



Foreign &
Commonwealth
Office

Human Resources Directorate
Foreign and Commonwealth Office
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04 August 2014

FREEDOM OF INFORMATION ACT 2000 REQUEST REF:0179-14

Thank you for your email of 13 February asking for information under the Freedom of Information Act (FOIA) 2000. You asked:

For your most recent round of recruitment of graduate interns (I believe the deadline was on/around 11th Dec 2013?), can you confirm:

- i) how many applications the FCO received.*
- ii) how many of these applicants were invited to the interview stage.*
- iii) what percentage of **total applicants** possessed a Masters degree or were in the process of studying for one.*
- iii) what percentage of **applicants invited to interview** possessed a Masters degree or were in the process of studying for one.*
- iv) what percentage of **successful applicants** possessed a Masters degree or were in the process of studying for one.*

I am writing to confirm that we have now completed the search for the information that you requested.

I can confirm that the Foreign and Commonwealth Office (FCO) does hold information relevant to your request.

- i) how many applications the FCO received.*

The recruitment campaign for the Graduate Internship Scheme 2014 was conducted on our behalf by CAPITA. The total number of completed applications received by CAPITA was 1,226.

ii) how many of these applicants were invited to the interview stage

CAPITA Assessors sifted the applications using the information provided on the candidates' application forms against competence criteria set by the FCO Recruitment Team. The top 60 scoring applicants at the sift stage were invited to interview. Two of the invited candidates withdrew their application before their interviews and were replaced by the 2 highest scoring reserve candidates from the merit list.

*iii) what percentage of **total applicants** possessed a Masters degree or were in the process of studying for one, and what percentage of **applicants invited to interview** possessed a Masters degree or were in the process of studying for one.*

The academic requirement for the Graduate Internship Scheme was a minimum of a 2:2 degree awarded in the last 3 years. There was no requirement to possess or to be studying a Masters degree and applicants were not required to provide any such information on their application forms. If applicants did choose to provide information on Masters studies or qualifications, we did not collect or collate it. Furthermore, only the application forms for those candidates that were successful at interview were passed to us by CAPITA. I am therefore unable to answer part (iii) of your enquiry.

*iv) what percentage of **successful applicants** possessed a Masters degree or were in the process of studying for one.*

27% (9) of the 30 successful applicants declared that they had a Masters qualification.

In keeping with the spirit and effect of the Freedom of Information Act, all information is assumed to be releasable to the public unless it is exempt. The information we have supplied to you may now be published on our website together with any related information that will provide a key to its wider context.

Yours sincerely,

Human Resources Directorate



We keep and use information in line with the Data Protection Act 1998. We may release this personal information to other UK government departments and public authorities.