



# Application For Indefinite Leave To Remain In The UK In One Of The Categories Listed In This Form And A Biometric Immigration Document

In accordance with paragraph 34 of the Immigration Rules, this form is a specified form for the purpose of the Immigration Rules as of 1 December 2013 and must be used for all applications made on or after that date for the purposes stated on this page and listed in section 3.

You also need the separate guidance documents listed below, which you should read before making your application:

- SET(O) guidance notes
- UK Visas & Immigration photograph guidance

If you do not already have these documents, you can get them from our website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

Our application forms change periodically. If you obtain this form some time before applying, please check that it is still the version which must be used when you are ready to apply.

To apply in person, you must make an appointment. Alternatively, you may wish to use the Settlement Checking Service operated by a number of local authorities which is generally a faster service than the normal postal application process. Please see the Home Office's website to see if you can use this service when applying on this form.

The applications which may not be made in person are those in the following categories/routes: businessperson; innovator; investor; self-employed lawyer; Tier 1 (Entrepreneur) migrant; Tier 1 (Investor) migrant; Tier 1 (Entrepreneur) migrant, accelerated; Tier 1 (Investor) migrant, accelerated.

Certain applications may be delivered by courier - see the guidance notes.

If you apply by post, you must send your application to the following address:

Home Office  
SET(O)  
Indefinite Leave to Remain  
PO Box 591  
Durham  
DH1 9FS

Working together to protect the public

Work permit holder

Work permit holder - dependant

Employment not requiring a work permit

Businessperson  
Innovator  
Investor

Highly skilled migrant

Highly skilled migrant under the terms of the HSMP indefinite leave to remain (ILR) judicial review policy document

Self-employed lawyer

Writer, composer or artist

Tier 1 (General) migrant

Tier 1 (Entrepreneur) migrant

Tier 1 (Entrepreneur) migrant, accelerated

Tier 1 (Investor) migrant

Tier 1 (Investor) migrant, accelerated

Tier 2 migrant

UK ancestry

Bereaved partner

Other purposes/ reasons not covered by other application forms

Biometric immigration document (Biometric Residence Permit (BRP))

PBS Dependant

This form is valid only for applications made on or after 6 April 14

## Payment Guidance

### The Fee

If you are a single applicant on form SET(O) and no dependants are applying with you, the normal specified fees are £1093 for standard applications made by post or courier.

Applications can be made in person at a Premium Service Centre for a same day consideration of your application. There is an additional fee for this service and all fees will be taken when you book an appointment. For more details and to book an appointment please visit [www.gov.uk/ukvi-premium-service-centres](http://www.gov.uk/ukvi-premium-service-centres)

The fees are different for nationals of countries which have ratified the 1961 Council of Europe Social Charter (CESC), ie Croatia, FYR Macedonia and Turkey, but only if they are applying in any of the following categories or routes: work permit holder, highly skilled migrant (of either kind), Tier 1 (General) migrant, Tier 1 (Entrepreneur) migrant and Tier 2 migrant. The fees for such applications are £1038 for applications made by post or courier.

If one or more dependants are applying with you, the fee for each dependant applying is shown in the table below.

Number of applicants	Standard	CESC Standard
Yourself and 1 dependant	2186	2131
Yourself and 2 dependants	3279	3224
Yourself and 3 dependants	4372	4317
Fee for each additional dependant	1093	1093

For more information about the current fees, please see the SET(O) guidance notes - version 04/2014.

Please note that your application will be rejected as invalid if you do not pay the specified fee.

If you are claiming an exemption from paying the fee because you are applying to stay in the UK under European Convention on Human Rights Article 3 medical grounds, tick the box at item 5 on page 4 to confirm this.

If you are claiming an exemption from paying the fee because you are a child under the age of 18 in the care of social services at the time of application, tick the box at item 5 on page 4 to confirm this.

If you are applying under one of the above categories failure to tick the box at item 5 on page 4 will result in your application being rejected if you have not sent a fee.

### Biometric Enrolment Fee

As part of your application you are required to enrol your biometric information. You will be charged an additional handling fee for this service, payable to the Post Office Ltd. You must pay the fee by cash or debit card when you attend Post Office Ltd to enrol your biometrics. Each dependant included on your application must also pay this fee when they enrol their biometric information. Do not send the biometric enrolment fee with your application fee.

Applicants on some immigration routes are exempt from paying an enrolment fee at the Post Office Ltd. If you are in one of these categories you will be informed of this when we send you a biometric notification letter.

Your application may be rejected as invalid if you do not enrol your biometrics when requested. For more information about enrolling biometrics and the current fee, please visit the following section of our website: [www.gov.uk/biometric-residence-permits](http://www.gov.uk/biometric-residence-permits)

## Who May Apply With You?

You may include your spouse, civil partner, unmarried or same-sex partner and/or children under the age of 18 if they are applying as your dependants. However, they must pay the full specified fee if they apply separately. Children aged 18 or over may not be included. They must apply individually and pay the specified fee in each case.

## How can you pay?

You must pay by one of the methods specified below.

- Cheque
- Postal Order
- Credit card<sup>1</sup> - Visa (including Electron), MasterCard or American Express (Amex)
- Debit card - Delta, Maestro\* (including Solo)
- Banker's draft (payable to the Home Office)

\* Maestro - we will accept any Maestro card if you are applying in person at a Premium Service Centre but only Maestro cards issued in the UK if you are applying by post or courier.

## Cheques And Postal Orders

You must make the cheque or postal order payable to Home Office Leave to Remain and cross the cheque or postal order(s) A/C Payee only.

Write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or each postal order and keep the postal order stub(s). Make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

If applying by post or courier, attach your cheque or postal order(s) to the front of the application form.

## Completing The Payment Details Page

To ensure that your payment is processed without any delay please complete the correct payment details page and note the points below when doing so.

1-2 The address at 1 should be the contact address in the UK for any correspondence. If it is not your home address (eg a solicitor or other authorised immigration adviser may be submitting the application), give the contact name at 2.

3 This should be the full name of the main applicant as given in his or her passport or travel document.

4 Date of birth - for example, 3 January 1980 should be written 03 01 1980 in the spaces provided.

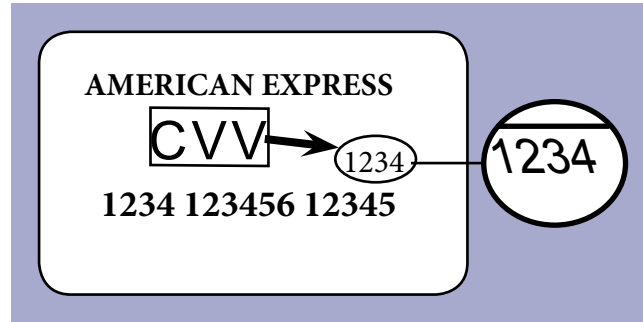
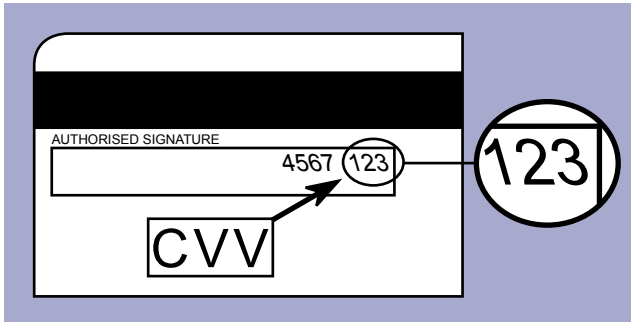
5 If you do not select a fee then we cannot take a payment and your application will be rejected as invalid.

1 Please note that when making large or multiple payments using your credit card, the anti-fraud measures that banks operate sometimes stop the full payment being taken. This can happen for a number of reasons. To prevent this you may inform your bank of your intention to make large or multiple payments in advance so that your bank allows the full payment to be taken when you submit your application.

Please be aware that not all banks offer this service.

8-11 Complete only if paying by card.

11 The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.



Payment Details: Set(O)

Nationals of Croatia, FYR Macedonia or Turkey must complete this page unless they are applying as a work permit holder, highly skilled migrant (of either kind), Tier 1 (General) migrant, Tier 1 (Entrepreneur) migrant or Tier 2 migrant. For applications in those categories, they must complete the payment details on page 5. All other applicants must complete the payment details on this page only.

Please complete this page in block capitals and black ink after first reading the payment guidance.

If you are applying as a highly skilled migrant (HSMP), are you doing so under the terms of the HSMP ILR judicial review policy document? See main guidance notes for more information about this. Yes  No

1 Contact address in the UK for correspondence


2 Contact name in the UK if different from that of the applicant


3 Applicant's full name


										Year		Month		Day								

4 Date of birth

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Payment Details

5 Amount - please tick the amount you are paying. If no fee is ticked we cannot take a payment and your application will be rejected as invalid.	Standard	Standard	
Single applicant - no dependants	£1093	Main applicant and two dependants	£3279
Main applicant and one dependant	£2186	Main applicant and three dependants	£4372

If more than 3 dependants are applying with you, please state the number in the space below and enter the correct amount in the appropriate box (as calculated in accordance with the payment guidance).

Main applicant and ..... dependants	£	- standard
-------------------------------------	---	------------

If you are claiming an exemption from paying the fee tick this box

6 How are you paying? Please tick a box.	Postal order	<input type="checkbox"/>	Cheque	<input type="checkbox"/>	Debit or credit card	<input type="checkbox"/>	Banker's draft	<input type="checkbox"/>
--	--------------	--------------------------	--------	--------------------------	----------------------	--------------------------	----------------	--------------------------

7 Paying by cheque - please give cheque details below

Cheque number	Account number	Sort code																																																							
<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>															<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																								<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> - <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> - <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																		

Paying by card - please complete 8-12 below

8 Which card are you using for payment? Please tick a box.	Visa / Electron	<input type="checkbox"/>	MasterCard / Amex	<input type="checkbox"/>	Maestro / Solo	<input type="checkbox"/>	Delta	<input type="checkbox"/>
--	-----------------	--------------------------	-------------------	--------------------------	----------------	--------------------------	-------	--------------------------

9 Name on card	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							

10 Card number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							

11 Card details	Valid from	Expiry date	Card security number - CVV	Issue No. (where available)														
	<table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td></tr></table> / <table border="1"><tr><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					<table border="1"><tr><td></td><td></td></tr></table>		

12 Cardholder's signature	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																								Date	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																							



If you are producing a double-sided copy of this application form, please include this page and make sure it falls on the reverse of the payment details page in the two-sided copy.

