



DEFENCE FORCE RECRUITING

Congratulations on your progression through the Your Opportunities Unlimited (YOU) Session.

You must prepare for your Assessment Session. One-week prior, your Case Manager will contact you in order to confirm your level of preparation.

The Assessment Session is one of the most important stages of the recruitment process, as the results of these interviews will be used to determine your suitability for enlistment or appointment into the Australian Defence Force. Please ensure that you read the information outlined below and comply with all requirements prior to, and on the day, of attendance.

IMPORTANT - ASSESSMENT SESSION REQUIREMENTS

Unless you have already provided the following certified documentation, **you need to provide the information below** or you will not be able to proceed further in the process:

Tick these off to ensure you have supplied them, or will have them with you on the day

- Original full birth certificate (not an extract of birth entry), or the original certificate of Australian citizenship if you were not born in Australia. Your name may appear on a parents/guardian's certificate if you were granted citizenship as a child;
- Copies of education certificates, secondary school results and teacher's comments as outlined by your Case Manager including any trade or professional certificates.
- Application Form
- If applicable - marriage certificate/decrees nisi;
- If applicable - previous military service records;
- If applicable - any court documents you have been asked to provide;
- If applicable - pilots license and log book

In addition to the above:

If you are a permanent resident who has applied for Australian citizenship you must provide:

- A passport containing a visa stamp indicating you are a permanent resident; and
- A Department of Immigration and Citizenship (DIAC) receipt to prove your application for citizenship has been submitted.

MEDICAL ASSESSMENT

As part of the Assessment Session you will have a medical examination. You should bring with you any prescription glasses along with your current prescription details, and if you usually wear contact lenses, you must remove them at least 48 hours prior to your appointment. To properly assess your hearing standard, you should refrain from being exposed to high frequency noises for at least 24 hours prior to testing. You should also avoid smoking for two hours and not have caffeine for four to six hours before testing, as this may interfere with your blood pressure readings. It is also advisable that you refrain from taking high protein drinks. **You will be required to provide a urine sample during your medical assessment so please keep this in mind throughout the day!**

You will be advised by the examining Doctor whether you are required to undergo further specialist medical testing or need to provide personal medical reports.



INTERVIEWS

You will undergo an interview with a Psychologist and a Defence Interviewer. After your interviews, you will be advised of the overall result of your application. **You must be adequately prepared for these interviews. Your preparation should include, but is not restricted to, research into your chosen avenue of entry, all aspects of the job role and training you can expect to undertake, your motivation for a service career and service life in general.**

If your application is successful at this stage, you will be further assessed in selection with other applicants for the available positions, and will be notified of a decision as soon as possible. You will not be required to undertake a fitness test on the Assessment Day and therefore, **usual business dress standards apply.**

CAUTION

All positions are filled by competitive selection and selection is not assured until approval is received by way of letter of offer. There may be Service reasons for a position being withdrawn, without notice, and not filled. Failure to comply with recruiting requirements may result in your application being withdrawn from further consideration. **You should not take any action, in anticipation of success, which may jeopardise your present employment or personal circumstances until a firm offer in writing has been made.**

CHANGE OF CIRCUMSTANCES

If your circumstances change (eg address, employment), you are unable to attend the designated assessment day, or you wish to withdraw your application at any stage throughout the process, please contact your Case Manager on 131902.

If your medical condition/status has changed since your test day, or you now have any serious illness, please contact the DFR medical section **as soon as possible.**

Once again, congratulations on your progression through the Your Opportunities Unlimited (YOU) Session and good luck on your Assessment Session.