

2006 No. 1421

IMMIGRATION

The Immigration (Leave to  
Remain) (Prescribed Forms  
and Procedures)  
Regulations 2006

<i>Made</i> - - - - -	<i>25th May 2006</i>
<i>Laid before Parliament</i>	<i>1st June 2006</i>
<i>Coming into force</i> - -	<i>22nd June 2006</i>



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The Secretary of State, in exercise of the powers conferred upon him by section 31A of the Immigration Act 1971(a) makes the following Regulations:

**Citation, commencement and interpretation**

1. These Regulations may be cited as the Immigration (Leave to Remain) (Prescribed Forms and Procedures) Regulations 2006 and shall come into force on 22nd June 2006.

2. In these Regulations:

“asylum claimant” means a person making a claim for asylum (within the meaning given in section 94(1) of the Immigration and Asylum Act 1999(b)) which claim either has not been determined or has been granted;

“dependant”, of a person, means—

(a) the spouse, civil partner, unmarried partner or same sex partner, or

(b) a child under the age of eighteen,

of that person; and

“public enquiry office” means a public enquiry office of the Immigration and Nationality Directorate of the Home Office.

**Prescribed Forms**

3.—(1) Subject to paragraph (2), the form set out in Schedule 1 is prescribed for an application for limited or indefinite leave to remain in the United Kingdom as:

(a) a business person,

(b) a sole representative,

(c) a retired person of independent means,

(d) an investor, or

(e) an innovator,

for the purposes of the immigration rules.

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(a) 1971 c. 77. Section 31A was inserted by section 165 of the Immigration and Asylum Act 1999 (c. 33) and amended by section 121 of the Nationality, Immigration and Asylum Act 2002 (c. 41).

(b) 1999 c. 33.

(2) Paragraph (1) does not apply to an application for limited or indefinite leave to remain in the United Kingdom as a business person where the application is made under the terms of a European Community Association Agreement.

**4.** The form set out in Schedule 2 is prescribed for an application for limited leave to remain in the United Kingdom:

- (a) for work permit employment,
- (b) as a highly skilled migrant,
- (c) as a seasonal agricultural worker,
- (d) for the purpose of employment under the Sectors-Based Scheme, or
- (e) for Home Office approved training or work experience,

for the purposes of the immigration rules.

**5.** The form set out in Schedule 3 is prescribed for an application for limited leave to remain in the United Kingdom as:

- (a) the spouse or civil partner of a person present and settled in the United Kingdom, or
- (b) the unmarried partner or same sex partner of a person present and settled in the United Kingdom,

for the purposes of the immigration rules.

**6.** The form set out in Schedule 4 is prescribed for an application for limited leave to remain in the United Kingdom:

- (a) as a student,
- (b) as a student nurse,
- (c) to re-sit an examination,
- (d) to write up a thesis,
- (e) as a student union sabbatical officer, or
- (f) as a prospective student,

for the purposes of the immigration rules.

**7.** The form set out in Schedule 5 is prescribed for an application for limited leave to remain in the United Kingdom as a participant in the Science and Engineering Graduates Scheme for the purposes of the immigration rules.

**8.** The form set out in Schedule 6 is prescribed for an application for limited leave to remain in the United Kingdom as a participant in the Fresh Talent: Working in Scotland Scheme for the purposes of the immigration rules.

**9.—(1)** The form set out in Schedule 7 is prescribed for an application for limited leave to remain in the United Kingdom as:

- (a) a visitor,
- (b) a visitor seeking to undergo or continue private medical treatment,
- (c) a postgraduate doctor or dentist or a trainee general practitioner,
- (d) an au pair,
- (e) a teacher or language assistant under an approved exchange scheme,
- (f) a representative of an overseas newspaper, news agency or broadcasting organisation,
- (g) a private servant in a diplomatic household,
- (h) a domestic worker in a private household,
- (i) an overseas government employee,
- (j) a minister of religion, missionary or member of a religious order,
- (k) a visiting religious worker or a religious worker in a non-pastoral role,
- (l) a member of the operational ground staff of an overseas-owned airline,
- (m) a person with United Kingdom ancestry,
- (n) a writer, composer or artist,
- (o) an overseas qualified nurse or midwife, or
- (p) the spouse, civil partner or child of an armed forces member who is exempt from immigration control under section 8(4) of the Immigration Act 1971,

for the purposes of the immigration rules.

(2) Subject to paragraph (3), the form set out in Schedule 7 is prescribed for an application for limited leave to remain in the United Kingdom for any other reason or purpose for which provision is made in the immigration rules but which is not covered by the forms prescribed in regulations 3 to 8.

(3) Paragraph (2) does not apply to an application for limited leave to remain in the United Kingdom where:

- (a) the application is made under the terms of a European Community Association Agreement, or
- (b) the basis on which the application is made is that the applicant is an asylum claimant or a dependant of an asylum claimant.

**10.** The form set out in Schedule 8 is prescribed for an application for indefinite leave to remain in the United Kingdom as:

- (a) the spouse or civil partner of a person present and settled in the United Kingdom, or
- (b) the unmarried partner or same sex partner of a person present and settled in the United Kingdom,

for the purposes of the immigration rules.

**11.** The form set out in Schedule 9 is prescribed for an application for indefinite leave to remain in the United Kingdom as:

- (a) the child under the age of eighteen of a parent, parents or relative present and settled in the United Kingdom,
- (b) the adopted child under the age of eighteen of a parent or parents present and settled in the United Kingdom, or
- (c) the parent, grandparent or other dependent relative of a person present and settled in the United Kingdom,

for the purposes of the immigration rules.

**12.—(1)** The form set out in Schedule 10 is prescribed for an application for indefinite leave to remain in the United Kingdom:

- (a) as a work permit holder,
- (b) as a highly skilled migrant,
- (c) as a representative of an overseas newspaper, news agency or broadcasting organisation,
- (d) as a private servant in a diplomatic household,
- (e) as a domestic worker in a private household,
- (f) as an overseas government employee,
- (g) as a minister of religion, missionary or member of a religious order,
- (h) as a member of the operational ground staff of an overseas-owned airline,
- (i) as a person with United Kingdom ancestry,
- (j) as a writer, composer or artist,
- (k) on the basis of long residence in the United Kingdom,
- (l) as a victim of domestic violence, or
- (m) as a foreign or Commonwealth citizen discharged from HM Forces,

for the purposes of the immigration rules.

(2) Subject to paragraph (3), the form set out in Schedule 10 is hereby prescribed for an application for indefinite leave to remain in the United Kingdom for any other reason or purpose for which provision is made in the immigration rules but which is not covered by the forms prescribed in regulations 10 or 11.

(3) Paragraph (2) does not apply to an application for indefinite leave to remain in the United Kingdom where:

- (a) the application is made under the terms of a European Community Association Agreement,
- (b) the basis on which the application is made is that the applicant is an asylum claimant or a dependant of an asylum claimant.

**13.** An application for leave to remain in the United Kingdom which is made by a person (“the main applicant”) on a form prescribed in any of the regulations 3 to 12 above may include an application in respect of any person applying for leave to remain in the United Kingdom as a dependant of the main applicant, insofar as this is permitted by the immigration rules.

### **Prescribed procedures**

**14.—**(1) The following procedures are hereby prescribed in relation to an application for which a form is prescribed in regulations 3 to 12:

- (a) the form shall be signed and dated by the applicant, save that where the applicant is under the age of eighteen, the form may be signed and dated by the parent or legal guardian of the applicant on behalf of the applicant;
- (b) the application shall be accompanied by such documents and photographs as specified in the form; and
- (c) each part of the form shall be completed as specified in the form.

(2) The following procedures are hereby prescribed in relation to delivery of an application for which a form is prescribed:

- (a) in relation to an application for which a form is prescribed in regulation 3, the application shall be sent by prepaid post or by courier to the Immigration and Nationality Directorate of the Home Office; it may not be submitted in person at a public enquiry office;
- (b) subject to (3) in relation to an application for which a form is prescribed in regulation 4, the application shall be:
  - (i) sent by prepaid post or by courier to Work Permits (UK) at the Immigration and Nationality Directorate of the Home Office, or
  - (ii) submitted in person at the Croydon public enquiry office (but no other public enquiry office),
- (c) in relation to an application for which a form is prescribed in regulations 5 to 12 above, the application shall be:
  - (i) sent by prepaid post to the Immigration and Nationality Directorate of the Home Office, or
  - (ii) submitted in person at a public enquiry office.

(3) An application for which a form is prescribed in regulation 4(b) (application for limited leave to remain in the United Kingdom as a highly skilled migrant) shall be sent by prepaid post or by courier to Work Permits (UK) at the Immigration and Nationality Directorate of the Home Office, and may not be submitted in person at a public enquiry office.

**15.—**(1) A failure to comply with any of the requirements of regulation 14(1) to any extent will only invalidate an application if:

- (a) the applicant does not provide, when making the application, an explanation for the failure which the Secretary of State considers to be satisfactory,
- (b) the Secretary of State notifies the applicant, or the person who appears to the Secretary of State to represent the applicant, of the failure within 28 days of the date on which the application is made, and
- (c) the applicant does not comply with the requirements within a reasonable time, and in any event within 28 days, of being notified by the Secretary of State of the failure.

(2) For the purposes of this regulation, the date on which the application is made is:

- (a) in the case of an application sent by post, the date of posting,
- (b) in the case of an application submitted in person, the date on which the application is delivered to, and accepted by, a public enquiry office, and
- (c) in the case of an application sent by courier, the date on which the application is delivered to Work Permits (UK) at the Immigration and Nationality Directorate of the Home Office.

**Revocation and transitional provision**

**16.—**(1) Subject to (2) the Immigration (Leave to Remain) (Prescribed Forms and Procedures) (No. 2) Regulations 2005<sup>(a)</sup> are hereby revoked.

(2) An application made on a form prescribed in the Immigration (Leave to Remain) (Prescribed Forms and Procedures) (No. 2) Regulations 2005 shall be deemed to have been made on the corresponding form prescribed in these Regulations if made within 21 days of these Regulations coming into force for the purposes of section 31A of the Immigration Act 1971.

Home Office  
25th May 2006

*Liam Byrne*  
Minister of State

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(a) S.I.2005/2358.



IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** Applicant's details

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes  No

If **yes** please insert OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other)

Full Name (as shown on passport or travel document) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Surname \_\_\_\_\_

**1.2** Nationality \_\_\_\_\_

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference \_\_\_\_\_

**1.5** Passport number \_\_\_\_\_

**1.6** Any other names by which you have been known \_\_\_\_\_  
 \_\_\_\_\_

**1.7** UK address. Please let us know immediately if this changes \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**1.8** Post code \_\_\_\_\_

**1.9** Daytime telephone number \_\_\_\_\_

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Post code \_\_\_\_\_

BUS Version 06/2006

**BUS**

Version 06/2006

Tick a box to show us why you are applying for an extension of stay or indefinite leave to remain in the UK.

**Business person**   
 An extension  
 Complete all sections except section 4  
**Indefinite leave**   
 Complete all sections.

**Sole representative**   
 An extension  
 Complete all sections except section 4  
**Indefinite leave**   
 Complete all sections.

**Retired person of independent means**   
 An extension  
 Complete all sections except section 4  
**Indefinite leave**   
 Complete all sections.

**Innovator**   
 An extension  
 Complete all sections except section 4  
**Indefinite leave**   
 Complete all sections.

**Investor**   
 An extension  
 Complete all sections except section 4  
**Indefinite leave**   
 Complete all sections.

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application. Unless stated otherwise, the word 'partner' in this form includes a spouse, civil partner, unmarried or same-sex partner.

**2.1**

Do you have a partner and/or children under 18 living with you in the UK? Yes  No

If you have answered **yes** to question **2.1**, and they are applying for an extension of stay or indefinite leave to remain as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach partner's photographs here	Partner's full name	_____		
	Nationality	_____		
	Date of birth	Gender		
	Day   Month   Year	M <input type="checkbox"/> F <input type="checkbox"/>		
	Relationship to you:	Spouse	Civil partner	Unmarried partner

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	Gender		
	Day   Month   Year	M <input type="checkbox"/> F <input type="checkbox"/>		
	Relationship to you	_____		

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	Gender		
	Day   Month   Year	M <input type="checkbox"/> F <input type="checkbox"/>		
	Relationship to you	_____		



**SECTION 2** *Family details (continued)*

Child's full name

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Nationality

---

Date of birth

Day	Month	Year

Gender

M

F

Relationship to you

---

Attach  
child's  
photographs here

Child's full name

---

Nationality

---

Date of birth

Day	Month	Year

Gender

M

F

Relationship to you

---

Attach  
child's  
photographs here

Child's full name

---

Nationality

---

Date of birth

Day	Month	Year

Gender

M

F

Relationship to you

---

Attach  
child's  
photographs here

**SECTION 3** *Your home and your finances*

**This section must be completed by all applicants.**

**3.1** Is your home in the UK:

a) owned by you?	<input type="checkbox"/>	b) rented from a local authority by you?	<input type="checkbox"/>
c) privately rented by you?	<input type="checkbox"/>	d) owned or rented by a relative or friend?	<input type="checkbox"/>
e) other (please give details) _____			

**3.2** Do you pay any rent or mortgage for your home? Yes  No

If so, how much each month? £ \_\_\_\_\_

**3.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £ \_\_\_\_\_

**3.4** Is your partner working in the UK? Yes  No

If so, what is their net pay each month? £ \_\_\_\_\_

**3.5** 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? £ \_\_\_\_\_

**3.6** 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 3.6, you must tick the relevant box(es) to show which of these are being received.