For administrative reasons, it's important that the rest of the form begins with Section 1 - Applicant's Details facing upwards.



Grid for unique reference number

Section 1 - Applicant's Details

1.1 Your title - please tick

Mr Mrs Miss Ms Other

If other, what is your title?

Text box for other title

1.2 Your gender - please tick

Male Female

1.3 Your date of birth

Day Year grid

1.4 Your full name as in your passport or travel document

Large grid for full name

1.5 Surname or family name

Grid for surname

1.6 Any other name(s) by which you are or have been known

Large grid for other names

1.7 Nationality

Grid for nationality

1.8 Place of birth - town or city and country

Grid for place of birth

1.9 Passport or travel document number

Grid for passport number

1.10 Home Office reference if you have one

Grid for Home Office reference

1.11 National insurance number if you have one

Grid for National Insurance number

1.12 BRP Reference number

Grid for BRP Reference number

1.13 Your UK address - please inform us immediately if this changes

Large grid for UK address with Postcode field

1.14 Your daytime telephone number

Grid for daytime telephone number

Your mobile telephone number if you have one

Grid for mobile telephone number

1.15 Your e-mail address if you have one

Text box for e-mail address

1.16 Name and address in the UK for all correspondence about your application if different from 1.13

Large grid for UK correspondence address with Postcode field

1.17 If you have completed 1.16 and the address is that of your immigration adviser, please state their Office of the Immigration Services Commissioner (OISC) number

Grid for OISC number

Photographs section with instructions and a 'Month' label



## SECTION 2 - DEPENDANTS WHO ARE ALSO APPLYING

If you have a partner and/or any children under 18 who are living with you in the UK and who are applying for indefinite leave to remain as your dependants, this is where you give their details. “Partner” means your spouse, civil partner, unmarried or same-sex partner.

If more than 2 children are applying, please give their details on a photocopy of this page, enclose it with this form, and place the photographs in a sealed envelope attached to section 1 as instructed there. Children aged 18 or over must apply separately.

Your partner's full name

--	--

Nationality

BRP Reference Number

--	--

**Photographs**  
You must provide two identical photographs of each dependant who is applying.  
Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Place of birth - town or city and country

--	--

Date of birth

Day	Month	Year

Gender

- please tick

Male	Female
------	--------

Relationship to you  
- please tick

Spouse	Civil partner
Unmarried partner	Same-sex partner

Child's full name

--	--

Nationality

BRP Reference Number

--	--

**Photographs**  
You must provide two identical photographs of each dependant who is applying.  
Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Place of birth - town or city and country

--	--

Date of birth

Day	Month	Year

Gender

- please tick

Male	Female
------	--------

Relationship to you  
- please tick

Son	Daughter
-----	----------

Child's full name

--	--

Nationality

BRP Reference Number

--	--

**Photographs**  
You must provide two identical photographs of each dependant who is applying.  
Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Place of birth - town or city and country

--	--

Date of birth

Day	Month	Year

Gender

- please tick

Male	Female
------	--------

Relationship to you  
- please tick

Son	Daughter
-----	----------

### Section 3 - Which Category?

Please tick a box to show us the category in which you are applying for indefinite leave to remain and to confirm that you are also applying for a biometric immigration document.

If applying under section A, please note that you will also need to complete the appropriate Tier 1 Points scoring Assessment at section 9.

**Section A**

Tier 1 (General) migrant (excluding applicants applying under the terms of the HSMP Forum Judicial Review Policy Document)	<input type="checkbox"/>	<input type="checkbox"/>
Tier 1 (Entrepreneur) migrant	<input type="checkbox"/>	<input type="checkbox"/>
Tier 1 (Entrepreneur) migrant accelerated	<input type="checkbox"/>	<input type="checkbox"/>
Tier 1 (Investor) migrant	<input type="checkbox"/>	<input type="checkbox"/>
Tier 1 (Investor) migrant accelerated	<input type="checkbox"/>	<input type="checkbox"/>

If applying under section B, please note that you are not required to complete section 9.

**Section B**

Tier 1 (General) Migrant applying under the terms of the HSMP Forum Judicial Review Policy Document	<input type="checkbox"/>	<input type="checkbox"/>
Work permit holder	<input type="checkbox"/>	<input type="checkbox"/>
Work permit holder dependant	<input type="checkbox"/>	<input type="checkbox"/>
Employment not requiring a work permit	<input type="checkbox"/>	<input type="checkbox"/>
Businessperson	<input type="checkbox"/>	<input type="checkbox"/>
Innovator	<input type="checkbox"/>	<input type="checkbox"/>
Investor	<input type="checkbox"/>	<input type="checkbox"/>
Highly skilled migrant	<input type="checkbox"/>	<input type="checkbox"/>
Highly skilled migrant under the terms of HSMP ILR judicial review policy document	<input type="checkbox"/>	<input type="checkbox"/>
Self-employed lawyer	<input type="checkbox"/>	<input type="checkbox"/>
Writer, composer or artist	<input type="checkbox"/>	<input type="checkbox"/>
Tier 2 migrant	<input type="checkbox"/>	<input type="checkbox"/>
UK ancestry	<input type="checkbox"/>	<input type="checkbox"/>
Bereaved partner	<input type="checkbox"/>	<input type="checkbox"/>
PBS dependant	<input type="checkbox"/>	<input type="checkbox"/>
Other purposes or reasons not covered by other application forms	<input type="checkbox"/>	<input type="checkbox"/>

If you have ticked the other purposes or reasons category, please explain briefly why you are applying for indefinite leave to remain in the UK. You will also need to provide a letter explaining in more detail why you are applying, and the category of your last grant of leave.

## Section 4 - Knowledge Of Language And Life In The UK

You are not required to complete this section if you are applying in one of the following categories: Tier 1 (General) Migrant applying under the terms of the HSMP Forum Judicial Review Policy Document; highly skilled migrant under the terms of the HSMP ILR judicial review policy document; or bereaved partner. If you are applying in one of these categories, go to section 5.

From 28 October 2013, to qualify for indefinite leave to remain, all applicants aged 18-64 must meet a revised Knowledge of Language and Life in the UK requirement.

The separate guidance notes to this form provide details of where to find further information about this requirement.

4.1 Are you aged 18-64? Yes  No  If your partner is applying with you is he or she aged 18-64? Yes  No

If you have answered yes to 4.1 and/or 4.2, continue below. If you answered no to 4.1 and 4.2, or your partner is not applying with you, go to section 5.

	You		Your partner
4.3 Have you and/or your partner obtained the following to show that you have met the Knowledge of Language and Life in the UK requirement.	<input type="checkbox"/>	Life in the UK pass	<input type="checkbox"/>
	<input type="checkbox"/>	<b>And one of the following language qualifications:</b>	<input type="checkbox"/>
	<input type="checkbox"/>	English language speaking and listening qualification, <b>or</b>	<input type="checkbox"/>
	<input type="checkbox"/>	A degree taught or researched in English, <b>or</b>	<input type="checkbox"/>
	<input type="checkbox"/>	are you a national of a majority English-speaking country?	<input type="checkbox"/>
		<b>And one of the following language qualifications:</b>	<input type="checkbox"/>
		English speaking and listening qualification <b>or</b>	<input type="checkbox"/>
		A degree taught or researched in English, <b>or</b>	<input type="checkbox"/>
		Is he/she a national of a majority English-speaking country?	<input type="checkbox"/>

Note 1 Relevant qualifications are:

- A pass in the test known as the “Life in the UK” test

**And one of the following language qualifications:**

- A speaking and listening qualification at level B1 or above from the Secure English Language Test (SELT) list;
- An ESOL qualification at Entry Level 3, Level 1 or Level 2, that includes speaking and listening which has been regulated by the Office of Qualifications and Examinations Regulation (Ofqual). It must be listed as an ESOL qualification on the Ofqual Register and taken in England, Wales or Northern Ireland;
- A National Qualification in ESOL at Scottish Qualifications Framework (SCFQ) levels 4, 5 or 6, awarded by the Scottish Qualifications Authority (SQA).

4.4 If you and/or your partner have not obtained one of the relevant qualifications, are you claiming exemption from this requirement because a physical or other condition prevents you from taking the Life in the UK test or doing a speaking and listening qualification in English? See Note 2.

	You		Your partner
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Note 2 If you and/or your partner are claiming exemption, you must provide a doctor’s letter or similar evidence confirming that you and/or your partner are unable to take the test or obtain a speaking and listening qualification. An exemption will only be agreed exceptionally.

## Section 5 - Your Home And Finances

You are not required to complete this section if you are applying in the bereaved partner categories.

5.1 Is your home in the UK:   
 a) owned by you?    
 b) rented from a local authority or housing association by you?    
 c) privately rented by you?    
 d) owned or rented by a relative or friend?

5.2 Do you or your partner, or both, pay any rent or mortgage for your home?   
 Yes  No  If so, how much do you pay each month? £

5.3 Are you working in the UK?   
 Yes  No  If so, what is your pay each month after income tax and other deductions? £

5.4 Does a relative or friend of you or your partner, or both of you, regularly give you money?   
 Yes  No  If so, how much do you receive each month? £

Are you receiving any public funds?   
 Yes  No

The public funds which are relevant for the purposes of the Immigration Rules are listed below. If you have answered yes to question 5.5, you must tick the relevant box(es) to show which of these are being received.

