Malagasy  
Malawian  
Malaysian  
Maldivan  
Malian  
Maltese  
Marshallese  
Mauritanian  
Mauritian  
Mexican  
Micronesian  
Moldovan  
Monacan  
Mongolian  
Moroccan  
Mosotho  
Motswana  
Mozambican  
Namibian  
Nauruan  
Nepalese  
Netherlander  
New Zealander  
Ni-Vanuatu  
Nicaraguan  
Nigerian  
North Korean  
Northern Irish  
Norwegian  
Omani  
Pakistani  
Palauan  
Panamanian  
Papua New Guinean  
Paraguayan  
Peruvian

Polish  
Portuguese  
Qatari  
Romanian  
Russian  
Rwandan  
Saint Lucian  
Salvadoran  
Samoan  
San Marinese  
Sao Tomean  
Saudi  
Senegalese  
Serbian  
Seychellois  
Sierra Leonean  
Singaporean  
Slovakian  
Slovenian  
Solomon Islander  
Somali  
South African  
South Korean  
Spanish  
Sri Lankan  
Sudanese  
Surinamer  
Swazi  
Swedish  
Swiss  
Syrian  
Taiwanese  
Tajik  
Tanzanian  
Thai  
Togolese  
Tongan

Trinidadian or Tobagonian

Tunisian

Turkish

Tuvaluan

Ugandan

Ukrainian

Uruguayan

Uzbekistani

Venezuelan

Vietnamese

Yemenite

Zambian

Zimbabwean