Housing and Homelessness Assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>

**SECTION 4** Additional questions for indefinite leave to remain applicants

This section must only be completed by applicants applying for indefinite leave to remain.

4.1

When did you first enter the United Kingdom  
(see **Note 1**)?

Day	Month	Year

**Note 1:**  
This refers to the date of the main applicant's first entry to the UK at the beginning of the stay on which this application is based.

4.2

Since then have you had any absence(s) outside the UK?

Yes  No

If you have answered **yes** to question **4.2**, please enter the dates of those absences in the spaces provided below and explain the reason(s) for the absence(s). You should attempt to list all absences if you are able to do so, however short they may have been, but you should definitely list and explain all absences of 3 months or more.

Dates of absence(s)

Reason(s) for absence(s)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**SECTION 5** *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**5.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered Yes to question 5.1 above please give details below for each sentence starting with the most recent one - but first see Note 2 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No to question 5.1, please go to question 5.2.*

**Note 2 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

First sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

Second sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

**5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

## SECTION 5 *Personal history (continued)*

- 5.6 Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

If you have answered **yes** to question 5.2, 5.3, 5.4, 5.5 or 5.6 above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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### REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

#### **Definitions**

For the purposes of answering questions 5.3 and 5.4, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

#### **Genocide**

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

#### **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.

#### **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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement which you know to be false or do not believe to be true.**

## SECTION 6 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 6A-6K below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 6A next to the relevant items to show the documents and photographs you are providing. You must also tick one of the boxes in sections 6B-6K next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes contains more information about photographs.

<b>6 A</b>	Two recent passport-size photographs of yourself with your name written on the back of each photograph.	<input type="checkbox"/>
	Two recent passport-size photographs of each dependant applying for an extension of stay or indefinite leave to remain in the UK with you (see section 2), with their name written on the back of the photographs.	<input type="checkbox"/>
<b>Note 3:</b> The documents showing the funds available to you should cover at least the last 3 months. We do not accept cashpoint printouts and internet bank statements as evidence of funds.	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.	<input type="checkbox"/>
	Current passport(s) or travel document(s) for each dependant applying for an extension of stay or indefinite leave to remain in the UK with you (see section 2). If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them.	<input type="checkbox"/>
	Your police registration certificate (if you have been asked to register with the police).	<input type="checkbox"/>
	The police registration certificate(s) for each dependant applying for an extension of stay or indefinite leave to remain in the UK with you (if they have been asked to register with the police).	<input type="checkbox"/>
	Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but please don't send us travellers cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see <b>Note 3</b> ).	<input type="checkbox"/>

<b>6 B</b>	<b>Business Person (Extension Of Stay)</b>	<input type="checkbox"/>
<b>Note 4:</b> Audited accounts are required by the Immigration Rules in all cases, regardless of the size of a business. If you are unable to provide audited accounts at this stage, draft or management accounts should be provided along with an explanation as to why audited accounts are not yet available.	<b>To apply for an extension of stay as a business person you must provide:</b>	
	(a) audited accounts for the period of your leave so far. These should show the precise financial position of the business in which you are concerned and confirm that you have directly invested at least £200,000 of your own money in the business and maintained that investment (see <b>Note 4</b> );	
	(b) if the amount of your investment is unclear from your accounts, other evidence that you have directly invested at least £200,000 of your own money in the business and maintained that investment;	
	(c) evidence that you have commenced trading and created at least two new paid full-time jobs for persons already settled here. 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); and	
	(d) 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 work for the business) or public funds.	

6 C

**Business Person (Indefinite Leave To Remain)**

**Note 5:**  
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.

If you have completed, or have nearly completed, five years' continuous stay in the UK as a business person and you are applying for indefinite leave you must provide:

- (a) audited accounts for the first four years of trading and management accounts for the fifth year (see Note 5);
- (b) evidence to show that you have invested not less than £200,000 of your own money in the business throughout the five year period;
- (c) 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); and
- (d) 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.

You should also provide all the passports you have held during the five year period together with a list of your movements in and out of the UK since you first entered as a business person.

6 D

**Sole Representative (Extension Of Stay)**

To apply for an extension of stay as a sole representative you must provide:

- (a) confirmation from the parent company that their centre of operations remains outside the UK and that they wish to continue to employ you as previously;
- (b) evidence that either a registered branch or wholly-owned subsidiary has been established in the UK. In the case of a registered branch this evidence should be provided by means of a Companies House Certificate of Registration. In the case of a wholly-owned subsidiary this evidence should be provided by means of a Companies House Certificate of Incorporation, together with either a copy of the share register or a letter from the company accountants confirming that all shares are held by the parent company; and
- (c) evidence that you are employed full-time as a sole representative. This is best provided in the form of documents such as a P60 and wage slips for the last three months.

You should also provide evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business you should provide these; you should also provide copy invoices, contracts and business letters.

**6 E**

**Sole Representative (Indefinite Leave To Remain)**

**If you have completed, or have nearly completed, five years' continuous stay in the UK as a sole representative and you are applying for indefinite leave to remain you must provide:**



- (a) confirmation from the parent company that their centre of operations remains outside the UK and that they wish to continue to employ you as previously;
- (b) evidence that a registered branch or wholly-owned subsidiary in the UK is still in existence. This is best provided in the form of a letter or documents from Companies House confirming that the structure of the UK operation has not changed;
- (c) evidence that you have been employed full-time as a sole representative for a continuous period of five years. This is best provided in the form of documents such as P60s for the past five years and wage slips for the last three months.

You should also provide:

- all the passports you have held during the five year period, together with a list of your movements in and out of the UK since you first entered as a sole representative.
- evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business you should provide these; you should also provide copy invoices, contracts and business letters.

---

**6 F**

**Retired Person Of Independent Means (Extension of Stay)**

**To apply for an extension of stay as a retired person of independent means you must provide:**



- (a) evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as a retired person of independent means. This is best provided in the form of all the passports you have held during this initial period. You should also provide a list of your movements in and out of the country during this period.
- (b) evidence that you have under your control and disposable in the UK an income of your own of not less than £25,000 each year.



**6 G**

**Retired Person Of Independent Means (Indefinite Leave To Remain)**

**If you have completed, or have nearly completed, five years' continuous stay in the UK as a retired person of independent means and you are applying for indefinite leave to remain you must provide:**

- (a) evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as a retired person of independent means. This is best provided in the form of all the passports that you have held during the five year period. You should also provide a list of your movements in and out of the country during this period;
- (b) evidence that, for a continuous period of five years, you have had under your control and disposable in the UK an income of your own of not less than £25,000 each year.

**6 H**

**Investor (Extension Of Stay)**

**To apply for an extension of stay as an Investor you must provide:**

- (a) evidence that you have not less than £1 million of your own money under your control in the UK;  
or  
evidence that you own personal assets, taking into account any liabilities to which you are subject, which have a value exceeding £2 million and that you have not less than £1 million in money in your control
- (b) evidence that you have invested not less than £750,000 of your capital in the UK
- (c) evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as an investor. This is best provided in the form of all the passports you have held during this initial period. You should also provide a list of your movements in and out of the country during this period.

**6 I**

**Investor (Indefinite Leave To Remain)**

**If you have completed, or have nearly completed, five years' continuous stay in the UK as an investor and you are applying for indefinite leave to remain you must provide:**

- (a) evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as an investor. This is best provided in the form of all the passports that you have held during the five year period. You should also provide a list of your movements in and out of the country during this period;
- (b) 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
- (c) evidence that you own personal assets, taking into account any liabilities to which you are subject, which have a value exceeding £2 million;
- (d) evidence that you have invested not less than £750,000 of your capital in the UK for a continuous period of five years.

## SECTION 6 *Documentary evidence (continued)*

6 J

### **Innovator (Extension Of Stay)**

**To apply for an extension of stay in the UK as an Innovator you must provide:**

- (a) evidence that you have set up a business that will create full-time paid employment for at least two persons already settled in the UK. 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);
  - (b) evidence that you have maintained a minimum 5% shareholding of the equity capital;
  - (c) a detailed summary of the business's activity during the first 2 years;
  - (d) statutory accounts during the first 2 years of trading; and
  - (e) evidence that you are able to maintain and accommodate yourself and any dependants without recourse to public funds or other employment.
- 

6 K

### **Innovator (Indefinite Leave To Remain)**

**If you have completed, or have nearly completed, five years' continuous stay in the UK as an Innovator and you are applying for Indefinite leave to remain you must provide:**

- (a) statutory accounts for the last 4 years and management accounts for the final year;
- (b) 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); and
- (c) evidence that you have maintained a minimum 5% shareholding of the equity capital for a continuous period of five years.

**You must now complete Section 7**

**SECTION 7** *Declaration*

**You must now read the declaration below and sign it. It must be signed by you (the applicant) and not by a representative or other person acting on your behalf.**

I hereby apply for an extension of stay\*/indefinite leave to remain (**\*please delete as applicable**) 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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_



**Work Permits (UK)**  
serving business needs

**This form is valid only for applications made on or after 22 June 2006**

**Application for an extension of stay (limited leave to remain) in the United Kingdom as the holder of an immigration employment document.**

**To be completed by the applicant**

**Section 1: Type of Application**

1. Is this application to be:      Paid for       Exempt from payment   
(Please indicate by ticking the relevant box)

2. Under which category are you applying for an extension of stay in the UK?

Highly Skilled Migrant Programme (HSMP)      Complete Sections 1, 2, 3, 4, 5, 6, 7, 8, 9 & if applicable, 10

Seasonal Agricultural Workers Scheme (SAWS) Complete Sections 1, 2, 3, 5, 6, 8, 9 & if applicable, 10

Sectors-Based Scheme (SBS)      Complete Sections 1, 2, 3, 5, 6, 8, 9 & if applicable, 10

Training or Work Experience (TWES)      Complete Sections 1, 2, 3, 4, 5, 6, 8, 9 & if applicable, 10

Work permit arrangements (WP)      Complete Sections 1, 2, 3, 4, 5, 6, 8, 9 & if applicable, 10

**Section 2: Personal Details of Applicant**

3. Title      Mr       Mrs       Miss       Ms       Other (please state)

4. Surname/family name

5. Surname/family name at birth (if different)

6. First names

7. Gender      Male       Female

8. Date of birth       day       month       year

9. Nationality

10. Passport number

11. Address in the UK, including post code  
(Please let us know if this changes)

12. Your daytime telephone number (if you have one)

13. Your email address (if you have one)

14. Name of your employer  
(for SAWS, SBS, TWES & WP)

15. SAWS applicants, please also state the name of your operator.

16. Your job title

17. Your WP, SBS, TWES or HSMP reference number  
or SAWS work card number.

18. Your Home Office reference number  
(if you have one)

**Section 3: Immigration Status**

19. From which British Diplomatic post overseas did you obtain entry clearance and/or a visa?

20. What is your current immigration status in the UK?

**Please check Section 2 of the Guidance Notes to ensure that you can change your immigration status.**

21. When does your leave expire?  day  month  year

**Section 4: Details of your family (for HSMP, TWES and single entry WP)**

**Please note that this section does not apply to SAWS and SBS participants and multiple-entry work permit holders. Under the immigration rules, individuals entering the UK under these schemes cannot bring other family members with them as dependants.**

22. If you have a partner and/or children under the age of 18 **currently living with you in the UK** and you are applying on their behalf for an extension of stay as your dependants, please give their details below.