Attendance Allowance		Council Tax Reduction	Income Related Employment and Support Allowance	<input type="checkbox"/>
Carer's Allowance		Disability Living Allowance	Income Support	<input type="checkbox"/>
Child Benefit	Housing Benefit	Personal Independence Payment	Working Tax Credit	<input type="checkbox"/>
Child Tax Credit	Housing or Homelessness assistance	Severe Disablement Allowance	Universal Credit	<input type="checkbox"/>
Council Tax Benefit	Income-based Jobseeker's Allowance			<input type="checkbox"/>

You must complete ALL four of the boxes below if you are applying as a Work Permit Holder; a Tier 2 (General) or a Tier 2 (Intra Company Transfer) Migrant – (Your employer will be able to provide you with these details)

SOC code (or nearest applicable which best describes your employment)

Current rate of Pay (as stated in the Codes of Practice – hourly rate or annual salary) Per hour

Current rate of Pay (as stated in the Codes of Practice – hourly rate or annual salary) Per annum

Number of hours this salary is based on

Number of weekly hours

**If you are unable to meet the appropriate rate of pay because you are on maternity, paternity or adoption leave you should answer questions 5.6, 5.7 and 5.8. If this does not apply to you, please go to section 6.**

## Section 5 - Your Home And Finances (Cont.)

- 5.6 Complete the following table indicating the sources and levels of income as indicated in 5.1 - 5.5 that you and your partner are relying on to adequately maintain you and any dependants.

Income Source	Interval Received (weekly/monthly)	Amount
<b>Total</b>		

If you have been unable to fit all of the relevant details in the table above, please use the space provided below.

- 5.7 Please give the start and end dates of the period of maternity, paternity or adoption-related absence (if you are still absent from the workplace due to maternity or adoption-related leave, the end date should be left blank).

	Day		Month		Year				
Start date	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>
	Day		Month		Year				
End date	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>	<input style="width: 20px; height: 20px;" type="text"/>

- 5.8 Please tick the relevant box(es) below to confirm the documents being sent with the application as evidence of this period of maternity or adoption-related absence from the workplace;

Child's birth certificate or certificate of adoption, as appropriate (this should be provided wherever one has been issued)

Letter from employer confirming dates of maternity, paternity or adoption absence

Payslips or other remittance advices covering:  
 the month immediately prior to the period of maternity, paternity or adoption related absence, and

the months during the period of maternity, paternity or adoption leave, including details of any statutory maternity/adoption payments to which you may have been eligible

## SECTION 5 - YOUR HOME AND FINANCES (cont.)

Bank or building society statements covering:

the month immediately prior to the period of maternity, paternity or adoption related absence, and

the months during the period of maternity, paternity or adoption leave.

Other alternative evidence of maternity, paternity or adoption absence

5.9

If the "alternative evidence" box has been ticked, please provide a full explanation of why the specified documents cannot be provided and details of the alternative documentation being sent.

# SECTION 6 - IMMIGRATION HISTORY

You are not required to complete this section if you are applying in the bereaved partner categories.

6.1 When did you (the main applicant) **first** enter the UK? This refers to the date of your first entry into the UK at the beginning of the period of stay on which this application is based.

Day		Month		Year		

6.2 Since then have you had any absences from the UK? If **yes**, give the dates you left and returned to the UK and the reason for the absence in the spaces below. List all absences however short and in date order. If you need more space, continue on a separate sheet and enclose it with your application.

Yes  No

Date left the UK	Date returned to the UK	Reason for absence

Evidence of all work-related absences (including paid annual leave) is required from those applying under Tier 1 (General); Tier 2 (Intra-Company Transfer); Tier 2 (General); Tier 2 (Minister of religion); Tier 2 (Sportsperson); Tier 5 International Agreement, and permitted employment categories - except Highly Skilled Migrants.

Evidence of absence due to compelling or compassionate reasons is also required from all of the above categories, and those applying under the Business person; Self-employed person; Investor; Innovator; Writer; Composer, and Artist categories.

What evidence has been provided to support the reasons for all absences from the UK?

Letter(s) from employer(s) detailing reasons for work-related absences including periods of paid annual leave from the UK?

Letter from applicant detailing reasons for absence due to compelling or compassionate reasons

Original official documents: (medical/birth/death certificate(s))

Letter from travel companies to evidence disruption to travel

Other

## SECTION 6 - IMMIGRATION HISTORY

If you have ticked 'Other' please briefly specify below what evidence you have provided. Please note only evidence of compelling or compassionate reasons must be listed in this box.

6.4 When did you last enter the UK?

Day	Month	Year

6.5 Did you last enter the UK using a valid passport or travel document?

Yes  No

6.6 Do you currently have valid leave to enter or remain in the UK?

Yes  No

6.7 What date is your current leave (or permission to stay) /was your last period of leave (or permission to stay) / valid until?

Day	Month	Year

6.8 What evidence of leave (or permission to stay) stated in 6.6 has been provided?

Passport	<input type="checkbox"/>
Travel Document	<input type="checkbox"/>
Biometric Residence Permit	<input type="checkbox"/>
Other	<input type="checkbox"/>
None	<input type="checkbox"/>

For Official Use

In-Time

Overstayer by  Days

Other



## SECTION 6 - IMMIGRATION HISTORY (cont.)

6.9 If you spent any part of the 5 year continuous period with leave to enter or remain in the Crown dependencies, please indicate below where and when this was:

Crown Dependency	Please tick	From	To
Isle of Man			
Jersey			
Guernsey			
Alderney			
Sark			

6.10 Please state the category of leave you held whilst in the Crown Dependencies e.g. Work Permit Holder or Points Based System Tier 2.

6.11 Please give the dates of any absences spent outside of the Crown Dependencies and the UK.

From	To	Reason for Absence

# SECTION 7 - PERSONAL HISTORY

## Personal History (criminal convictions, war crimes, etc.)

It is mandatory to complete section 7. If it is not complete the application will be invalid and will be returned to the applicant.

This section asks about any criminal convictions, any civil judgements or civil penalties made against you or any dependants who are applying with you and details of any involvement you or any dependants who are applying with you may have had in war crimes, genocide, crimes against humanity or terrorism. If you fail to answer all of these questions as fully and accurately as possible, your application may be refused.

It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which is known to be false or is not believed to be true. Information given will be checked with other agencies.

7.1. Have you or any dependants who are applying with you been convicted of any criminal offence in the UK or any other country?

Yes  - go to question 7.2

No  - go to question 7.3

7.2. Please give details below for each criminal conviction, starting with the most recent one. If you or any dependants who are applying with you have received more than two convictions, please photocopy this page and enclose it with this form.

Note: We will carry out criminal record checks on all applicants and dependants. You must give details of all unspent and spent criminal convictions. This includes road traffic offences but not fixed penalty notices (such as speeding or parking tickets) unless they were part of a sentence of the court. This includes all drink-driving offences.

Criminal conviction 1

Country where convicted


Nature of the offence

Sentence given

Date sentenced

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

If you or any dependants who are applying with you were sentenced to a period of imprisonment, what was the length of the prison sentence imposed (in months)?

--	--	--

months

Criminal conviction 2

Country where convicted


# SECTION 7 - PERSONAL HISTORY

Nature of the offence

Sentence given

Date sentenced

DDMMYYYY

If you or any dependants who are applying with you were sentenced to a period of imprisonment, what was the length of the prison sentence imposed (in months)?

months

7.3. Do you or any dependants who are applying with you have any civil judgments against you or any civil penalty under the UK Immigration Acts?

Yes  go to 7.4

No  go to 7.5

7.4. Give details for each civil judgment or any civil penalty under UK the Immigration Acts, starting with the most recent one.

If you or any dependants who are applying with you have received more than two civil judgments and/or civil penalties under the UK Immigration Acts, please photocopy this page and enclose it with this form.

Details of judgment or civil penalty 1

Date of judgment or civil penalty

DDMMYYYY

Country where judgment made

Details of judgment or civil penalty 2

Date of judgment or civil penalty

DDMMYYYY

Country where judgment made

You must answer questions 7.5 to 7.10 below even if you have answered no to question 7.1.

For help in answering these questions, please see the definitions at the end of this section.

7.5. Have you or any dependants who are applying with you ever been charged in any country with a criminal offence for which you have not yet been tried in court?

Yes  No

7.6. In times of either peace or war have you or any dependants who are applying with you ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide?

Yes  No

7.7. Have you or any dependants who are applying with you ever been involved in, supported or encouraged terrorist activities in any country?

Yes  No

7.8. Have you or any dependants who are applying with you ever been a member of, or given support to, an organisation which has been concerned in terrorism?

Yes  No

7.9. Have you or any dependants who are applying with you ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts?

Yes  No

7.10. Have you or any dependants who are applying with you ever engaged in any other activities which might indicate that you may not be considered to be persons of good character?

Yes  No

7.11. How long have you lived in the UK?

Years

Months

Please provide details of any periods of absence of more than 6 months during that time.

Date you left the UK	Date you returned to the UK	Reason for absence

7.12. Please state what ties you have with;

- The country where you were born
- Any other country whose nationality you hold
- Any country where you have lived for more than 5 years

You should tell us about any family, friends, or other connections with that country.

Country	Social cultural or family ties

7.13. If you have answered yes to question 7.5, 7.6, 7.7, 7.8, 7.9 or 7.10, you must give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

## SECTION 7 - PERSONAL HISTORY

### DEFINITIONS

For the purposes of answering questions 7.5 to 7.10, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at [www.opsi.gov.uk/acts/acts2001/20010017](http://www.opsi.gov.uk/acts/acts2001/20010017) or purchased from The Stationery Office (telephone **0870 600 5522**). It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants who are applying with you.

