

## Information for students who have previously resided outside the UK as an adult (i.e. from age 18 or above)

Alongside the Disclosure and Barring Service (DBS) checks which are undertaken for all applicants, any periods of previous residence abroad, of twelve months or more as an adult, need to be covered by a 'certificate of good character' (or similar) from the country concerned. Residence abroad includes, but is not limited to, travelling, studying, working and postings with armed forces\*.

If, since the age 18, you have resided outside the UK for more than twelve months (either continuously or in total) it is your responsibility to obtain the relevant certificate(s). The University cannot apply for these certificates on your behalf or pay for the costs involved. This process can take some time and you are strongly advised to apply at the earliest opportunity. Students who have previously resided abroad will be unable to start student placements without this certificate.

For information about applying for such certificates, please consult the DBS website: [overseas police check section](#).

**\*If your period of residence abroad took place whilst serving in the military, you may submit an extract from your military record instead. The extract you provide must:**

- be the original document you were given, not a copy
- cover (and state that it covers) all of the periods within the past ten years during which you were overseas for twelve months or more (whether continuously or in total) and confirm you were serving in the military at this time
- expressly disclose any and all convictions you may have received during this time
- be from an identified source that we can contact if we need to verify the extract's authenticity.

**If you cannot obtain a criminal record certificate from the relevant country.**

It is not always possible to obtain a certificate from countries that do not have functioning criminal record regimes or refuse to provide these to anyone other than their own citizens.

- If you are unable to obtain a certificate please contact the Faculty Compliance Team at [hhscompliance@plymouth.ac.uk](mailto:hhscompliance@plymouth.ac.uk) for advice.