Name	Date of birth	Nationality	Passport number	Relationship to you

**Section 5: Your Home and Finances**

23. Is your home in the UK:  Owned by you?  
 Rented from a local authority by you?  
 If so, please give details   
 Privately rented by you?  
 Owned or rented by a relative or friend?  
 Other (please give details)

24. Do you or your partner (or both) pay any mortgage or rent for your home? No  Yes   
 If you have answered yes, how much do you or your partner (or both) pay each month? £

25. Are you receiving any public funds? (See Section 8 of the Guidance Notes for a definition of public funds under the Immigration Rules) No  Yes   
 If you have answered yes, which are you receiving?

26. Are you working in the UK? No  Yes   
 If you have answered yes, what is your net pay each month? £

27. Does a relative or friend regularly give you money? No  Yes   
 If you have answered yes, how much money do you receive each month? £

## Section 6: Personal History

This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.

**28.** Do you or any dependants included in this application have any criminal convictions in the UK Yes  No   
or any other country (including traffic offences) or any civil judgements made against you?

If you have answered **Yes** to question 28 above please give details below for each sentence starting with the most recent one first - but first see **Note 1** below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered **No** please go to [question 29](#).

**Note 1** Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about this Act is given towards the end of this section.

### First sentence

Name of person sentenced

Nature of offence

Date sentenced

Sentence given

Country where sentenced

### Second sentence

Name of person sentenced

Nature of offence

Date sentenced

Sentence given

Country where sentenced

**29.** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**30.** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question please read the information on the next page.** Yes  No

**31.** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question please read the information on the next page.** Yes  No

**32.** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

**33.** Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

## Section 6: Personal History (continued)

34. If you have answered **Yes** to question 29, 30, 31, 32 or 33 above please give further details in the space provided below. If you need more space, continue on a separate sheet.

### REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **0207 840 6464** or by obtaining a free copy of their leaflet on **0207 840 6427**.

### DEFINITIONS

For the purposes of answering questions 30 and 31, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website: [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm). Alternatively, copies can be 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 included in this application.

#### Genocide

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

#### 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.

#### 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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

### Section 7: Additional Information for HSMP extension applicants only

If you have previously been given permission to stay in the UK under the Highly Skilled Migrant Programme (HSMP) and you are applying to extend your stay in this category please complete questions 35-39 and provide additional documentary evidence as indicated in Section 8 of the Guidance Notes.

35. What is your current profession?
36. What business sector are you currently working in?
37. Are you self-employed?  Yes, go to question 39  No, go to Question 38
38. How many people do you employ in the UK?  (state number)
39. How many people does your employer employ in the UK?  0 to 249  250 or more  
(State number) (Tick box)

### Section 8: Documentary Evidence

- The documents and photographs required in support of your application, as well as those of any dependants included in the application, are listed below.
- You only have to provide those that are relevant to your application.
- Tick the boxes next to the relevant items to show the documents and photographs you are sending.

Please see the guidance notes to check if you need to send in any other information with your application.

#### For all applications:

- Two recent passport-sized photographs of yourself with your name written on the back of each photograph.
- 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.
- Your police registration certificate (if you have been asked to register with the police).
- Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but do not send us cheques, traveller cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation. (The documents provided should cover at least the last 3 months.)

#### For HSMP, TWES and WP applications only:

- Two recent passport-sized photographs of each dependant applying for an extension of stay in the UK with you with each dependant's name written on the back of the photograph.
- Current passport(s) or travel document(s) for each dependant applying for an extension of stay in the UK with you and are included on this application form – if they last entered the UK on a previous passport(s) or travel document(s), please also provide these documents if you have them.
- The police registration certificate(s) of each dependant applying for an extension of stay in the UK with you (if they have been asked to register with the police) and are included on this application form.
- A full birth certificate (ie one that shows the parents' name) for each dependant child whom you are applying for an extension of stay in the UK with you on this application form.
- Your marriage certificate/civil partnership document if you are applying for an extension of stay in the UK for your spouse/civil partner.
- If you are not married or in a civil partnership and you are applying for an extension of stay in the UK for a partner (opposite-sex or same-sex), you should provide document(s) showing that you and your partner have been living together in a relationship akin to marriage or civil partnership, which has subsisted for 2 years or more.
- If you are changing your immigration category from that of a student, you should send your original degree certificate.

#### For HSMP Extension applications only:

- You must send us documents showing your economic activity over the last 12 months. See Section 8 of the Guidance Notes for further details.

#### For SAWS applications only:

- Please provide a letter from your operator confirming your employment has been extended.



**Section 9: Applicant's Declaration**

You must now read the declaration below and sign it. It must be signed by you (the applicant) and not by a representative or other person acting on your behalf.

- I hereby apply for an extension of stay 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 declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.
- 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 Work Permits (UK).
- I understand that all the information provided by me to the Home Office will be treated in confidence but 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.
- I understand that the Immigration and Nationality Directorate may also use the information provided by me for training purposes.
- I agree to co-operate with Work Permits (UK) officials, or any other officials charged by the Secretary of State for the Home Department, with conducting pre issue and post issue checks on compliance with the immigration employment document application.
- 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 seek to obtain leave to remain in the United Kingdom by means which include deception.
- If this leave to remain application is linked to a Training or Work Experience, Seasonal Agricultural Workers' Scheme or Sectors Based Scheme application, I understand and accept that I must return overseas at the end of the employment period.

Please tick this box if you do not wish to receive further information and publicity from the Home Office.

Your signature  Date

Name (CAPITALS please)

Would you like correspondence and documents relating to this application to be sent to the employer, representative, or in the case of SAWS, your operator? Yes  No

**If you answer yes please get them to complete the declaration on the next page.**

**Section 10: Representative Declarations**

If a representative or your employer is dealing with this application on your behalf, please complete the details below.

Name of the employer or representative company	<input type="text"/>
Address (including post code)	<input type="text"/>
Name of contact (if different from below)	<input type="text"/>
Telephone number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

This declaration MUST be signed by an employer or representative.

- I have been appointed by the applicant to make this application.
- I confirm that the applicant has completed and signed the application, and that the application is, to the best of my knowledge and belief, true and complete.
- Once the application is decided I will provide the applicant with all correspondence from you relating to your decision.
- I declare that I am permitted to provide immigration advice and immigration services by section 84 of the Immigration and Asylum Act 1999.
- 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 do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect.
- I am (tick as appropriate)

Registered or exempted by the Office of Immigration Service Commissioner (OISC)  
My OISC number is:

Authorised to practice by a designated professional body or supervised by such a person

- The Law Society
- The Law Society of Scotland
- The Law Society of Northern Ireland
- The Institute of Legal Executives
- The General Council of the Bar
- The Faculty of Advocates
- The General Council of the Bar of Northern Ireland

Designated professional body is:

My supervisor is (if appropriate):

Registered with or authorised by an EEA body responsible for regulation of the provision of legal advice in that EEA state; or employed or supervised by the person registered as defined in section 84(2) (d), (e) and (f).  
The registered or authorised EEA body is:

My supervisor is (if appropriate):

Within a category of person specified in an Order made by the Secretary of State under subsection 84(4)(d) of the Immigration and Asylum Act 1999.

Please tick this box if you do not wish to receive further information and publicity from the Home Office.

Signed	<input type="text"/>	Date	<input type="text"/>
Name (CAPITALS please)	<input type="text"/>		
Position	<input type="text"/>		
For and on behalf of (the representative/employer)	<input type="text"/>		



Home Office

IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** *Applicant's details*

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are children under the age of 18 included in the application, their personal details should be entered at section **2.2**.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full Name (as shown on passport or travel document) \_\_\_\_\_

Surname \_\_\_\_\_

**1.2** Nationality \_\_\_\_\_

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference \_\_\_\_\_

**1.5** Passport number \_\_\_\_\_

**1.6** Any other names by which you have been known \_\_\_\_\_

**1.7** UK address. Please let us know immediately if this changes \_\_\_\_\_

**1.8** Post code \_\_\_\_\_

**1.9** Daytime telephone number \_\_\_\_\_

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7** \_\_\_\_\_

Post code \_\_\_\_\_

**FLR(M)**

Version 06/2006

Tick a box to show us why you are applying for Indefinite leave to remain in the UK.

Spouse or civil partner of a person present and settled in the UK.

Complete sections as instructed

Unmarried partner or same-sex partner of a person present and settled in the UK.

Complete sections as instructed

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details - please see guidance notes before completing

2.1

**Your partner's details.** Unless otherwise stated, the word 'partner' in this form means your spouse, civil partner, unmarried or same-sex partner.

Attach partner's photograph here

Partner's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth 

Day	Month	Year

 Gender M  F   
How long has he/she lived in the UK?  
Relationship to you \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

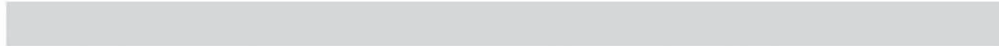
His/her name at birth if different, and other names by which he/she has been known. \_\_\_\_\_  
\_\_\_\_\_

**This section is where you give details of any children under 18 included in the application - please see guidance notes before completing.**

2.2

Do you, or your partner, have any children under 18 from your marriage, civil partnership or relationship, or from previous relationships, who are dependent on you or your partner? Yes  No

If you have answered **yes** to question 2.2, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space, continue on another sheet and provide it with your application.

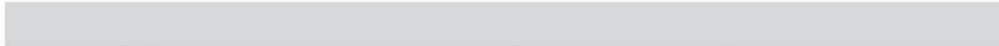


Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth 

Day	Month	Year

 Gender M  F   
Do they live with you in the UK? Yes  No   
Who pays for their support? \_\_\_\_\_  
Relationship to you \_\_\_\_\_ Relationship to your partner \_\_\_\_\_



Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth 

Day	Month	Year

 Gender M  F   
Do they live with you in the UK? Yes  No   
Who pays for their support? \_\_\_\_\_  
Relationship to you \_\_\_\_\_ Relationship to your partner \_\_\_\_\_

**SECTION 2** *Family details (continued)*

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

**SECTION 3** *Details about your application*

**This section must be completed as indicated.**

**3.1**

Did you get an entry clearance as a spouse, civil partner, unmarried or same-sex partner, fiancé(e) or proposed civil partner before entering the UK?

Yes  No

If you have answered **yes** to question **3.1** go to Section 4. If you have answered **no** to question **3.1** you must answer all the questions in this section.

**3.2**

Were you granted a Certificate of Approval for marriage or civil partnership?

Yes  No

**3.3**

Please state the date and place of your wedding or civil partnership ceremony.

---

---

**3.4**

Have you been married or in a civil partnership before?

Yes  No

**3.5**

Has your partner been married or in a civil partnership before?

Yes  No

**3.6**

When did you meet your partner?

---

---

**3.7**

Where did you meet?

---

---

**3.8**

When did you decide to marry, form a civil partnership, live together in a relationship akin to marriage, or live together in a relationship akin to a civil partnership?

---

---

**3.9**

When did you start living together?

---

## SECTION 4 *Your home and your finances*

**This section must be completed by all applicants.**

**4.1** Is your home in the UK:

a) owned by you or your partner or both?  b) rented from a local authority by you or your partner or both?

c) privately rented by you or your partner or both?  d) owned or rented by a relative or friend?

e) other (please give details) \_\_\_\_\_

**4.2** Do you or your partner, or both, pay any rent or mortgage for your home? Yes  No

If so, how much each month? £ \_\_\_\_\_

**4.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £ \_\_\_\_\_

**4.4** Is your partner working in the UK? Yes  No

If so, what is his/her net pay each month? £ \_\_\_\_\_

**4.5** 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? £ \_\_\_\_\_

**4.6** Are you or your partner 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 **4.6**, you must tick the relevant box(es) to show which of these are being received.

	You	Partner		You	Partner
Housing and homelessness assistance	<input type="checkbox"/>	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>	<input type="checkbox"/>

## SECTION 5 *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

- 5.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered **Yes** to question 5.1 above please give details below for each sentence starting with the most recent one - but first see **Note 1** below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered **No** please go to question 5.2.,*

**Note 1 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

- 5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

- 5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

- 5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

- 5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No



## SECTION 5 *Personal history (continued)*

5.6 Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

*If you have answered **yes** to question 5.2, 5.3, 5.4, 5.5 or 5.6 above please give further details in the space provided below. If you need more space, continue on a separate sheet.*

### **REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

#### Definitions

For the purposes of answering questions 5.3 and 5.4, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

#### Genocide

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

#### 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.

#### 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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

**SECTION 6** *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 6A-6C below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 6A next to the relevant items to show the documents and photographs you are providing. You must also tick one of the boxes in sections 6B-6C next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes contains information about photographs.

