

1. Register for your online application by adding your full name, email address and a password.
2. Click to [Start your application].
3. You will then be asked how many applicants are applying. Each applicant will have their own form so their information can be entered separately.
4. Please enter your full name(s) and agree to the Privacy Statement/GDPR to start the form.
5. Once within the form, you will see the different sections listed. You can work through these in order, or select specific pages to complete.

The screenshot shows the 'Personal Details' section of the Fostering Application Form. On the left is a dark blue sidebar with the 'fosteringpeople' logo at the top. Below the logo, it says 'Applicant Name' and 'Part 1: Main Details'. A note reads: 'Please ensure all these steps are complete.' There are three menu items: 'Personal Details' (selected with a red square), 'Home', and 'Children'. The main content area has a blue header with the 'fosteringpeople' logo and a 'SAVE & RETURN' button in the top right corner. The main heading is 'Personal Details' in white. Below it, a white box contains the heading 'Personal Details' and the instruction 'Please complete the fields below.' The first field is 'Title \*' with a red asterisk, and it has five buttons: 'Mr', 'Mrs', 'Miss', 'Ms', and 'Other'.

**[SAVE & CONTINUE TO NEXT STEP]**  
button at the bottom will save your progress and move you to the next page of the application form.

**[SAVE & RETURN]**  
button will save your progress and take you back to the main application dashboard.

6. Please make your way through Part 1 of the form, entering the required information.

7. Once Part 1 has been filled in (for both applicants if a joint application), you will be asked to REVIEW the information and then SUBMIT. This will allow you to start Part 2.



**Thank you for submitting Part 1 of your application.**

Please proceed to Part 2.

Your application can be saved and returned to as you gather the information you need.

*~ Remember to save the link as well as your login details ~*

The Application Dashboard shows your progress of completing the form.

You can continue to complete your application by clicking on the applicant name at the top, or the [EDIT] button under the relevant part.

Part 2 of the form will be available once Part 1 has been submitted:

8. Please make your way through Part 2 of the form.
9. Once Part 2 has been filled in (for both applicants if a joint application), you will be asked to REVIEW the information and then SUBMIT.
10. This will complete your fostering application. We will be in touch with you shortly.