#### War crimes

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

#### Crimes against humanity

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

#### Genocide

Acts committed with intent to destroy, in whole or in part, a national, ethnical, racial or religious group.

#### Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that involves serious violence against a person; that may endanger another person's life; creates a serious risk to the health or safety of the public; involves serious damage to property; is designed to seriously disrupt or interfere with an electronic system.

#### Organisations concerned in terrorism

An organisation is concerned in terrorism if it commits or participates in acts of terrorism; prepares for terrorism; promotes or encourages terrorism (including the unlawful glorification of terrorism); or is otherwise concerned in terrorism.

## SECTION 8 - PHOTOGRAPHS

It is mandatory to provide the relevant photographs specified below. Please note that this application will be invalid if you do not provide them.

The photographs must be in the format specified in the separate UK Visas and Immigration photograph guidance provided with this form. If they are not, they may be rejected as unacceptable and you will have to provide others which are acceptable. This will delay consideration of your application.

Tick the relevant box(es) to confirm the photographs you are providing and enclose them in a small sealed envelope attached to section 1 as instructed there.

Two recent identical passport-size photographs of yourself with your full name written on the back of each photograph. Please see the separate photograph guidance on the approved format.

Two recent identical passport-size photographs of each dependant included in section 2 and applying for indefinite leave to remain in the UK with you, with their full name written on the back of each photograph.

## SECTION 8B- OTHER INFORMATION

Is there any other information concerning you or your family which you wish to be considered as part of your application?

If so, please give the details in the box provided.

**Please continue on a separate sheet if necessary and provide any relevant documentary evidence relating to any issues you raise.**



## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

Applicants who are applying for indefinite leave to remain in the following categories are required to complete this section;

- Tier 1 (General) (excluding applicants applying under the terms of the HSMP Forum Judicial Review Policy Document
- Tier 1 (Investor), including accelerated route
- Tier 1 (Entrepreneur), including accelerated route

Applicants who are applying for indefinite leave to remain in the following categories are required to complete this section;

- Tier 1 (General) (excluding applicants applying under the terms of the HSMP Forum Judicial Review Policy Document
- Tier 1 (Investor), including accelerated route
- Tier 1 (Entrepreneur), including accelerated route

If you are applying in a category other than those listed above, please go to Section 10.

### **9A – TIER 1 (GENERAL) MIGRANTS**

Applicants should refer to paragraph 245CD of the Immigration Rules and Chapter 6A (Tier 1 Settlement) of the Immigration Directorate Instructions for further guidance on the points requirement for Tier 1 (General) Migrants.

#### **Attributes**

##### **A. Previous Earnings Assessment**

You must claim points for your previous earnings in order to meet the relevant points pass mark required under paragraph 245CD of the Immigration Rules.

##### **Period(s) of earnings claimed**

**A1. You can claim points for previous earnings for any single, consecutive 12 month period from the 15 months immediately before this application. The only exception to this is where you have taken a period of maternity or adoption-related absence.**

**You should indicate whether:**

You are claiming points for a single, consecutive 12 month period from the 15 months immediately before the date of the application – please go to question A4

You have taken a period of maternity or adoption-related absence from the workplace which is either ongoing or ended within the 12 months immediately before this application – please go to question A2

# SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

## Applicants claiming for periods of maternity or adoption leave

**A2. Please give the start and end dates of the period of maternity or adoption-related absence that you wish to be excluded from the period of previous earnings being claimed (if you are still absent from the workplace due to maternity or adoption-related leave, the end date should be left blank)**

Start	D	D	M	M	Y	Y	Y	Y
End	D	D	M	M	Y	Y	Y	Y

**A3. Please tick the relevant box(es) below to confirm the documents being sent with the application as evidence of this period of maternity or adoption-related absence from the workplace:**

Child's Birth Certificate or Certificate of Adoption, as appropriate (this should be provided wherever one has been issued)

Letter from employer confirming dates of maternity or adoption leave

Payslips or other payment/remittance advices covering the period of maternity or adoption-related absence including detail of any statutory maternity/adoption payments to which you may have been eligible

Other alternative evidence of maternity or adoption leave

If the "alternative evidence" provided box has been ticked, please provide a full explanation of why the specified documents cannot be provided, and details of the alternative documentation being sent

## Details of earnings claimed

### Earnings table

**A4. Please give start and end dates of the period(s) for which you are claiming previous earnings:**

Start	D	D	M	M	Y	Y	Y	Y	End	D	D	M	M	Y	Y	Y	Y
Start	D	D	M	M	Y	Y	Y	Y	End	D	D	M	M	Y	Y	Y	Y
Start	D	D	M	M	Y	Y	Y	Y	End	D	D	M	M	Y	Y	Y	Y
Start	D	D	M	M	Y	Y	Y	Y	End	D	D	M	M	Y	Y	Y	Y

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

**A5. You should complete the following table giving details of previous earnings being claimed. If earnings originated from more than one source, each source should be entered separately.**

Source of earnings (include details of employer; name of business etc and start/ end dates for this source of earning)	Country of earnings (this is the country where the work was physically carried out)	Currency in which earnings were paid	Earnings claimed (in original currency)	Exchange rate applied	Earnings in pounds sterling	Evidence of earnings provided
					£	
					£	
					£	

Please photocopy this page if additional space is required.

**A6. You should input your earnings into the Tier 1 (General) points based calculator and provide your total earning claimed in the box below:**

£
---

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

A7. Please confirm points being claimed for total earnings.

**Applications for indefinite leave to remain where an applicant has had leave as a Writer, Composer or Artist, Self-employed lawyer, or as a Tier 1 (General) Migrant under the Rules in place before 6 April 2010**

£16,000 - £17,999*	<input type="checkbox"/>	5 points	£29,000 - £31,999	<input type="checkbox"/>	30 points
£18,000 - £19,999*	<input type="checkbox"/>	10 points	£32,000 - £34,999	<input type="checkbox"/>	35 points
£20,000 - £22,999	<input type="checkbox"/>	15 points	£35,000 - £39,999	<input type="checkbox"/>	40 points
£23,000 - £25,999	<input type="checkbox"/>	20 points	£40,000 +	<input type="checkbox"/>	45 points
£26,000 - £28,999	<input type="checkbox"/>	25 points			

\* You can only claim points for earnings below £20,000 if you have had leave to enter or remain as a Writer, Composer or Artist, Self-employed Lawyer or a Tier 1 (General) Migrant; and that leave was granted before 31 March 2009.

**Applications for indefinite leave to remain where previous leave as a Tier 1 (General) Migrant was granted under the Rules in place on or after 6 April 2010**

£25,000 - £29,999	<input type="checkbox"/>	5 points	£55,000 - £64,999	<input type="checkbox"/>	35 points
£30,000 - £34,999	<input type="checkbox"/>	15 points	£65,000 - £74,999	<input type="checkbox"/>	40 points
£35,000 - £39,999	<input type="checkbox"/>	20 points	£75,000 - £149,999	<input type="checkbox"/>	45 points
£40,000 - £49,999	<input type="checkbox"/>	25 points	£150,000+	<input type="checkbox"/>	80 points
£50,000 - £54,999	<input type="checkbox"/>	30 points			

### Supporting evidence for Previous Earnings Claimed

You should be aware that at least two types of documentation for each source of earnings must be provided (Self-employed applicants must also provide an additional document as listed in Annex A of Chapter 6A Tier 1 Settlement of the Immigration Directorate Instructions). If earnings from any one source have been paid in more than one way (for example payment for a period of employment by means of a monthly salary and a dividend), two types of documentation must be provided in respect of each part of the payment claimed. The supporting evidence must be from separate sources and must corroborate with one another to clearly support the earnings claimed. Accountants providing evidence must be appropriately regulated, and evidence of the regulation must be provided.

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

**A8. Please tick the relevant boxes to confirm all documents being sent in as evidence of previous earnings claimed.**

Payslips

Dividend vouchers

Personal bank statements showing payments made to you

Letter from your (previous) employer(s) (or, in the case of winnings, the relevant awarding body) confirming that you have received the exact amount you are claiming now.

Company/business accounts which clearly show the net profit of the company

Official tax document generated by the tax authority or your employer showing earnings upon which tax has been paid/is to be paid in a tax year (e.g. P60 in the United Kingdom)

Letter from your managing agent/accountant confirming that you received the exact amount that you are claiming, or the net profit to which you are entitled

Business bank statements showing the payments made to you

If you are submitting a combination of bank statements and a letter/invoice summary from your accountant – the invoices generated during the period for which earnings are being claimed

**A9. Please provide full contact details that will allow each of the documents provided to be verified if necessary. Please also provide here any additional information or explanation of the documentation sent which will assist us in our consideration of the earnings being claimed. If more space is required, please provide the required information in a covering letter.**

**Now go to Section B**



## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

### B2. Please indicate your method of verifying your qualification:

Qualification recognised on the points calculator

Qualification recognised on points calculator and evidence submitted as part of previous Tier 1 (General) application

Qualification not on the points based calculator, but a UK NARIC letter and/or certificate is enclosed

Qualification not on the points based calculator, but a UK NARIC letter and/or Certificate was provided with a previous Tier 1 (General) application

Qualification not on the points calculator, but a letter stating the UK academic equivalence from the relevant United Kingdom professional body is enclosed

Qualification not on the points based calculator, but a letter Stating the UK academic equivalence from the relevant United Kingdom professional body was provided with a previous Tier 1 (General) application

### B3. Please indicate the points being claimed for your qualification, including equivalent professional/vocational qualifications:

**Applications for indefinite leave to remain where you have had leave as a Highly Skilled Migrant, Writer, Composer or Artist, Self-employed Lawyer, or as a Tier 1 (General) Migrant under the Rules in place before 6 April 2010**

Bachelor's degree\*  30 points

Master's degree  35 points

PhD  50 points

You can only claim points for a Bachelor's degree level qualification if you have previously been granted leave to enter or remain as a Tier 1 (General) migrant under the rules in place before 31 March 2009 or after 5 April 2010; or as a Highly Skilled Migrant, Writer, Composer or Artist or a self employed lawyer.