<p><b>6 A</b></p> <p><b>Note 2:</b> The document(s) must be either</p> <ul style="list-style-type: none"> <li>• your partner's current passport or travel document; or</li> <li>• If your partner is a British citizen without a passport, his/her full birth certificate (showing the parents' names), accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years; or</li> <li>• If your partner is a non-British citizen without a passport, a Home Office letter or other document showing that he/she has been granted indefinite leave to enter or remain in the UK, accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years.</li> </ul> <p>The following are examples of formal documents that may be provided as evidence of ordinary residence for the last three years: notice of Income tax coding, driving licence, building society passbook/bank statements, National Insurance or National Health Service registration issued by the Department for Work and Pensions, Department of Social Security or a local health authority.</p>	<p>Two recent passport-size photographs of yourself with your name written on the back of each photograph. <input type="checkbox"/></p> <p>A recent passport-size photograph of your partner with their name written on the back of the photograph. <input type="checkbox"/></p> <p>Two recent passport-size photographs of each dependent child applying for an extension of stay in the UK with you (see section 2), with their name written on the back of the photographs. <input type="checkbox"/></p> <p>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. <input type="checkbox"/></p> <p>Current passport(s) or travel document(s) for each dependent child applying for an extension of stay in the UK with you (see section 2). If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them. <input type="checkbox"/></p> <p>Your police registration certificate (if you have been asked to register with the police). <input type="checkbox"/></p> <p>The police registration certificate(s) for each dependent child applying for an extension of stay in the UK with you (if they have been asked to register with the police). <input type="checkbox"/></p> <p>A full birth certificate (i.e. one which shows the parents' names) for each dependent child of your present marriage, civil partnership or relationship who is applying for an extension of stay in the UK with you. <input type="checkbox"/></p> <p>Document(s) showing that your partner is present and settled in the UK (see <b>Note 2</b>). <input type="checkbox"/></p> <p>List any such document(s) in this box (continue on another sheet if necessary).</p>	<div style="border: 1px solid black; width: 500px; height: 100px; margin-bottom: 10px;"></div> <div style="border: 1px solid black; width: 500px; height: 100px;"></div>
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**SECTION 6** *Documentary evidence (continued)*

**Note 3:**  
The documents showing the funds available to you must cover at least the last 3 months. We do not accept Internet and cashpoint statements as evidence of funds.

Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips for you and/or your partner (but please don't send us travellers cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see **Note 3**).

**6 B**

**If you are applying as a spouse or civil partner:**

**Note 4:**  
The document(s) must be formal documents such as a decree absolute or a final dissolution order (or other confirmation of the legal dissolution of the relationship) or a death certificate.

a) Your civil marriage certificate or civil partnership certificate.

b) If you have answered **yes** to question **3.4**, document(s) showing you were free to marry your present spouse or form a civil partnership with your present partner (see **Note 4**). List any such document(s) in this box.

c) If you have answered **yes** to question **3.5** document(s) showing that your partner was free to marry you or to form a civil partnership with you (see **Note 4**). List any such document(s) in this box.

6 C

**If you are applying as an unmarried or same-sex partner:**

Document(s) showing that you and your partner have been living together in a relationship akin to marriage or a relationship akin to civil partnership which has subsisted for 2 years or more (see **Note 5**).

**Note 5:**

We need documentary evidence indicating that you and your partner have been living together as a couple during the past two years. Ideally, this evidence should indicate joint commitments in your finances, other responsibilities and social activities spread across the past 24 months/2 years.

Items of correspondence or other documentary evidence from sources of the kind listed below would be acceptable. These should be divided fairly equally between each of the two years, and be addressed jointly in both your names wherever possible. If you do not have any or enough in your joint names, items addressed to each of you individually may be acceptable, provided they show the same address and you provide roughly the same number of items in each of your names.

The items of evidence should be from at least 5 different official sources.

Ideally, a total of 20 items of evidence should be provided. If you are not able to do that, please provide at least 10 items.

Please give an explanation if you cannot provide at least 10 items and/ or if the evidence is not in your joint names and/or it is not spread over the 24 month period as indicated. An explanation must also be provided for any periods when you did not live together, as well as evidence in support of the explanation and evidence to show how you maintained contact with each other during this time.

Your application could be delayed or even refused if you do not provide enough evidence of this kind.

- telephone bills or statements
- gas bills or statements
- electricity bills or statements
- water rates bills or statements
- council tax bills or statements
- mortgage statements or agreement
- banks or building society statements/passbooks
- tenancy agreements
- insurance policies/certificates or other correspondence
- loan agreements
- AA, RAC or similar membership
- membership of sports or social clubs
- membership of a religious organisation
- correspondence from government departments or agencies (eg HM Revenue and Customs, Inland Revenue, Department for Work and Pensions) including evidence that you have declared your relationship to the appropriate government bodies.
- correspondence from GP or local health authority (eg: NHS card, correspondence about ante-natal and post-natal treatment, letter confirming dates of visits to the home address by a midwife, letter confirming registration with a dentist, etc - providing these documents show your home address and the date first registered)

**You and your partner must now complete Section 7**

**SECTION 7** *Declarations*

**If you are applying as a spouse or civil partner**

You and your spouse or civil partner must now read the declarations below and sign them. They must be signed by you (the applicant) and your spouse or civil partner and not by a representative or other person acting on your behalf.

**By the applicant:**

I hereby apply for an extension of stay in the UK for myself and any dependent children listed in this form on the basis of my marriage to, or civil partnership with, the person who has signed the declaration below. I declare that we are still married, that we are living together as husband and wife and intend to do so permanently or that we are still registered in a civil partnership, that we are living together as civil partners and intend to do so permanently. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself, my spouse or civil partner and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed: ..... Date: .....

**By the applicant's spouse or civil partner:**

I confirm that I am the spouse or civil partner of the applicant. I declare that we are still married and that we are living together as husband and wife and intend to do so permanently, or that we are still the civil partners of one another and that we are living together as civil partners and intend to do so permanently.

**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 am also aware that it is an offence under that Act (as amended) to do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect.**

Signed: ..... Date: .....

**If you are applying as an unmarried or same-sex partner**

You and your unmarried or same-sex partner must now read the declarations below and sign them. They must be signed by you (the applicant) and your partner and not by a representative or other person acting on your behalf.

**By the applicant:**

I hereby apply for an extension of stay in the UK for myself and any dependent children listed in this form on the basis of my relationship with the person who has signed the declaration below. I declare that we have been living together in a relationship akin to marriage, or a same-sex relationship, which has subsisted for two years or more and intend to do so permanently. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself, my partner and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed: ..... Date: .....

**By the applicant's unmarried or same-sex partner:**

I confirm that I am the unmarried or same-sex partner of the applicant. I declare that we have been living together in a relationship akin to marriage, or a same-sex relationship, which has subsisted for two years or more and intend to do so permanently.

**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 am also aware that it is an offence under that Act (as amended) to do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect.**

Signed: ..... Date: .....



**Home Office**

IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** *Applicant's details*

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other)

Full Name (as shown on passport or travel document)

Surname

**1.2** Nationality

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference

**1.5** Passport number

**1.6** Any other names by which you have been known

**1.7** UK address. Please let us know immediately if this changes

**1.8** Post code

**1.9** Daytime telephone number

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7**

Post code

FLR(S) Version 06/2006

**FLR(S)**

Version 06/2006

Tick a box to show us why you are applying for an extension of stay in the UK.

**Student**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

**Student undertaking examination re-sits**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

**Postgraduate student writing up a thesis**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

**Student nurse**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

**Prospective student**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

**Sabbatical officer**   
Complete all sections but not section 4 if your last period of stay was given for a reason other than study.

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application.

**2.1**

Do you have a spouse or civil partner and/or children under 18 living with you in the UK?

Yes  No

If you have answered **yes** to question **2.1**, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach spouse or civil partner's photographs here

Spouse or civil partner's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you: Spouse Civil partner (please circle)

Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you: \_\_\_\_\_

Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you: \_\_\_\_\_



**SECTION 2** Family details (continued)

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

**SECTION 3** *Your home and your finances*

**This section must be completed by all applicants**

**3.1** Is your home in the UK:

a) owned by you?	<input type="checkbox"/>	b) rented from a local authority by you?	<input type="checkbox"/>
c) privately rented by you?	<input type="checkbox"/>	d) owned or rented by a relative or friend?	<input type="checkbox"/>
e) other (please give details) _____			

**3.2** Do you pay any rent or mortgage for your home? Yes  No

If so, how much each month? £ \_\_\_\_\_

**3.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £ \_\_\_\_\_

**3.4** Do your parents, other relatives or friends regularly give you money? Yes  No

If so, what is your net pay each month? £ \_\_\_\_\_

**3.5** Are you receiving, or have you received for your recent studies, sponsorship from your place of study, the British Government, any other government, or an international scholarship agency? Yes  No

**3.6** 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 **3.6**, you must tick the relevant box(es) to show which of these are being received.

Housing and homelessness assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>

**SECTION 4** *Your studies until now*

**You should only complete this section if your last period of stay was for the purpose of study.**

**4.1**

When did you begin your studies in the UK?

Day	Month	Year

**4.2**

What is the full name and address of the place where you are, or have been, studying? If you have studied at more than one establishment please list them all with the dates you studied there. Continue on a separate sheet if necessary (**see Note 1**).

**Note 1**  
IND encourages all overseas students to notify us of changes in their planned course of study, especially where this involves moving to a different education institution, please refer to part 9 in the guidance notes.

**4.3**

a) What course(s) have you been studying and at what level?

b) Is this a degree course

Yes  No

c) Is it full time?

Yes  No

**4.4**

What progress have you made in your course(s) of study? Include details of any relevant examinations you have taken and any qualifications you have obtained since you were last granted leave to enter or remain as a student. Continue on a separate sheet if necessary.

**SECTION 4** *Your studies until now (continued)*

4.5

**You must provide evidence of your attendance during your current or most recent course.** Your place of study must either provide the information below or a separate document confirming your attendance.

a) i) Possible number of attendances on your current or most recent course

ii) Actual number of attendances on your current or most recent course

b) Give any other relevant information (such as reasons for absences if applicable).

Administrator's name

Administrator's signature

Date

College Stamp

**SECTION 5** *Your proposed studies*

**This section must be completed by all applicants.**

**5.1**

Tick one of the following boxes to show what sort of course you intend to study (this may be a continuation of your studies set out in section 4):

A full-time recognised degree course

A weekday daytime course at a single institution involving a minimum of 15 hours organised study per week

A full-time course of study at an independent fee paying school

To re-sit an examination

To write up a thesis

A nursing training course at a recognised nursing educational establishment

Other (please give details)

\_\_\_\_\_

**5.2**

**Note 2**  
The full address is required as the Home Office undertakes visits to organisations to check attendance.

What is the full name and address of the place where you will be studying if different from that given in answer to question 4.2 (see Note 2)?

Post code

**5.3**

What is the name of the course on which you are enrolled and, where relevant, what is the level of the course?

Name: \_\_\_\_\_

\_\_\_\_\_

Level: \_\_\_\_\_

**5.4**

Please provide the start and end dates for your course of study.

Start: \_\_\_\_\_

End: \_\_\_\_\_

**SECTION 5** *Your proposed studies (continued)*

**5.5**

On completing the studies referred to in question **5.4**, do you intend to follow any further courses of study in the UK?

Yes  No

If so, of what nature and for how long?

**5.6**

Have you received an unconditional offer of a place on a course of study?

Yes  No

If so, have you accepted it?

Yes  No

**5.7**

If you are applying for an extension of stay to re-sit an examination, have you previously been granted leave to enter or remain in the UK to re-sit an examination?

Yes  No

If so, when were you granted such leave?

---

**5.8**

If you are applying for an extension of stay to write up a thesis, have you previously been granted leave to enter or remain in the UK to write up a thesis?

Yes  No

If so, when were you granted such leave?

---

**5.9**

If you are applying for an extension of stay as a prospective student, have you previously been granted leave to enter or remain in the UK as a prospective student?

Yes  No

If so, when were you granted such leave?

---

**5.10**

If you are applying for an extension of stay as a sabbatical officer, have you previously been granted leave to enter or remain in the UK as a sabbatical officer?

Yes  No

If so, when were you granted such leave?

---

## SECTION 6 *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**6.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered Yes to question 6.1 above please give details below for each sentence starting with the most recent ones first - but first see Note 3 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No please go to question 6.2.,*

**Note 3 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

\_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

\_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

**6.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**6.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**6.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**6.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

**SECTION 6** *Personal history (continued)*

**6.6** Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

*If you have answered **yes** to question **6.2, 6.3, 6.4, 6.5** or **6.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.*

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **6.3** and **6.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

**Genocide**

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

**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.

**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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**



## SECTION 7 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 7A-7E below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 7A next to the relevant items to show the documents and photographs you are providing. If applicable, please tick one of the boxes in sections 7B-7E next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes provides information about photographs.

7A

Two recent passport-size photographs of yourself with your name written on the back of each photograph.

Two recent passport-size photographs of each dependant applying for an extension of stay in the UK with you (see section 2), with their name written on the back of the photographs.

Your current passport(s) or travel document(s). If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.

Current passport(s) or travel document(s) for each dependant applying for an extension of stay in the UK with you (see section 2). If they last entered the UK on a previous passport(s) or travel document(s), please also provide these documents if you have them.

Your police registration certificate (if you have been asked to register with the police).

The police registration certificate(s) for each dependant applying for an extension of stay in the UK with you (if they have been asked to register with the police).

If you have answered **yes** to question 3.5, a document confirming that you are still sponsored for the course of study and the period for which you are applying for an extension of stay, or that a former sponsoring authority consents to you continuing to study in the UK.

If you have to complete section 4, evidence that you have made satisfactory progress on your course(s) such as documents showing examination results or qualifications obtained (see question 4.4).

If you have to complete section 4 and your place of study has not completed question 4.5, a document showing your attendance during your current or most recent course.

Document(s) from your place of study confirming your enrolment on the course for which you are applying for an extension of stay. These should include details of your course/qualification, and course start and end dates (see section 5).

Document(s) showing that you have received an unconditional offer of a place on a course of study (see question 5.6).

## SECTION 7 *Documentary evidence (continued)*

7 A

Document(s) showing that you have accepted the unconditional offer made to you (see question 5.6).

**Note 4:**  
**The documents showing the funds available to you should cover at least the last 3 months. We do not accept cashpoint printouts or internet bank statements as evidence of funds.**

Evidence that:

(a) you have the funds to meet the costs of your course and to maintain and accommodate yourself and any dependants without taking employment or engaging in business or having recourse to public funds; or

(b) **If you are applying as a prospective student,** you have the funds without working or recourse to public funds to meet the costs of your intended course and to maintain and accommodate yourself and any dependants while making arrangements to study and during the course of your studies.

**In each case,** the evidence must be formal documents such as bank statements, a building society passbook, or wage slips (please don't send us travellers cheques or credit cards). If a parent, relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see **Note 4**).

7 B

**If you are applying for an extension of stay to re-sit an examination:**

a document from the educational institution or independent fee paying school which you attend, or attended in the previous academic year, confirming that you are required to re-sit an examination.

7 C

**If you are applying for an extension of stay to write up a thesis:**

(a) a document showing that you are a postgraduate student enrolled at an educational institution as either a full-time, part-time or writing up student; and

(b) a document confirming your application is supported by the educational institution.

7 D

**If you are applying for an extension of stay as a prospective student:**

a document showing that you intend to undertake a course of study within 6 months of your entry to the UK. This evidence may, for example, take the form of a conditional offer of a place on a course of study or a letter inviting you to attend for interview for a place on a proposed course of study.

7 E

**If you are applying for an extension of stay as a sabbatical officer:**

(a) a document showing that you have been elected to a full-time salaried post as a sabbatical officer at the place of study at which you are registered as a student; and

(b) a letter from you confirming that, at the end of your sabbatical post, you intend to complete the course of study you have already begun or you intend to take up a further course of study which has been deferred to enable you to take up the sabbatical post or you intend to leave the UK.

**You must now complete Section 8**

**SECTION 8** *Declaration*

**You must now read the declaration below and sign it. It 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.**

I hereby apply for an extension of stay 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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate may also use the information provided by me for training purposes.

I understand that the Home Office may make enquiries of the institution(s) named in sections 4.2 and/or 5.2 of this form in order to establish whether I meet the requirements of the immigration rules with regard to satisfactory attendance and progress. I consent to the institution(s) named in those sections disclosing details of my attendance and progress to the Home Office in response to any such enquiries. I also consent to their informing the Home Office on their own initiative if I cease to attend any course of study with them for which I have been granted leave to enter or remain in the United Kingdom.

**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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_



IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** Applicant's details

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other)

Full Name (as shown on passport or travel document)

Surname

**1.2** Nationality

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference

**1.5** Passport number

**1.6** Any other names by which you have been known

**1.7** UK address. Please let us know immediately if this changes

**1.8** Post code

**1.9** Daytime telephone number

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7**

Postcode

**FLR(SEGS)**

Version 06/2006

Tick a box to show us why you are applying for an extension of stay in the UK under the Science and Engineering Graduates Scheme:

Currently have leave as a student.

*Complete all sections*

Currently have leave under SEGS and this was granted for a period of less than 12 months.

*Complete all sections*

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application. Unless otherwise stated, the word 'partner' in this form includes a spouse, civil partner, unmarried or same-sex partner.

**2.1**

Do you have a partner and/or children under 18 living with you in the UK? Yes  No

If you have answered **yes** to question **2.1**, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach partner's photographs here	Partner's full name	<hr/>								
	Nationality	<hr/>								
	Date of birth	Gender	M	F						
	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="text-align: center;">Day</td><td style="text-align: center;">Month</td></tr><tr><td style="text-align: center;"> _ </td><td style="text-align: center;"> _ </td></tr></table>	Day	Month	_	_	<table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="text-align: center;">Year</td></tr><tr><td style="text-align: center;"> _ _ </td></tr></table>	Year	_ _	<input type="checkbox"/>	<input type="checkbox"/>
	Day	Month								
	_	_								
Year										
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<hr/>										
Relationship to you: Spouse   Civil partner   Unmarried partner   Same-sex partner (please circle)										

Attach child's photographs here	Child's full name	<hr/>								
	Nationality	<hr/>								
	Date of birth	Gender	M	F						
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Relationship to you										

Attach child's photographs here	Child's full name	<hr/>								
	Nationality	<hr/>								
	Date of birth	Gender	M	F						
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	Day	Month								
	_	_								
Year										
_ _										
<hr/>										
Relationship to you										

**SECTION 3** *Your home and your finances*

**This section must be completed by all applicants.**

**3.1** Is your home in the UK: a) owned by you?  b) rented from a local authority by you?   
 c) privately rented by you?  d) owned or rented by a relative or friend?   
 e) other (please give details) \_\_\_\_\_

**3.2** Do you or your partner pay any rent or mortgage for your home? Yes  No   
 If so, how much each month? £ \_\_\_\_\_

**3.3** Are you working in the UK? Yes  No   
 If so, what is your net pay each month? £ \_\_\_\_\_

**3.4** Do you intend to seek and take employment if you are granted leave as a SEGS participant? Yes  No

**3.5** Are you receiving, or have you received for your recent studies in the UK, sponsorship from your place of study, the British Government, any other government, or an international scholarship agency? Yes  No

**3.6** 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 **3.6**, you must tick the relevant box(es) to show which of these are being received.

Housing and homelessness assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>

**SECTION 4** *Details about your application*

**This section must be completed as indicated by all applicants.**

**4.1** When did you begin your studies in the UK?

Day	Month	Year

**4.2** What is the full name and address of the place in the UK where you have been studying for your degree (see **Note 1**)?

Post code

**Note 1:**

**The details required here are of the organisation which awarded you the qualification referred to in part 1 of the guidance notes.**

**4.3** Please provide your personal tutor's contact details including address, telephone number and email address.

**4.4** Please state your degree title and the course's Joint Academic Coding System (JACS) code (your personal tutor or another member of the university's staff will be able to provide you with this) - see **Note 2**.

**Note 2:**

**The DfES list of approved courses at different levels of qualification is available on the IND website. You must refer to the list.**

**4.5** Please state your degree classification e.g. BSc (see **Note 3**), Master's degree or PhD.

**Note 3:**

**The degree must have been awarded with second class honours (2.2) or higher.**

**4.6** If you have previously been granted leave under SEGS, please state when this was granted and when it expires.

Leave granted: \_\_\_\_\_

Leave expires: \_\_\_\_\_

**SECTION 5** *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**5.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered Yes to question 5.1 above please give details below for each sentence starting with the most recent one - but first see Note 4 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No please go to question 5.2.*

**Note 4 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

First sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

Second sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

**5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No



**SECTION 5** *Personal history (continued)*

**5.6**

Have you or any dependants in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character?

Yes

No

If you have answered **yes** to question **5.2, 5.3, 5.4, 5.5** or **5.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **5.3** and **5.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

**Genocide**

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

**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.

**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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

## SECTION 6 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed below. You must provide those which are relevant to your case and the cases of any dependants included in the application.

Tick the boxes next to the relevant items to show the documents and photographs you are providing. You must provide all the relevant items.

Two recent passport-size photographs of yourself with your name written on the back of each photograph.

Two recent passport-size photographs of each dependant applying for an extension of stay in the UK with you, (see section 2), with their name written on the back of the photographs.

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.

Current passport(s) or travel documents(s) for each dependant applying for an extension of stay in the UK with you (see section 2). If they last entered the UK on a previous passport(s) or travel document(s), please also provide these documents if you have them.

Your police registration certificate (if you have been asked to register with the police).

The police registration certificate(s) for each dependant who is applying for an extension of stay in the UK with you (if they have been asked to register with the police).

Documents showing that you have been awarded at the required level and by a relevant UK institution a qualification that is on the relevant list of eligible courses. If you have graduated, you must provide your original degree certificate. If you are awaiting graduation, you must provide a signed letter from your personal tutor confirming that you have been awarded a degree at the required level from a UK institution of higher or further education and are awaiting graduation.

**Note 5:**  
The documents showing the funds available to you should cover at least the last 3 months. We do not accept cashpoint printouts or Internet bank statements as evidence of funds.

If you have answered **yes** to question 3.5, a document confirming that your sponsor or former sponsoring authority consents to your remaining in the UK under SEGS.

Documents showing that you intend to seek and take employment in the UK.

Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but please don't send us travellers cheques or credit cards). If a parent, relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see **Note 5**).

**You must now complete Section 7**

**SECTION 7** *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.**

I hereby apply for an extension of stay 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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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 the 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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_



IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** *Applicant's details*

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full Name (as shown on passport or travel document) \_\_\_\_\_

Surname \_\_\_\_\_

**1.2** Nationality \_\_\_\_\_

**1.3** Date of birth 

Day	Month	Year

 Gender M  F

**1.4** Home Office reference \_\_\_\_\_

**1.5** Passport number \_\_\_\_\_

**1.6** Any other names by which you have been known \_\_\_\_\_

**1.7** UK address. Please let us know immediately if this changes \_\_\_\_\_

**1.8** Post code \_\_\_\_\_

**1.9** Daytime telephone number \_\_\_\_\_

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7**. \_\_\_\_\_

Please provide your email address if you have one \_\_\_\_\_

**FLR(FT:WISS)**

Version 06/2006

Tick a box to show us why you are applying for an extension of stay in the UK under the Fresh Talent: Working in Scotland scheme

Currently have leave as a student.

Complete all sections

Currently have leave under

**FT:WISS and this was granted for less than the maximum period.**

Complete all sections

Currently have leave under the

**Science and Engineering Graduates Scheme (SEGS).**

Complete all sections

**This form is valid only for applications made on or after 22 June 2006**

**SECTION 2** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application.

Unless otherwise stated, the word 'partner' in this form includes a spouse, civil partner, unmarried or same-sex partner.

2.1

Do you have a partner and / or children under 18 living with you in the UK? Yes  No

If you have answered **yes** to question 2.1, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach partner's photographs here

Partner's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Marital Status: Spouse Civil partner Unmarried partner Same-sex partner (please circle) \_\_\_\_\_

Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach child's photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

**SECTION 3** *Your home and your finances*

**This section must be completed by all applicants**

**3.1** Is your home in the UK:

a) owned by you?	<input type="checkbox"/>	b) rented from a local authority by you?	<input type="checkbox"/>
c) privately rented by you?	<input type="checkbox"/>	d) owned or rented by a relative or friend?	<input type="checkbox"/>
e) other (please give details)			

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**3.2** Do you pay any rent or mortgage for your home? Yes  No

If so, how much each month? £

**3.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £

**3.4** Do you intend to seek and take employment in Scotland if you are granted leave as a FT:WISS participant? Yes  No

**3.5** Are you receiving, or have you received for your recent studies in the UK, sponsorship from your place of study, the Scottish Executive, the British Government, any other government, or an international scholarship agency? Yes  No

**3.6** 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 **3.6**, you must tick the relevant box(es) to show which of these are being received.

Housing and homelessness assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>

**SECTION 4** *Details about your application*

**This section must be completed as indicated by all applicants**

**4.1**

What is the full name and address of the place in Scotland where you have been studying for your HND, undergraduate degree, Master's degree or PhD (see **Note 1**)?