**Applications for indefinite leave to remain where previous leave as a Tier 1 (General) Migrant was granted under the Rules in place on or after 6 April 2010**

Bachelor's degree  30 points

Master's degree  35 points

PhD  45 points

**B4. Please tick to confirm the documents that you have sent as supporting evidence of the qualification for which you are claiming points. (You should refer to Chapter 6A of the Immigration Directorate Instructions (Tier 1 Settlement) to establish the circumstances in which documents other than the original certificates of award will be accepted.)**

Evidence is not required for current application because it was submitted for a previous Tier 1 (General) application

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

Original certificate of award

Original academic reference from awarding body and original academic transcript

Original academic reference alone

**Now go to Section C**

### C. Age Assessment

**Please tick the relevant box to confirm the points you are claiming on the basis of your age at application for your first grant of leave in a relevant route:**

**Applications for indefinite leave to remain where an applicant has had, leave as a Writer, Composer or Artist, Self Employed Lawyer, or as a Tier 1 (General) Migrant under the rules in place before 6 April 2010**

Under 28 years of age  20 points

28 or 29 years of age  10 points

30 or 31 years of age  5 points

**Applications for indefinite leave to remain where previous leave as a Tier 1 (General) Migrant was granted under the rules in place on or after 6 April 2010**

Under 30 years of age  20 points

30 to 34 years of age  10 points

35 to 39 years of age  5 points

**Now go to section D**

### D. Continuous Residence Assessment

**D1. Please confirm whether you have spent a continuous period of 5 years lawfully in the United Kingdom:**

Yes



# SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

## E. UK Experience Assessment.

### E1. Please confirm whether you wish to claim points for your UK experience:

Yes  5 points – go to Section 10 - Biometric Residence Permits

No  0 points - go to Section 10 - Biometric Residence Permits

## 9B – TIER 1 (ENTREPRENEUR) MIGRANTS

Applicants should refer to paragraph 245DF of the Immigration Rules and Chapter 6A (Tier 1 Settlement) of the Immigration Directorate Instructions for further guidance on the points requirement for Tier 1 (Entrepreneur) Migrants.

### Attributes

#### REGISTRATION

##### A. Registered as self-employed or a director or a new or existing business within six months of entering category (20 points available)

You must demonstrate that you registered as self-employed or as a director of a new or existing business within six months of specified date.

##### A1. Do you wish us to take your date of entry into the United Kingdom as your specified date?

Yes  go to question A2

No  go to question A3

##### A2. You must provide the following evidence to establish your date of entry to the UK (Please tick to indicate what evidence has been provided).

Passport containing Visa which has been stamped on entry

Flight tickets and boarding card

Other If other give details:

##### A3. You must tick one of the following boxes. Have you:

Registered with HM Revenue and Customs as self-employed within six months of the specified date  go to question A4

Registered as a director of a new or existing business within six months of the specified date  go to question A5

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

**A4. You must tick one box to confirm the specified documents supplied to demonstrate that you have registered as self employed:**

The welcome letter from HM Revenue and Customs (HMRC)

The HMRC Small Earnings Exception certificate

**A5. You must tick the box to confirm the specified documents supplied to demonstrate your registration as a Director:**

The Companies House printout of the Current Appointments Report for any business where you were listed as a Director at the appropriate time.

**Points will only be awarded for one registration.**

### JOB CREATION

**B. You have established a new UK business or businesses or taken over or invested in an existing UK business or businesses and created at least two full time equivalent posts (20 points available)**

During your period of leave as an Entrepreneur, you must have either established a new business or businesses in the UK, or have taken over or invested in an existing UK business or businesses.

You must also have created an aggregate of at least 2 new full time posts for 2 people for at least 12 months each across your business.

**If you are applying under the new 3 year accelerated route to settlement for Tier 1 (Entrepreneur) Migrants, you must indicate how you qualify for this route.**

If you are applying under the accelerated route to settlement, you must demonstrate:

1. that you have created an aggregate of at least 10 new full time posts for 10 people for at least 12 months each across your business. Or;
2. that you have established a new UK business that has had a gross income from business activity of at least £5 million during the 3 year period in which you have had leave as a Tier 1 (Entrepreneur) Migrant. Or;
3. that you have taken over or invested in an existing UK business and your services or investment have resulted in a net increase in gross income from business activity to that business of £5million during a 3 year period in which you have had leave as a Tier 1 (Entrepreneur) Migrant, when compared to the immediately preceding 3 year period.

Specified documents must be provided to demonstrate the above, details of which must be entered in tables B1 and B2 below.

**B1. Please tick to confirm that you have established a new UK business or businesses or taken over or invested in an existing UK business or businesses:**

Yes

Please complete Table B1a, listing the specified documents you have submitted to demonstrate your investment.

Table B1a – Table of evidence for the investment of funds into the UK.

You must complete the following table listing each specified document provided to demonstrate each investment. The first line has been completed as an example only.

Name of business	Company registration number if appropriate	Date of investment in the format dd/mm/yyyy	Amount of investment less the value of any accommodation	Audited accounts provided. Yes/No.	Un-audited accounts provided. Yes/No.	Accounts complication report provided with un-audited accounts	Legal agreement (for Director's loans only)	Business premises in the UK? Yes/No	Business Bank Account?	Business is subject to UK taxation? Yes/No
My company	12345678	17/04/2008	£X0,000	Yes	No	No	No	Yes	Yes	Yes

Please continue if necessary.

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

### B2. Please tick to confirm that you have created 2 or more new full time jobs in the UK?

Yes

Please complete table B2a, listing the specified documents you have submitted to demonstrate that you have created the required number of jobs.

Tier 1 (Entrepreneur) Migrants investing in the same business who are not part of an entrepreneurial team **may not** use the same evidence of job creation. By entrepreneurial team members, we mean people applying under this provision of the Immigration Rules.

Are you the sole partner or director in your business?

Yes please go to B3

No please complete table B2b

B2b

You must complete the following table if you are not the sole partner or director in your business. Please list each person separately.

Names of other partner(s)/ director(s)	Are these partner(s) or director(s) also Tier 1 (Entrepreneur) migrants (answer yes or no)?	If yes, please state the dates they became partner(s) or director(s)	Are they part of your entrepreneurial team (answer yes or no)?	If they are not part of your entrepreneur team, please list the names of the holders of the jobs they have created.

Table B2a – Table of evidence for employment created

You must complete the following table to confirm the evidence provided to demonstrate the minimum of two full time jobs, or ten full time jobs if you are applying under the accelerated route. The first line has been completed as an example only.

Name of employee	Copy of document showing nationality of person employed Yes/No	Name of employing business	For directors – a copy of the Company Appointments Report from Companies House to show that you are/were a director of each business for the period. Yes/No	Start date of period of employment in the format dd/mm/yyyy	End date of period of employment in the format dd/mm/yyyy	HOURLY RATE in Pounds Sterling	Total number of hours of employment	P11 provided for each worker, together with P45 or P46 if start and finish dates not shown on P11. Yes/No	Pay statements to cover total period of employment created for each worker. Yes/No.
A. N. Other	Yes	Mycompany	Yes	19/04/2008	19/04/2009	£10.50	1560	Yes	Yes

Please continue if necessary.

## Section 9 - Tier 1 Points Scoring Assessment

**B3. Please tick to indicate that the specified documents below have been supplied for all employees in addition to those specified in table B2a:**

Form P35 for the year prior to you joining the business, showing the total number of employees; and

Form P35 for the year where the jobs were created; OR

Draft P35 if the job was created in the current reporting year And no P35 has been submitted; and

Letter from an accountant confirming the net creation of the posts

If you are applying under the 3 year accelerated route to settlement, please go to question B4.

If you are applying for settlement on the standard 5 year route, please go to Section C.

**B4. If you are applying under the 3 year accelerated route to settlement, you must tick one of the following boxes to show how you qualify for the accelerated route;**

**Please tick one of the following to show that:-**

**i) You have created 10 or more new full time jobs in the UK, which must have existed for at least 12 months.**

Yes  go to Section C

You should list the specified documents you have submitted to demonstrate that you have created the required number of jobs in Table B2a above.

**ii) You have established a new UK business that has had a gross income from business activity of at least £5 million during a 3 year period in which you have had leave as a Tier 1 (Entrepreneur) Migrant.**

Yes  go to Section C

If you are relying on income from business activity to show that you qualify for the accelerated route to settlement, you must provide evidence of this income. For guidance on specified documents, please refer to Chapter 6A of the Immigration Rules, (Tier 1 Settlement) Annex A.

**iii) You have taken over or invested in an existing UK business and your services or investment have resulted in a net increase in gross income from business activity to that business of £5 million during a 3 year period in which you have had leave as a Tier 1 (Entrepreneur) Migrant, when compared to the immediately preceding 3 year period.**

Yes  go to Section C

## Section 9 - Tier 1 Points Scoring Assessment

If you are relying on income from business activity to show that you qualify for the accelerated route to settlement, you must provide evidence of this income. For guidance on specified documents, please refer to Chapter 6A of the Immigration Rules, (Tier 1 Settlement) Annex A

If you have ticked yes to B4 (iii) you must also provide evidence of the income from business activity to for that business for the 3 year period immediately preceding the period you are relying upon to claim points.

**Go to Section C.**

### Continuous Residence

#### C. Requirement to have spent the specified period of continuous lawful leave in the United Kingdom

**C1. Please confirm that you have not been absent from the United Kingdom for more than 180 days in any 12 consecutive months during the specified period of continuous leave:**

I have not been absent for more than 180 days in any 12 consecutive months during the  specified period of continuous leave.