**Note 1:**

The details required here are of the organisation which awarded you the qualification referred to in part 1 of the guidance notes.

Post code

**4.2**

When did you begin your studies in the UK?

Day  Month  Year

**4.3**

Please provide your personal tutor's contact details including address, telephone number and email address.

Post code

**4.4**

Please state the title of your qualification.

\_\_\_\_\_

**4.5**

Please state the classification of your qualification e.g. HND, undergraduate or Master's degree or PhD.

\_\_\_\_\_

**4.6**

**Previous leave under FT:WISS** If you have previously been granted leave under FT:WISS, please state when this was granted and when it expires.

Leave granted:

\_\_\_\_\_

Leave expires:

\_\_\_\_\_

**SECTION 4** *Details about your application (continued)*

**4.7** **Previous leave under SEGS** If you have previously been granted leave under SEGS, please state when this was granted and when it expires (see **Note 2**)

Leave granted: \_\_\_\_\_

**Note 2:**  
Applicants are eligible for a maximum of 2 years leave under the FT:WISS and the SEGS combined.

Leave expires: \_\_\_\_\_

**4.8** How long did your course referred to at question **4.1** last?

Academic Years

\_\_\_\_\_

**4.9** How long did you live in Scotland during those studies?

Years

Months

\_\_\_\_\_

**4.10** Please give the address(es) you lived at in Scotland during your studies. Continue on a separate sheet if necessary.

Post code

Dates lived at the above address: From \_\_\_\_\_ until \_\_\_\_\_

Post code

Dates lived at the above address: From \_\_\_\_\_ until \_\_\_\_\_



## SECTION 5 *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

- 5.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

If you have answered **Yes** to question **5.1** above please give details below for each sentence starting with the most recent ones - but first see **Note 3** below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered **No** please go to question **5.2**.

**Note 3 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

- 5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

- 5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

- 5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

- 5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

**SECTION 5** *Personal history (continued)*

**5.6** Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

*If you have answered yes to question 5.2, 5.3, 5.4, 5.5 or 5.6 above please give further details in the space provided below. If you need more space, continue on a separate sheet.*

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **5.3** and **5.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

**Genocide**

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

**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.

**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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

## SECTION 6 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes next to the relevant items to show the documents and photographs you are providing. You must provide all the relevant items.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes contains information about photographs.

<p><b>Note 4:</b> You must provide documents of the kind described below as evidence of where you have lived:</p> <ul style="list-style-type: none"> <li>• telephone bills or statements</li> <li>• gas bills or statements</li> <li>• electricity bills or statements</li> <li>• tenancy agreements</li> <li>• credit card statements</li> <li>• bank or building society statements or passbooks</li> <li>• letters from your place of study</li> <li>• government departments or agencies</li> <li>• local health authorities</li> <li>• mobile telephone bills or statements.</li> </ul>	<p>Two recent passport-size photographs of yourself with your name written on the back of each photograph.</p> <p>Two recent passport-size photographs of each dependant applying for an extension of stay in the UK with you (see section 2), with their name written on the back of the photographs.</p> <p>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.</p> <p>Current passport(s) or travel document(s) for each dependant applying for an extension of stay in the UK with you (see section 2). If they last entered on a previous passport(s) or travel document(s), please also provide these documents if you have them.</p> <p>Your police registration certificate (if you have been asked to register with the police).</p> <p>The police registration certificate(s) for each dependant who is applying for an extension of stay in the UK with you (if they have been asked to register with the police).</p> <p>Documents showing that you have been awarded an HND or a UK recognised undergraduate degree, Master's degree or PhD by a relevant Scottish institution. If you have graduated, you must provide your original HND or degree certificate. If you are awaiting graduation, you must provide a signed letter from your personal tutor confirming that you have been awarded a qualification from a Scottish institution and are awaiting graduation.</p> <p>If you have answered <b>yes</b> to question <b>3.5</b>, a document confirming that your sponsor or former sponsoring authority consents to your remaining in the UK under FT:WISS.</p> <p>Documents showing that you have lived in Scotland for a suitable period during your studies (see <b>Note 4</b>).</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p><b>Note 5:</b> The documents showing the funds available to you should cover at least the last 3 months. We do not accept cashpoint printouts and internet bank statements as evidence of funds.</p>	<p>Document(s) showing that you intend to seek and take employment in Scotland.</p> <p>Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but please don't send us travellers cheques or credit cards). If a parent, relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see <b>Note 5</b>).</p>	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p>

**You must now complete Section 7**

**SECTION 7** *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.**

I hereby apply for an extension of stay 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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate may also use the information provided by me for training purposes.

In addition, I understand that if my application is successful, my personal details will be passed to the Scottish Executive for research purposes and that the Scottish Executive will contact me periodically during my stay in Scotland.

**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 the 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.**

Signed

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Date

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IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** Applicant's details

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_  
 Full name (as shown on passport or travel document) \_\_\_\_\_  
 Surname \_\_\_\_\_

**1.2** Nationality \_\_\_\_\_

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference \_\_\_\_\_

**1.5** Passport number \_\_\_\_\_

**1.6** Any other names by which you have been known \_\_\_\_\_

**1.7** UK address. Please let us know immediately if this changes \_\_\_\_\_

**1.8** Post code \_\_\_\_\_

**1.9** Daytime telephone number \_\_\_\_\_

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7** \_\_\_\_\_

Post code \_\_\_\_\_

FLR (0) Version 06/2006

**FLR(0)**

Version 06/2006

Tick a box to show us why you are applying for an extension of stay in the UK.

**Visitor**   
 Complete all sections except section 2.

**Overseas qualified nurse or midwife**   
 Complete all sections

**Postgraduate doctor or dentist**   
 Complete all sections

**Au pair**   
 Complete all sections except section 2.

**UK ancestry**   
 Complete all sections

**Employment not requiring a work permit**   
 Complete all sections

**Writer, composer or artist**   
 Complete all sections

**Private medical treatment**   
 Complete all sections except section 2.

**Dependants of exempt HM Forces**   
 Complete all sections

**Other purposes/ reasons not covered by other application forms**   
 Complete all sections

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application. Unless otherwise stated, the word 'partner' in this form includes a spouse, civil partner, unmarried partner or same-sex partner.

If you are applying in the visitor, au pair or private medical treatment categories, you may not include dependants in your application and should not complete this section - see part 3 of the guidance notes.

**2.1**

Do you have a partner and / or children under 18 living with you in the UK? Yes  No

If you have answered **yes** to question **2.1**, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach partner's photographs here	Partner's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you:	Spouse	Civil partner	Unmarried partner
Do you and/or any dependants included in this application intend to settle in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>				
If <b>no</b> , when do you and/or your dependants intend to leave the UK?				

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you	_____		

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you	_____		

**SECTION 2** Family details (continued)

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here

## SECTION 3 *Your home and your finances*

**This section must be completed by all applicants.**

**3.1** Is your home in the UK: a) owned by you?  b) rented from a local authority by you?   
c) privately rented by you?  d) owned or rented by a relative or friend?   
e) other (please give details)

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

**3.3** Are you working in the UK? Yes  No   
If so, what is your net pay each month? £

**3.4** 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? £

**3.5** 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 **3.5**, you must tick the relevant box(es) to show which of these are being received.

Housing and Homelessness Assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>



## SECTION 4 *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**4.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered Yes to question 4.1 above please give details below for each sentence starting with the most recent one - but first see Note 1 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No to question 4.1, please go to question 4.2.*

**Note 1 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about that Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

**4.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**4.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**4.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**4.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

## SECTION 4 *Personal history (continued)*

- 4.6 Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

If you have answered **yes** to question **4.2, 4.3, 4.4, 4.5** or **4.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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### REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

#### Definitions

For the purposes of answering questions **4.3** and **4.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

#### Genocide

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

#### 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.

#### 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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

## SECTION 5 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 5A-5K below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 5A next to the relevant items to show the documents and photographs you are providing. You must also tick one of the boxes in sections 5B-5K next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes contains more information about photographs.

<b>5 A</b>	Two recent passport-size photographs of yourself with your name written on the back of each photograph.	<input type="checkbox"/>
	Two recent passport-size photographs of each dependant applying for an extension of stay in the UK with you (see section 2), with their name written on the back of the photographs.	<input type="checkbox"/>
	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.	<input type="checkbox"/>
<b>Note 2:</b> <b>The documents showing the funds available to you should cover at least the last 3 months.</b>	Current passport(s) or travel document(s) for each dependant applying for an extension of stay in the UK with you (see section 2). If they last entered the UK on a previous passport(s) or travel document(s), please also provide these documents if you have them.	<input type="checkbox"/>
	Your police registration certificate (if you have been asked to register with the police).	<input type="checkbox"/>
	The police registration certificate(s) for each dependant applying for an extension of stay in the UK with you (if they have been asked to register with the police).	<input type="checkbox"/>
	Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but please don't send us travellers cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see <b>Note 2</b> ).	<input type="checkbox"/>
	<hr/>	
<b>5 B</b>	<b>If you are applying as a visitor:</b>	<input type="checkbox"/>
	evidence that you have the ability to maintain and accommodate yourself and your dependants without recourse to public funds and without taking employment. The evidence must be formal documents such as bank statements, a building society passbook or wage slips (see <b>Note 2</b> ). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation.	
	<hr/>	
<b>5 C</b>	<b>If you are applying as an overseas qualified nurse or midwife:</b>	<input type="checkbox"/>
	(a) evidence that you have obtained confirmation from the Nursing and Midwifery Council (NMC) that you have been accepted on the Overseas Nurses Programme, and	
	(b) evidence that you have been offered a supervised practice placement or adaptation training through an education provider that is recognised by the NMC.	

## SECTION 5 *Documentary evidence (continued)*

5 D

**If you are applying as a postgraduate doctor or dentist:**

**Note 3:**  
You must have been granted leave as a student for at least 2 years in order to study for this degree.

**Note 4:**  
3 years is the maximum period of stay allowed in this category.

- a) Evidence that you have obtained a recognised UK degree in medicine or dentistry from an appropriate UK institution (see **Note 3**); and
- b) a letter from your Postgraduate Dean confirming that you have a full-time place on a recognised Foundation Programme; and
- c) if your studies, at medical or dental school or subsequently, were sponsored by a government or an international sponsorship agency, a document confirming that your sponsor consents to your continuing stay in the UK as a postgraduate doctor or dentist; and
- d) a signed statement that, unless you have been granted leave in another permitted capacity, you intend to leave the UK no later than 3 years from the date on which you were given leave to enter or remain as a postgraduate doctor or dentist (see **Note 4**).

5 E

**If you are applying as an au pair:** a letter from the family you are staying with giving details of your employment.

5 F

**If you are a Commonwealth citizen aged 17 or over, one of your grandparents was born in the UK and Islands and you are applying for an extension of stay because of your UK ancestry:**

- (a) your full birth certificate (which will show your parents' names); and
- (b) evidence that one of your grandparents was born in the UK and 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; and
- (c) evidence that you are able to work and intend to take or seek employment in the UK.

5 G

**If you have previously been given leave to enter or remain in the UK in one of the following categories of employment not requiring a work permit, and you are applying for an extension of stay in the same category,**

document(s) from your employer confirming that your work is continuing and that you are still needed for the same work.

- a) Minister of religion, missionary or member of a religious order (see **Notes 5 and 6**);
- b) Visiting religious worker or a religious worker in a non-pastoral role (see **Note 5**);
- c) Representative of an overseas newspaper, news agency or broadcasting organisation;
- d) Private servant in a diplomatic household;
- e) Overseas government employee;
- f) Teacher or language assistant coming under an approved exchange scheme;
- g) Airport based operational staff of an overseas-owned airline;
- h) Domestic worker in a private household.

**Note 5:**

For ministers of religion, missionaries, members of a religious order, visiting religious workers or religious workers in a non-pastoral role, this document may be from the leadership of your church or the head of your religious order, rather than your employer.

**Note 6:**

If you entered the UK with an entry clearance as a minister of religion on or after 23 August 2004, or if you are someone who did not enter the UK as a minister of religion, you must provide an International English Language Testing System certificate to certify that you have achieved level 4 competence in spoken English, and dated no more than 2 years prior to your application.

**SECTION 5** *Documentary evidence (continued)*

**5 H**

**If you are applying as a writer, composer or artist:**

document(s) showing that you are able to support yourself and any dependants from your own funds without working except as a writer, composer or artist.

**5 I**

**If you are applying as a visitor receiving private medical treatment:**

**Note 7:**  
**Visitors are not allowed to stay in the United Kingdom to receive free medical treatment on the National Health Service.**

- (a) document(s) from a registered medical practitioner who holds a National Health Service (NHS) consultant post or who appears in the Specialist Register of the General Medical Council, showing satisfactory arrangements for private medical consultation or treatment, how long it is likely to last and, where treatment has already begun, evidence as to its progress (see **Note 7**); and
- (b) receipts for payment for any treatment you have received; and
- (c) a signed statement that you intend to leave the UK at the end of your treatment.

**5 J**

**If your spouse or civil partner (see Note 8) is exempt from UK immigration control as a member of HM Forces, and you are applying on the basis of your spouse or civil partner's service in HM Forces:**

**Note 8:**  
**This category does not include unmarried partners or same-sex partners.**

a letter from your spouse or civil partner's unit confirming the date they enlisted and their expected final date of service with HM Forces.

**If your spouse or civil partner (see Note 8) is not serving with HM Forces but they are exempt from UK immigration control on the basis of their armed forces training, posting or service in the UK or as a member of a designated international headquarters or defence organisation:**

a letter from your spouse or civil partner's unit or employer confirming the start date of their training, posting or service in the UK and the expected end date of this period of training, posting or service in the UK.

**5 K**

**If you are applying for an extension of stay in the UK for any other purposes or reasons:**

a letter or other document explaining why you should be given an extension of stay. You must give full details in the box below and provide any relevant document(s) to support your case. If you need more space than is given below, continue on a separate sheet and provide it with your application.

**You must now complete Section 6**

**SECTION 6** *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.**

I hereby apply for an extension of stay 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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_



**Home Office**

IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** *Applicant's details*

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are children under the age of 18 included in the application, their personal details should be entered at **2.2**

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other)

Full Name (as shown on passport or travel document)

Surname

**1.2** Nationality

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference

**1.5** Passport number

**1.6** Any other names by which you have been known

**1.7** UK address. Please let us know immediately if this changes

**1.8** Post code

**1.9** Daytime telephone number

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7**

Post code

SET 06 Version 06/2006

**SET(M)**

Version 06/2006

Tick a box to show us why you are applying for indefinite leave to remain in the UK.

Spouse or civil partner of a person present and settled in the UK.

*Complete sections as instructed*

Unmarried partner or same-sex partner of a person present and settled in the UK.

*Complete sections as instructed*

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** *Family details - please see guidance notes before completing*

**2.1**

**Your partner's details.** Unless otherwise stated, the word 'partner' in this form means your spouse, civil partner, unmarried or same-sex partner.

Attach partner's photograph here

Partner's full name \_\_\_\_\_  
 Nationality \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Day | Month | Year  
 Gender M  F   
 Relationship \_\_\_\_\_  
 How long has he/she lived in the UK?  
 Years: \_\_\_\_\_ Months: \_\_\_\_\_

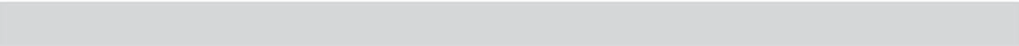
His/her name at birth if different, and other names by which he/she has been known. \_\_\_\_\_

**This section is where you give details of any children under 18 included in the application - please see guidance notes before completing.**

**2.2**

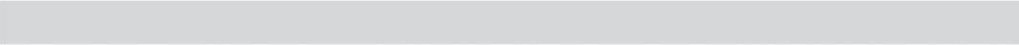
Do you, or your partner, have any children under 18 from your marriage, civil partnership or relationship, or from previous relationships, who are dependent on you or your partner? Yes  No

If you have answered **yes** to question 2.2, and they are applying for an extension of stay as your dependants, please give their details below. If you need more space, continue on another sheet and provide it with your application.



Attach child's photographs here

Child's full name \_\_\_\_\_  
 Nationality \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Day | Month | Year  
 Do they live with you in the UK? Yes  No   
 Gender M  F   
 Who pays for their support? \_\_\_\_\_  
 Relationship to you \_\_\_\_\_ Relationship to your partner \_\_\_\_\_



Attach child's photographs here

Child's full name \_\_\_\_\_  
 Nationality \_\_\_\_\_  
 Date of birth \_\_\_\_\_  
 Day | Month | Year  
 Do they live with you in the UK? Yes  No   
 Gender M  F   
 Who pays for their support? \_\_\_\_\_  
 Relationship to you \_\_\_\_\_ Relationship to your partner \_\_\_\_\_



**SECTION 2** Family details (continued)

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

Attach  
child's  
photographs here

Child's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

Day	Month	Year

 Gender M  F

Do they live with you in the UK? Yes  No

Who pays for their support? \_\_\_\_\_

Relationship to you

Relationship to your partner

**SECTION 3** *Your home and your finances*

**This section must be completed by all applicants.**

**3.1** Is your home in the UK:

a) owned by you or your partner or both?  b) rented from a local authority by you or your partner or both?

c) privately rented by you or your partner or both?  d) owned or rented by a relative or friend?

e) other (please give details) \_\_\_\_\_

**3.2** Do you or your partner, or both, pay any rent or mortgage for your home? Yes  No

If so, how much each month? £ \_\_\_\_\_

**3.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £ \_\_\_\_\_

**3.4** Is your partner working in the UK? Yes  No

If so, what is his/her net pay each month? £ \_\_\_\_\_

**3.5** 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? £ \_\_\_\_\_

**3.6** Are you or your partner 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 **3.6**, you must tick the relevant box(es) to show which of these are being received.

	You	Partner		You	Partner
Housing and homelessness assistance	<input type="checkbox"/>	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION 4** *Previous addresses*

**You must complete this section if you or your partner have lived at an address other than that given at question 1.7 at any time in the past 2 years.**

**4.1**

Please state any other addresses you and your partner have lived at during the past 2 years. Continue on a separate sheet if necessary.

Address   
  
  
  
Post code   
From  Until

Address   
  
  
  
Post code   
From  Until

Address   
  
  
  
Post code   
From  Until

Address   
  
  
  
Post code   
From  Until

**SECTION 5** *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**5.1** Do you or any dependants included in this application have any criminal convictions in the UK Yes  No   
or any other country (including traffic offences) or any civil judgements made against you?

*If you have answered Yes to question 5.1 above please give details below for each sentence starting with the most recent one - but first see Note 1 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No please go to question 5.2.*

**Note 1 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

First sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

Second sentence

Name of person sentenced \_\_\_\_\_  
Nature of offence \_\_\_\_\_  
Date sentenced \_\_\_\_\_  
Sentence given \_\_\_\_\_  
Country where sentenced \_\_\_\_\_

**5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

## SECTION 5 *Personal history (continued)*

- 5.6 Have you or any dependants in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

If you have answered **yes** to question 5.2, 5.3, 5.4, 5.5 or 5.6 above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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### **REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

#### **Definitions**

For the purposes of answering questions 5.3 and 5.4, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

#### **Genocide**

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

#### **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.

#### **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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

**SECTION 6** *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 6A-6B below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes next to the relevant items to show the documents and photographs you are providing. You must provide all the relevant items. If section 6B applies to you, you must tick the box and provide all the documents relevant to that section.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Part 5 of the guidance notes contains information about photographs.

<p><b>6 A</b></p> <p><b>Note 2:</b> The document(s) must be either</p> <ul style="list-style-type: none"> <li>• Your partner's current passport or travel document; or</li> <li>• If your partner is a <u>British citizen without a passport, his/her full birth certificate (showing the parents' names), accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years; or</u></li> <li>• If your partner is a <u>non-British citizen without a passport, a Home Office letter or other document showing that he/she has been granted indefinite leave to enter or remain in the UK, accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years.</u></li> </ul> <p>The following are examples of formal documents that may be provided as evidence of ordinary residence for the last three years: notice of Income tax coding, driving licence, building society passbook/bank statements, National Insurance or National Health Service registration issued by the Department for Work and Pensions or a local health authority.</p>	<p>Two recent passport -size photographs of yourself with your name written on the back of each photograph. <input type="checkbox"/></p> <p>A recent passport-size photograph of your partner with their name written on the back of the photograph. <input type="checkbox"/></p> <p>Two recent passport-size photographs of each dependent child applying for indefinite leave to remain in the UK with you (see section 2) with their name written on the back of the photographs. <input type="checkbox"/></p> <p>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. <input type="checkbox"/></p> <p>Current passport(s) or travel document(s) for each dependent child applying for indefinite leave to remain in the UK with you (see section 2). If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them. <input type="checkbox"/></p> <p>A full birth certificate (i.e. one which shows the parents' names) for each dependent child of your present marriage or civil partnership or relationship who is applying for indefinite leave to remain in the UK with you. <input type="checkbox"/></p> <p>Document(s) showing that your partner is present and settled in the UK (see <b>Note 2</b>). <input type="checkbox"/></p> <p>List any such document(s) in this box (continue on another sheet if necessary). <input style="width: 300px; height: 80px;" type="text"/></p> <p>Evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips for you and/or your partner (but please don't send us travellers cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see <b>Note 3</b>). <input type="checkbox"/></p>
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**Note 3:** The documents showing the funds available to you should cover at least the last 3 months. We do not accept Internet or cashpoint statements as evidence of funds.

**SECTION 6** *Documentary evidence (continued)*

You must now provide documents showing that your marriage, civil partnership or relationship subsists (see **Note 4**).

**Note 4:**

We need documentary evidence indicating that you and your partner are still living together as a couple and have done so during the past two years. Ideally, this evidence should indicate joint commitments in your finances, other responsibilities and social activities spread across the past 2 years/ 24 months.

Items of correspondence or other documentary evidence from sources of the kind listed below would be acceptable. These should be divided fairly equally between each of the two years, and be addressed jointly in both your names wherever possible. If you do not have any or enough in your joint names, items addressed to each of you individually may be acceptable, provided they show the same address and you provide roughly the same number of items in each of your names.

The items of evidence should be from at least 5 different official sources. Ideally, a total of 20 items of evidence should be provided. If you are not able to do that, please provide at least 10 times.

Please give an explanation if you cannot provide at least 10 items and/or if the evidence is not in your joint names and/or it is not spread over the 24 month period as indicated. An explanation must also be provided for any periods of when you did not live together, as well as evidence in support of the explanation and evidence to show how you maintained contact with each other during this time.

Your application could be delayed or even refused if you do not provide enough evidence of this kind.

- telephone bills or statements
- gas bills or statements
- electricity bills or statements
- water rates bills or statements
- council tax bills or statements
- mortgage statements or agreement
- bank or building society statements/passbooks
- tenancy agreement
- insurance policies/certificates or other correspondence
- loan agreements
- AA, RAC or similar membership
- membership of sports or social clubs
- membership of a religious organisation
  
- correspondence from government departments or agencies (eg HM Revenue and Customs, Inland Revenue, Department for Work and Pensions) including evidence that you have declared your relationship to the appropriate government bodies.
  
- correspondence from GP or local health authority (eg: NHS card, correspondence about ante-natal and post-natal treatment, letter confirming registration with a dentist, etc - providing these documents show your home address and the date first registered)

**6 B**

If you are applying as a civil partner and have not previously been given leave to enter or remain in this category:

- a) Your civil partnership certificate
- b) If you have been married or in a civil partnership before, document(s) showing that you were free to form a civil partnership with your present partner (see **Note 5**). List any such documents in this box.

- c) If your partner has been married or in a civil partnership before, documents showing that they were free to form a civil partnership with you (see **Note 5**.) List any such document(s) in this box.

**Note 5:**  
The document(s) must be formal documents such as a decree absolute or final dissolution (or other confirmation of the legal dissolution of the relationship) or a death certificate

**You and your partner must now complete Section 7**

**If you are applying as a spouse or civil partner**

**You and your spouse or civil partner must now read the declarations below and sign them. They must be signed by you (the applicant) and your spouse or civil partner and not by a representative or other person acting on your behalf.**

**By the applicant:**

I hereby apply for indefinite leave to remain in the UK for myself and any dependent children listed in this form on the basis of my marriage to, or civil partnership with, the person who has signed the declaration below. I declare that we are still married, that we are living together as husband and wife and intend to do so permanently, or that we are still registered in a civil partnership, that we are living together as civil partners and intend to do so permanently. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself, my spouse or civil partner and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**By the applicant's spouse or civil partner:**

I confirm that I am the spouse or civil partner of the applicant. I declare that we are still married and that we are living together as husband and wife and intend to do so permanently, or that we are still the civil partners of one another and that we are living together as civil partners and that we intend to do so permanently.