### 9C. Tier 1 (Investor) Migrants.

**A1. Applicants should refer to paragraph 245EF of the immigration rules and chapter 6A (Tier 1 Settlement) of the Immigration Directorate Instructions for further guidance on the points requirement for Tier 1 (Investor) migrants.**

- 5 year route go to section B
- 3 year route go to section C
- 2 year route go to section D

### 5 Year Route To Settlement

**B. Requirement to have £1 million under your control in the UK and to have invested not less than 75% of this money in specified ways (20 points available).**

**B1. You must confirm that you still have £1 million in the UK, which is under your control. You must tick one box to confirm whether the money you have is under your control in the UK and amounts to no less than £1 million; which may be your own funds or money loaned to you, provided that it was loaned by a UK regulated financial institution.**

Yes - I have £1 million under my control in the UK which was loaned to me by a UK regulated financial institution  go to question B2

Yes - I have £1 million of my own money under my control in the UK  go to question B3



## Section 9 - Tier 1 Points Scoring Assessment

**B2. If you have indicated above that the minimum £1 million under your control in the UK was loaned to you by a UK regulated financial institution, you must confirm that you own personal assets which, taking into account any liabilities to which they are subject, have a value of not less than £2 million.**

Yes

**B3. You must establish that you have invested not less than 75% of your money in the UK by way of Government Bonds, share capital or loan capital in active and trading UK registered companies.**

You must provide a portfolio of investments certified by a UK regulated financial institution covering the full period of your leave as a Tier 1 (Investor) Migrant (with the exception of the first three months) showing the amount of your investment. Please tick to confirm that you have provided this:

Yes

Your investments must amount to at least £750,000. If the value of these investments is between £750,000 and £1 million, you must confirm that you have maintained the total amount of funds in the UK at £1 million or more.

Go to Section E

Accelerated Route To Settlement – 3 Years

**C. Requirement to have £5 million under your control in the UK and to have invested not less than 75% of this money in specified ways (20 points available).**

**C1. You must confirm that you still have £5 million in the UK, which is under your control. You must tick one box to confirm whether the money you have is under your control in the UK and amounts to no less than £5 million; which may be your own funds or money loaned to you, provided that it was loaned by a UK regulated financial institution.**

Yes - I have £5 million under my control in the UK which was loaned to me by a UK regulated financial institution  go to question C2

Yes - I have £5 million of my own money under my control in the UK  go to question C3

**C2. If you have indicated above that the minimum £5 million under your control in the UK was loaned to you by a UK regulated financial institution, you must confirm that you own personal assets which, taking into account any liabilities to which they are subject, have a value of not less than £10 million.**

Yes

## SECTION 9 - TIER 1 POINTS SCORING ASSESSMENT

**C3. You must establish that you have invested not less than 75% of your money in the UK by way of Government Bonds, share capital or loan capital in active and trading UK registered companies. Please tick the relevant box to confirm the evidence provided.**

You must provide a portfolio of investments certified by a UK regulated financial institution covering the full period of your leave as a Tier 1 (Investor) Migrant (with the exception of the first three months) showing the amount of your investment. Please confirm whether you have provided this:

Yes

**Your investments must amount to at least £3,750,000. If the value of these investments is between £3,750,000 and £5 million, you must confirm that you have maintained the total amount of funds in the UK at £5 million or more.**

**Go to Section E**

### **Accelerated Route To Settlement – 2 Years**

**D. Requirement to have £10 million under your control in the UK and to have invested not less than 75% of this money in specified ways (20 points available).**

**D1. You must confirm that you still have £10 million in the UK, which is under your control. You must tick one box to confirm whether the money you have is under your control in the UK and amounts to no less than £10 million; which may be your own funds or money loaned to you, provided that it was loaned by a UK regulated financial institution.**

Yes - I have £10 million under my control in the UK which was loaned to me by a UK regulated financial institution

Yes - I have £10 million of my own money under my control in the UK

**D2. If you have indicated above that the minimum £10 million under your control in the UK was loaned to you by a UK regulated financial institution, you must confirm that you own personal assets which, taking into account any liabilities to which they are subject, have a value of not less than £20 million.**

Yes

**D3. You must establish that you have invested not less than 75% of your money in the UK by way of Government Bonds, share capital or loan capital in active and trading UK registered companies.**

## Section 9 - Tier 1 Points Scoring Assessment

You must provide a portfolio of investments certified by a UK regulated financial institution covering the full period of your leave as a Tier 1 (Investor) Migrant (with the exception of the first three months) showing the amount of your investment. Please confirm whether you have provided this:

Yes

Your investments must amount to at least £7,500,000. If the value of these investments is between £7,500,000 and £10 million, you must confirm that you have maintained the total amount of funds in the UK at £10 million or more.

### Evidence Of Source Of Funds

E. Requirement to have had the additional money or assets not awarded points in the previous grant of leave for a consecutive 90-day period of time, ending no earlier than one calendar month before the date(s) this additional capital was invested, and to provide specified evidence of the source of these additional money or assets.

Unless stated otherwise, only original documents will be accepted. Please tick all boxes that show the origin of the funds that have been acquired in the 3 months that the applicant is relying on to claim points. At least one box must be ticked, then go to section F

Irrevocable memorandum of gift and confirmation from a legal adviser that the memorandum is valid (2 pieces of evidence)

Deeds of sale of assets, and confirmation from a legal adviser that the sale was genuine and the money is available. (2 pieces of evidence)

Business financial accounts covering 3 consecutive months from the period immediately prior to the investment of the additional funds, showing the full amount of the available money; plus a letter from their legal adviser stating that the applicant can lawfully extract the money from the business (2 pieces of evidence)

Notarised copy of a will showing that the applicant (or applicant and/or spouse/civil partner/unmarried partner/same sex partner) has inherited the money, and confirmation from a legal adviser that the will is valid (2 pieces of evidence)

Notarised copy of a divorce settlement showing the amount of money awarded to the applicant (or applicant and/or spouse/civil partner/unmarried partner/same sex partner) and a letter from a legal adviser confirming the validity of the settlement (2 pieces of evidence)

A letter from an organisation issuing a financial award or winnings, with details of the amount and date of the winnings, and confirmation from a legal adviser that the award was made (2 pieces of evidence)

If the applicant (or applicant and/or spouse/civil partner/unmarried partner/same sex partner) has received money from a source not covered above, they must provide evidence of source of funds, and independent corroboration. (2 pieces of evidence)

Is the applicant relying on funds held either jointly with their spouse/civil partner/unmarried partner/same sex partner or solely by their spouse/civil partner/unmarried partner/same sex partner? Please tick one box.

Yes - go to section E1  
 No - go to section F

**E 1. The applicant must establish that he/she has control of the funds in the UK. Please tick at least one box from each of the three sections a), b) and c) below to confirm what evidence has been provided to establish that the applicant has control of the money: The evidence must be in the form of original documents.**

a) Evidence of the relationship:

A marriage certificate or civil partner document to confirm the relationship;

Or

At least three pieces of evidence of joint commitments from the following list;

A bank statement or letter from a bank confirming a joint bank account (i.e. in both names)

Official document such as a mortgage agreement showing a joint mortgage

Official documents such as deeds of ownership or a mortgage agreement showing a joint investment, e.g. property, business

Joint rent agreement

Any other official correspondence linking both partners to the same address e.g. Council Tax and utility bills

Life insurance policy naming other partner as beneficiary

Birth certificates of any children of the relationship, showing both partners as parents

We may also consider any other evidence that adequately demonstrates a couple's long-term commitment to one another

b) Declaration that the applicant has control of the funds:

A declaration from the spouse/civil partner/unmarried or same-sex partner that they will permit the main applicant to have control of all joint/personal funds used to claim points

c) Confirmation from a legal adviser:

Confirmation from a legal adviser that the declaration from the spouse/civil partner/unmarried or same-sex partner is valid

**Go to section F**

**F. You must provide sufficient evidence to establish any balance of funds in the UK. Please tick the box(es) to provide details of the balance of funds and to confirm the evidence submitted.**

You have purchased assets in the UK and have provided documents confirming the purchase(s). You must list the assets purchased, the value and the dates of purchase.

List the assets purchased in the UK, the value of the assets and the dates of purchase here.

**Go to Section G**

### **Maintenance Of Investment**

**G. Requirement to have maintained the full specified invested amount referred to in Table 9 of Appendix A of the Immigration Rules throughout the relevant specified period, other than in the first 3 months of that period.**

You have maintained money on deposit in the UK and provided account statements and/or a letter from an authorised person from a financial institution holding their funds confirming the balance held for the specified period.

**Go to Section H**

### **Continuous Residence**

**H. Requirement to have spent the specified period of continuous lawful leave in the United Kingdom (35 points available)**

**H1. Please confirm that you have not been absent from the United Kingdom for more than 180 days in any 12 consecutive months during the specified period of continuous leave:**

I have not been absent for more than 180 days in any 12 consecutive months during the specified period of continuous leave.



**3. If the required Biometric Residence Permit has been returned to the Home Office, please give details of the reason and the date that it was sent to us**


D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

**4. If the BRP was lost, please give the date this was reported to the Home Office Card Management Service**

D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

**5. If the the BRP was stolen, please give the police report number, crime reference number, the police station and the date reported to the police**

Police report number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Crime reference number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Police station

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date reported to the Police

D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

**6. If the required BRP is not enclosed then please give details why you are unable to provide it**


**7. Have you had your fingerprints taken as part of a previous United Kingdom immigration application made in the United Kingdom or abroad?**

Yes - go to question 8

No - go to question 11





**14.2 Date of birth**

D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

**14.3 Place of birth**


**14.4 Relationship to child**


**15. Is this person the applicant/dependant's parent/legal guardian**

Yes - go to question 17

No - go to question 16

**16. Please explain why a person other than the applicant/dependant's parent/legal guardian will be accompanying the applicant/dependant**


**17. Declaration**

As required by the Immigration (Biometric Registration) Regulations 2008 (as amended) I confirm that I also apply for a biometric immigration document for myself and any dependants applying with me. If I am a sole applicant under the age of 16, or if any dependant child under the age of 16 is applying with me, I understand that the Home Office may make enquiries about any responsible adult nominated to be present when my/their fingerprints and/or a photograph are taken.

Signature

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Date

D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

## Section 11 - Documents

You must provide the documents specified below which are relevant to your application. If you do not, we reserve the right to decide your application on the basis of the information and documents provided. Tick the relevant boxes to show the documents you are providing. They must be originals. You should photocopy each of these documents and provide the copies in addition to the originals. You should also provide passport/s along with photocopies of any pages that contain personal details, visas or immigration stamps (foreign or UK).

All applicants must provide the relevant documents specified in 11A. You must also provide the relevant documents specified in 11B to 11V for the category in which you are applying.

Please note that in some cases, we may have to ask for other documents in addition to those specified in this form.

### Passports and immigration documents

#### 11A All applicants

- Your current passport or travel document. If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.
- Any previous passports or travel documents you have held during your stay in the UK.
- The current passport(s) or travel document(s) for each dependant included in section 2 and applying for indefinite leave to remain in the UK with you. If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them.
- Birth certificate/s of any dependant/s listed in section 2 who were born in the United Kingdom.
- Your Biometrics Residence Permit if you have been issued with one since entering the UK. See Note 4.
- The Biometrics Residence Permit for each dependant included in section 2 and applying for indefinite leave to remain in the UK with you if they have been issued with them since entering the UK. See Note 4.
- If you have a spouse or civil partner listed in section 2 of this application form who is applying at the same time as you, please provide documentary evidence of cohabitation since you were last granted leave (up to a maximum of two years). Evidence provided should cover the whole period and be in the form of official letters or documents, addressed to yourself and your spouse.

**Note 4** Residence Permits have been issued to certain foreign nationals since 25 November 2008 when they have been given permission to remain in the UK. Unless reported lost or stolen, they should be enclosed with any application for further permission to remain in the UK.

- Your police registration certificate if you have been asked to register with the police.
- The police registration certificate(s) of each dependant included in section 2 and applying for indefinite leave to remain in the UK with you if they have been asked to register with the police.

### Your Finances

- Evidence of your finances. If you have to complete section 5, bank statements, building society savings book(s), pay slips or other formal documents as evidence of your ability to maintain and accommodate yourself and any dependants without recourse to public funds. (See Note 5).

**Note 5** We do not accept internet or cashpoint statements as evidence of finances. If you claim that a relative or friend is providing you with financial support (see question 5.4), in addition to evidence of your own finances, you must provide bank statements or other documents of the kind described above as evidence of their financial resources. The documents showing the finances available to you and to any person supporting you should cover at least the last 3 months.

## Section 11 - Documents

### Knowledge of language and life in the UK

If you have to complete section 4 and you and/or a partner applying with you are aged 18-64, you must provide one of the following for each of you:

- A Life in the UK test pass notification letter; and
- A relevant speaking and listening qualification, as described in the guidance on our website. <http://www.ukba.homeoffice.gov.uk/sitecontent/documents/policyandlaw/modernised/cross-cut/knowledge-of-life/kol.pdf?view=Binary>

11 B Work permit holder If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK as a work permit holder, in addition to the relevant documents in 11A, you must provide the following:

- Document(s) confirming that you have spent a continuous period of 5 years in the UK:
  - either as a work permit holder throughout that period, or
  - as a work permit holder most recently, combined with previous permission as a work permit holder, highly skilled migrant, self-employed lawyer, or as a writer, composer or artist.
- A document from the employer named in your current work permit containing the following information:
  - confirmation that you are still required for the employment in question, and
  - the nearest applicable Standard Occupational Classification (SOC) code which best describes your employment
  - Your current rate of pay (this should be given in the same format as given in the codes of practice, for example hourly rate or yearly salary), and
  - confirmation that this is at or above the appropriate rate for the job as stated in the codes of practice for Tier 2 sponsors. (See note 9 on this form).

In addition please provide;

- Your most recent payslip and your most recent bank/ building society statement. These must be dated no earlier than one calendar month before the date of the application.

11 C Employment not requiring a work permit If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK in one of the employment not requiring a work permit categories listed below, in addition to the relevant documents in 11A, you must provide the following:

- Recent document(s) from your current authorised employer confirming that you are still needed for the same work and that your employment with them is continuing.
- Document(s) from your authorised employer(s) over the past 5 years confirming that you have been employed continuously in this work throughout that period.
  - a) Minister of religion, missionary or member of a religious order (see Note 6)
  - b) Representative of an overseas newspaper, news agency or broadcasting organisation
  - c) Private servant in a diplomatic household (see Note 7)
  - d) Overseas government employee
  - e) Member of the operational ground staff of an overseas-owned airline
  - f) Domestic worker in a private household (see Note 7).

**Note 6** For ministers of religion, missionaries, or members of a religious order, the documents may be from the leadership of your church or the head of your religious order, rather than your employer.

**Note 7** For private servants in a diplomatic household or domestic workers in a private household, if you do not have payslips or a bank account to confirm employment over the last 5 years, you should submit an employer's letter confirming that they are responsible for your accommodation, food and other living costs.

## SECTION 11 - DOCUMENTS

Businessperson If you are applying for indefinite to remain on completing 5 years' continuous stay in the UK as a businessperson, in addition to the relevant documents in 11A, you must provide the following documents:

Accounts. Audited accounts for the first four years of trading and management accounts for the fifth year (see Note 8).

Note 8 If you are unable to provide management accounts for the fifth year as required by the immigration rules, draft accounts should be provided along with an explanation as to why management accounts are not available.

Investment. Evidence that you have invested not less than £200,000 of your own money in the business throughout the five year period.

New employment. Evidence that you have maintained new paid full-time employment for at least two people settled in the UK throughout the five year period. In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status, ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).

Profits. Evidence that your share of the profits of the business is sufficient to maintain and accommodate yourself and any dependants without recourse to employment (other than your own business) or public funds.

11 E Innovator If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK as an innovator, in addition to the relevant documents in 11A, you must provide the following documents:

Accounts. Statutory accounts for the last 4 years and management accounts for the final year.

New employment. Evidence that you have maintained new paid full-time employment for at least two people settled in the UK throughout the five year period. In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status, ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).

Shareholding. Evidence that you have maintained a minimum 5% shareholding of the equity capital for a continuous period of 5 years.

11 F Investor If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK as an investor, in addition to the relevant documents in 11A, you must provide the following documents:

Assets in the UK. Evidence that you have maintained not less than £1 million of your own money under your control in the UK for a continuous period of five years; or that you own personal assets, taking into account any liabilities to which you are subject, which have a value exceeding £2 million.

Investment in the UK. Evidence that you have invested not less than £750,000 of your capital in the UK for a continuous period of 5 years.

11 G Highly skilled migrant If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK under the Highly Skilled Migrant Programme (HSMP) and other appropriate categories, in addition to the relevant documents in 11A, you must provide the following:

If you are employed, document(s) showing your economic activity and your personal earnings during your stay in the UK.

If you are self-employed, you should provide evidence of the progress of the business.

If you were given leave in other categories leading to settlement before being granted permission to stay under HSMP and would like this stay to be taken into consideration in your application for indefinite leave to remain, you should provide details of the categories involved and the periods spent in each of them.

11 H Highly skilled migrant under the terms of the HSMP indefinite leave to remain (ILR) judicial review policy document If you are applying for indefinite leave to remain on completing 4 years' continuous stay in the UK under the Highly Skilled Migrant Programme and other appropriate categories, in addition to the relevant documents in 11A, you must provide the following:

If you are employed, document(s) showing your economic activity and your personal earnings during your stay in the UK.

## SECTION 11 - DOCUMENTS

If you are self-employed, you should provide evidence of the progress of the business.

If you were given leave in other categories leading to settlement before being granted permission to stay under HSMP and would like this stay to be taken into consideration in your application for indefinite leave to remain, you should provide details of the categories involved and the periods spent in each of them.

11J Self-employed lawyer If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK as a self-employed lawyer, in addition to the relevant documents in 11A, you must provide the following documents:

Accounts. Audited accounts for the business for the previous year and an up-to-date balance sheet.

Tax return for the most recent tax year.

If you are a solicitor, an original letter from the appropriate Law Society confirming that you continue to be admitted to the roll of solicitors.

If you are a consultant in overseas law, an original letter from the appropriate Law Society confirming that they have no objection to your continuing to practise as a consultant in overseas law.

If you are a barrister, evidence that you continue to be admitted to the Bar and to have a place in chambers.

11K Writer, composer or artist If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK as a writer, composer or artist, in addition to the relevant documents in 11A, you must provide:

Documents(s) showing that you have supported yourself and any dependants from your own funds without working except as a writer, composer or artist for the last 5 years.

11L Tier 1 (General) migrant If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK made up of leave as a Tier 1 (General) migrant and leave as a highly skilled migrant, work permit holder, innovator, self-employed lawyer or writer, composer or artist, in addition to the relevant documents in 11A, you must provide the following documents:

Evidence specified in section 9A of this form

For the period before you were granted leave as a Tier 1 (General) migrant, documents showing that you met the relevant requirements of the immigration rules.

11M Tier 1 (Entrepreneur) migrant If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK made up of leave as a Tier 1 (Entrepreneur) migrant and leave as a businessperson or innovator, in addition to the relevant documents in 11A, you must provide the following:

Evidence that you are engaged in business activity at the time of your application and have been since you were given leave to remain as a Tier 1 (Entrepreneur) migrant. This should include one of the following documents:

5 year route: Evidence specified in section 9C/B of this form.

3 year accelerated route: Evidence specified in section 9B/B of this form.

Evidence of the payment of Class 2 National Insurance contributions if you are self-employed. Such evidence should be one of the following:

- Your National Insurance bill for the quarter immediately before this application if you pay quarterly; or

- Your most recent bank statement showing payment to HM Revenue and Customs if you pay by direct debit; or

- A Small Earnings Exception certificate issued by HM Revenue and Customs if you have very low earnings and have applied for the small earnings exception.

- A current appointment report from Companies House if you are a company director. This report must be dated within 3 months of this application and must name you as a director of a business that is actively trading and not struck-off, dissolved or in liquidation when the appointment report was printed out.

## SECTION 11 - DOCUMENTS

For the period before you were granted leave as a Tier 1 (Entrepreneur) migrant, documents showing that you met the relevant requirements of the immigration rules.

11N Tier 1 (Investor) migrant If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK made up of leave as a Tier 1 (Investor) migrant and leave as an investor, in addition to the relevant documents in 11A, you must provide the following specified documents:

5 year route: Evidence specified in section 9C/B of this form.

3 year accelerated route: Evidence specified in section 9C/C of this form.

2 year accelerated route: Evidence specified in section 9C/D of this form.

A portfolio of investments certified as correct by an authorised financial institution (one regulated by the Financial Conduct Authority) covering the period from no longer than 13 weeks after your permission to enter or remain in the UK in this category to the last reporting date of the most recent quarter of the year before the date of this application.

The portfolio must:

- include the value of the investments
- show that any shortfall in investments was made up by the next reporting period
- show the dates on which the investments were made
- show the destinations of the investments (which should be UK companies)
- for loan funds only, include audited accounts or unaudited accounts with an accountants compilation report for investments made as loan funds to companies, which must give full details of your investment
- show that the investments were made in your name or that of your spouse, civil partner, unmarried or same-sex partner, and not in the name of an offshore company or trust even if this is wholly owned by you
- show the name and contact details of the financial institution which has certified the portfolio as correct, with confirmation that this institution is regulated by the Financial Conduct Authority
- include the date that the portfolio was certified as correct
- state that the institution will confirm the content of the letter to us at our request.

If you are unable to provide the evidence listed above for the period for which you were granted leave as an investor because you managed your own investments or had a portfolio manager who did not operate in the UK and was therefore not regulated by the Financial Conduct Authority, you must provide the following documents:

- certified copies of bond documents showing the value of the bonds, the date of purchase and the owner;  
or
- share documents showing the value of the shares, the date of purchase and the owner;  
and
- the latest audited annual accounts of the organisation in which the investment has been made.  
These accounts must show the amount of funds held in the investment; your name and/ or that of your spouse, civil partner, unmarried or same-sex partner; and the date of the investment.

11P Tier 2 migrant If you are applying for indefinite leave to remain in the UK on completing 5 years' continuous stay in the UK and your most recent leave has been as a Tier 2 migrant, the rest of your leave for the 5-year period may be made up of leave in any of the categories listed below. In addition to the relevant documents in 11A, you must provide the following specified documents:

For further information concerning the evidence required,  
please refer to the Tier 1 (Investor) policy guidance on our website.

## SECTION 11 - DOCUMENTS

- A document from the sponsor who issued the certificate of sponsorship that led to your last permission to stay as a Tier 2 migrant confirming that you are:
- still required for the employment in question, and
- In the case of Tier 2 (General) migrants and Tier 2 (Intra Company Transfer) migrants this document should also contain:
- confirmation that you are still required for the employment in question, and
  - the nearest applicable SOC code which best describes your employment
  - Your current rate of pay (this should be given in the same format as given in the codes of practice, for example hourly rate or yearly salary), and
  - confirmation that this is at or above the appropriate rate for the job as stated in the codes of practice for Tier 2 sponsors. (See note 9 of page 41 of this form)
- Your most recent payslip and your most recent bank/ building society statement. These must be dated no earlier than one calendar month before the date of the application.

Note 9 Please read the guidance on the 'Codes of practice for sponsored workers' which is contained on our website.

For the period before you were granted leave as a Tier 2 migrant, documents showing that you met the relevant requirements of the immigration rules for the period in question as specified below:

- If you were a member of the operational ground staff of an overseas-owned airline, documents confirming that you were in the employment for which you were granted permission to enter or remain in the UK throughout the period concerned
- If you were a minister of religion, missionary, or member of a religious order, documents confirming that you were in the employment for which you were granted permission to enter or remain in the UK throughout the period concerned
- If you were a work permit holder, documents confirming that you were in the employment for which a work permit was issued throughout the period concerned
- If you were a representative of an overseas newspaper, news agency or broadcasting organisation, documents confirming that you were in the employment for which you were granted permission to enter or remain in the UK throughout the period concerned
- If you were a Tier 1 (General) migrant, evidence that you were economically active in the UK in employment or self-employment or both (see section 11L)
- If you were a Tier 1 (Entrepreneur) migrant, the documents specified in section 11M above
- If you were a Tier 1 (Investor) migrant, the documents specified in section 11N above.

For further information concerning the evidence required, please refer to the Tier 2 migrant policy guidance on our website

- 11Q UK ancestry If you are applying for indefinite leave to remain on completing 5 years' continuous stay in the UK in the UK ancestry category, in addition to the relevant documents in 11A, you must provide:
- Your full birth certificate showing your parents' names.
- Evidence that one of your grandparents was born in the UK or Islands. The evidence must be formal documents such as full birth certificates for your parents and grandparent and, where necessary to establish the relationship, marriage certificates and/or adoption papers.
- Document(s) showing that you are able to work and intend to take or seek employment in the UK.

## Section 11 - Documents

11 R Bereaved partner. If you are applying for indefinite leave to remain as a bereaved partner, in addition to the relevant documents in 11A, you must provide:

Your late partner's death certificate

Evidence that you and your late partner were living together as a couple from the time you were granted leave to enter or remain in the UK as his or her partner until his or her death, such as letters, bills and other correspondence from official sources addressed to both or each of you at the same address. Please provide as many as you can.

11 S

Other purposes or reasons not covered by other forms. If you are applying for indefinite leave to remain for other purposes or reasons, in addition to the relevant documents in 11A, you must provide:

A letter or other document explaining why you are applying for indefinite leave to remain in the UK, together with any relevant document(s) in support of your case. Please list the document(s) you are providing.







## Section 13 - Declaration

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.

It is mandatory for the declaration to be signed.

Please note that this application will be invalid if it is not signed as specified above.

I hereby apply for indefinite leave to remain in the UK for myself and any dependants listed in this form. The information I have given in this form is complete and is true to the best of my knowledge.

I confirm that the photographs submitted with this form are a true likeness of myself and any dependants who are applying with me, as named on the back of each photograph and that I have had the opportunity to see the UK Visas and Immigration photograph guidance.

I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence; that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions; and that, if such bodies provide the Home Office with any information about me which may be relevant for immigration purposes, it may be used in reaching a decision on my application.

I understand that my details may in certain circumstances be passed to fraud prevention agencies to prevent and detect fraud and money laundering. I also understand that such agencies may provide the Home Office with information about me. Further details explaining when information may be passed to or from fraud prevention agencies and how that information may be used can be obtained from the Home Office website.

I understand that documents provided in support of this application will be checked for authenticity; and that false documents will be retained and may result in my application being refused and in my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom by means which include deception.

I understand that if I am informing the Home Office that I have changed my gender, these details may in certain circumstances be shared with other Home Office colleagues. I consent to this, where necessary and understand that this information will only be shared in limited circumstances relating to identity and security in line with Section 22 of the Gender Recognition Act. I am aware they will otherwise be treated in confidence and that my rights under the Equality Act 2010, Data Protection Act 1998 and Article 8 of the European Convention on Human Rights will be unaffected

Signature

Date

## Photographs And Documents Checklist

Please complete this part of the form to help us check that we have received your photographs and documents. At "A" tell us how many of each of the listed items you are providing with your application. At "B", list any other documents provided by you and state how many in each case. Continue on a separate sheet if necessary and enclose it with this form. All documents must be originals. You should photocopy each of these documents and provide the copies in addition to the originals.

A.	Listed items	How many?
	Photographs of yourself	
	Photographs of any dependants applying	
	Passports	
	Travel documents	
	Biometric Residence Permits	
	Police registration certificates	
	Letter/documents from your employer	
	Birth certificate/s	
	Life in the UK pass notification letter	
	English language speaking and listening qualification	
	Bank statements	
	Building society savings books	

A.	Listed items continued	How many?
	Pay slips	
	Previous passports or travel documents	
	Documents to support your Tier 1 points assessment	
	Evidence of maternity, paternity or adoption related leave	
B.	Other documents	How many?

Please note that in some cases, we may have to ask for other documents in addition to those specified in this form.

### Final Checks

To ensure that your application is complete, please make the following final checks. Tick each box that is relevant to your application.

Is SET(O) the right form for you and is it valid for use? See date and notes on front page.

Have you completed the appropriate payment details page and made the correct payment?

Have you ticked a box in section 3 to show the category in which you are applying?

Have you completed section 7 and the rest of the form as specified?

Have you provided the photographs specified in section 8 and are they in the approved format?

Have you provided your current passport(s) or travel document(s) and all other relevant documents specified in section 11 and are they originals? (We also require photocopies of the same).

If you are unable to send us any of the documents specified in section 11 which are relevant to your application, or if you are unable to provide originals, have you given an explanation and said when you will be able to send them?

Have you, or a parent or guardian if you are under 18, signed and dated the declaration in section 13?

## FINAL CHECKS

If you are applying for settlement on any other basis,  
please make sure you send the application to the address below:

**Home Office**

SET (O)

Indefinite Leave to Remain

PO Box 591

Durham

DH1 9FS