**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 am also aware that it is an offence under that Act (as amended) to do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect.**

Signed \_\_\_\_\_ Date \_\_\_\_\_



**SECTION 7** *Declarations*

**If you are applying as an unmarried or same-sex partner**

**You and your unmarried or same-sex partner must now read the declarations below and sign them. They must be signed by you (the applicant) and your partner and not by a representative or other person acting on your behalf.**

**By the applicant:**

I hereby apply for indefinite leave to remain in the UK for myself and any dependent children listed in this form on the basis of my relationship with the person who has signed the declaration below. I declare that we are still living together in a relationship akin to marriage or a same-sex relationship, and that we intend to do so permanently. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself, my partner and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**By the applicant's unmarried or same-sex partner:**

I confirm that I am the unmarried or same-sex partner of the applicant. I declare that we are still living together in a relationship akin to marriage, or a same-sex relationship, and that we intend to do so permanently.

**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 am also aware that it is an offence under that Act (as amended) to do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect.**

Signed \_\_\_\_\_ Date \_\_\_\_\_



Home Office

IMMIGRATION & NATIONALITY DIRECTORATE

**SECTION 1** *Applicant's details*

Attach applicant's photographs here

The personal details of the main applicant are to be entered at **1.1** to **1.9**. Where there are dependants of the main applicant, their personal details should be entered in section 3.

Is a representative assisting you with your application? Yes  No

If **yes** please insert their OISC Registration Number if they have one.

**APPLICANT'S DETAILS**

**1.1** Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full Name (as shown on passport or travel document) \_\_\_\_\_  
 \_\_\_\_\_

Surname \_\_\_\_\_

**1.2** Nationality \_\_\_\_\_

**1.3** Date of birth  Day  Month  Year  Gender M  F

**1.4** Home Office reference \_\_\_\_\_

**1.5** Passport number \_\_\_\_\_

**1.6** Any other names by which you have been known \_\_\_\_\_  
 \_\_\_\_\_

**1.7** UK address. Please let us know immediately if this changes \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**1.8** Post code \_\_\_\_\_

**1.9** Daytime telephone number \_\_\_\_\_

**1.10** The address to which you would like us to return your documents and send any letters about your application, if different from that at **1.7** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Post code \_\_\_\_\_

SET 07 Version 06/2006

**SET(F)**

Version 06/2006

Tick a box to show us why you are applying for **Indefinite leave to remain in the UK as a family member (other than as the spouse, civil partner, unmarried or same-sex partner) of a person present and settled in the UK.**

Child under the age of 18 of a parent, parents or a relative present and settled in the UK   
*Complete all except sections 2 and 3*

Adopted child under the age of 18 of a parent or parents present and settled in the UK   
*Complete all except sections 2 and 3*

Parent, grandparent or other dependent relative aged over 18 of persons present and settled in the UK.   
*Complete all sections*

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** *Your relatives and support outside the UK*

**This section must only be completed if you are applying as a parent, grandparent or other dependent relative aged over 18.**

**2.1**

Do you have any close relatives living outside the UK?

Yes

No

If you have answered **yes** to question **2.1**, please give their details below. If you need more space continue on another sheet and provide it with your application.

Full name

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Relationship to you

---

Country where they live

---

Full name

---

Relationship to you

---

Country where they live

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Full name

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Relationship to you

---

Country where they live

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Full name

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Relationship to you

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Country where they live

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**2.2**

Who looked after you financially before you came to the UK?

Full name

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Relationship to you

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Country where they live

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**SECTION 3** Family details (please see guidance notes before completing)

This is where you give details of any dependants included in the application. This section must only be completed if you are applying as a parent, grandparent or other dependent relative aged over 18.

**3.1**

Do you have a spouse or civil partner and/or children under 18 living with you in the UK?

Yes  No

If you have answered **yes** to question **3.1**, and they are applying for indefinite leave to remain as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach spouse or civil partner's photographs here	Spouse or civil partner's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you:	Spouse	Civil partner	(please circle)

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you	_____		

Attach child's photographs here	Child's full name	_____		
	Nationality	_____		
	Date of birth	_____	Gender	_____
	Day	Month	Year	M <input type="checkbox"/> F <input type="checkbox"/>
	Relationship to you	_____		

**SECTION 4** *Details of your sponsor and his / her home and finances*

**This section must be completed by all applicants.**

**4.1** What is the full name of your sponsor (the relative you are applying for indefinite leave to remain with in the UK)? \_\_\_\_\_

**4.2** What is your sponsor's relationship to you? \_\_\_\_\_

**4.3** What is your sponsor's nationality? \_\_\_\_\_

**4.4** Is your sponsor's home in the UK:

a) owned by your sponsor?	<input type="checkbox"/>	b) rented from a local authority by your sponsor?	<input type="checkbox"/>
c) privately rented by your sponsor?	<input type="checkbox"/>	d) owned or rented by a relative or friend?	<input type="checkbox"/>
e) other (please give details) _____			

**4.5** Does your sponsor pay any rent or mortgage for his/her home? Yes  No

If so, how much each month? £ \_\_\_\_\_

**4.6** How many rooms are there for your use? \_\_\_\_\_

**4.7** How many other people live in your sponsor's home? \_\_\_\_\_

**4.8** Will your sponsor be supporting you and all your dependants from his/her own money? Yes  No

**4.9** What percentage of your total weekly or monthly finances will be provided by your sponsor? \_\_\_\_\_ %

**4.10** Did your sponsor provide financial support to you while you were living in your home country? Yes  No

If so, for how long did they provide this support? \_\_\_\_\_

**4.11** Did you have any source of income of your own while you were living in your home country? Yes  No

If **yes**, please give details. \_\_\_\_\_

**4.12** Did you receive financial support from anyone else while you were living in your own country? Yes  No

If so, how much and from whom? £ \_\_\_\_\_

**SECTION 4** *Details of your sponsor and his / her home and finances (continued)*

**This section must be completed by all applicants.**

**4.13**

Is your sponsor working in the UK?

Yes  No

If so, what is their net pay each month? £

**4.14**

Does he/she regularly receive any other money?

Yes  No

If so, how much does he/she receive each month? £

**4.15**

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 **4.15**, you must tick the relevant box(es) to show which of these are being received.

Housing and homelessness assistance

Social Fund payment

Attendance Allowance

Council Tax Benefit

Severe Disablement Allowance

Child Benefit

Carer's Allowance

Income based Jobseeker's Allowance

Disability Living Allowance

Housing Benefit

Income Support

State Pension Credit

Working Tax Credit

Child Tax Credit

**SECTION 5** *Details of your personal circumstances*

**This section must be completed by all applicants.**

**5.1** Are you:      Single      Married      Divorced      Widowed      (please circle)

**5.2** Are you currently in good health?      Yes       No   
If not, please give details below.

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**5.3** Please provide details of any compelling or compassionate factors that you would like the Home Office to take into consideration. Please continue on a separate sheet if necessary.

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**5.4** Who owned the house in which you lived in your home country?

**5.5** How many rooms are there in that house?

**5.6** Is the house in a good state of repair?      Yes       No

**5.7** Did you live alone?      Yes       No

If not, who lived with you and why can that arrangement not continue? Please explain below, continuing on a separate sheet if necessary.

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## SECTION 6 *Personal history*

**This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.**

**6.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

*If you have answered Yes to question 6.1 above please give details below for each sentence starting with the most recent one - but first see Note 1 below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered No please go to question 6.2.*

**Note 1 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about that Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

**6.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**6.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? Yes  No   
**For help in answering this question, please read the information on the next page.**

**6.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**6.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No



**SECTION 6** *Personal history (continued)*

6.6

Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character?

Yes

No

If you have answered **yes** to question **6.2, 6.3, 6.4, 6.5 or 6.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **6.3** and **6.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

**Genocide**

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

**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.

**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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

## SECTION 7 *Documentary evidence*

The documents and photographs needed in support of your application, as well as those of any dependants included in your application, are listed in sections 7A-7D below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 7A next to the relevant items to show the documents and photographs you are providing. You must also tick one of the boxes in sections 7B-7D next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 3 of the form in the spaces provided. Part 5 of the guidance notes contains information about photographs.

**7 A** Two recent passport-size photographs of yourself with your name written on the back of each photograph.

Two recent passport-size photographs of each dependant applying for indefinite leave to remain in the UK with you (see section 3), with their name written on the back of the photographs.

**Note 2:**  
The document(s) must be from a Registered Medical Practitioner or General Practitioner. These must contain information about the nature of your illness, the treatment required and its estimated duration.

Your current passport(s) or travel document(s). If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.

Current passport(s) or travel document(s) for each dependant applying for indefinite leave to remain in the UK with you (see section 3). If they last entered the UK on a previous passport(s) or travel document(s), please also provide these documents if you have them.

Passport for your sponsor in the UK.

Your police registration certificate (if you have been asked to register with the police).

The police registration certificate(s) for each dependant applying for indefinite leave to remain in the UK with you (if they have been asked to register with the police).

Document(s) from your sponsor confirming the support that they have provided for you over the last 6 months i.e. credit transfer slips.

**Note 3**  
The documents showing the funds available to you should cover at least the last three months. We do not accept internet or cashpoint statements as evidence of funds.

Document(s) showing the relationship between you and your sponsor e.g. full birth certificates.

Document(s) showing your sponsor's status in the United Kingdom e.g. passport or full birth certificate.

Document(s) showing any medical conditions for which you require medical treatment (see **Note 2**).

Evidence that you can and will be maintained and accommodated without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips for your sponsor-but please don't send us travellers cheques or credit cards (see **Note 3**).

**7 B** If you are a child, your full birth certificate (i.e. one which shows your parents' names).

**7 C** If you are an adopted child, your adoption order.

**7 D** If you are the parent, grandparent or other dependent relative aged over 18 of a person present and settled in the UK:  
1. Document(s) showing that you are wholly or mainly financially dependent on your sponsor; and  
2. Your sponsor must complete the sponsorship undertaking in section 9.

**SECTION 8** *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.**

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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

**SECTION 9** Sponsor's undertaking

The sponsor giving this undertaking must be resident in the United Kingdom (see Note 4).

**SPONSORED PERSON'S (ie APPLICANT'S) DETAILS**

Full name of sponsored person			
Date & place of birth of sponsored person	Day	Month	Year
Full address of sponsored person in the United Kingdom			
Post code			
Nationality of sponsored person			

**SPONSOR'S UNDERTAKING**

Full name of sponsor			
Date of birth of sponsor	Day	Month	Year
Full address of sponsor in the United Kingdom			
Post code			
Sponsor's employer's details (company name & address)			
Post code			
Sponsor's National Insurance Number			

I hereby undertake that if the sponsored person named above is granted leave to enter or remain in the UK on a permanent basis, I shall be responsible for his/her maintenance and accommodation in the UK throughout the period of leave and any variation of it. I understand that this undertaking shall be made available to the Department for Work and Pensions in the UK who will take appropriate steps to recover from me the cost of any income support paid to or in respect of the sponsored person named above. I also understand that the Home Office may take appropriate action to recover from me amounts attributable to any support provided under Section 95 of the Immigration and Asylum Act 1999 (support for asylum seekers) to the sponsored person named above. I further understand that I may be committing a criminal offence and liable to prosecution if, after I have given this undertaking, I do not support the sponsored person named above and income support (under social security legislation) and/or support for asylum seekers (under immigration legislation) is provided to or in respect of the sponsored person named above.

Signed

Date

**Note 4: The sponsor should provide evidence that he/she lives at the address given above. This evidence should include one or more documents from the list below. Please note that applicants must also provide evidence of their sponsor's ability to maintain and accommodate them without recourse to public funds – this is specified in Section 7 of this form.**

- Certified copy of deeds of sponsor's house
- Letter from building society/bank confirming they hold a mortgage for the sponsor
- Housing association/council rent book or other council letter confirming address of sponsor
- Bill from a utility company (gas, water etc.)
- Local authority letter (council tax)
- Letter from any government department



Home Office

IMMIGRATION & NATIONALITY DIRECTORATE

SECTION 1 Applicant's details

Attach applicant's photographs here

The personal details of the main applicant are to be entered at 1.1 to 1.9. Where there are dependants of the main applicant, their personal details should be entered at section 2.

Is a representative assisting you with your application? Yes [ ] No [ ]

If yes please insert their OISC Registration Number if they have one. [ ]

APPLICANT'S DETAILS

1.1 Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full Name (as shown on passport or travel document) \_\_\_\_\_

Surname \_\_\_\_\_

1.2 Nationality \_\_\_\_\_

1.3 Date of birth [Day][Month][Year] Gender M [ ] F [ ]

1.4 Home Office reference \_\_\_\_\_

1.5 Passport number \_\_\_\_\_

1.6 Any other names by which you have been known \_\_\_\_\_

1.7 UK address. Please let us know immediately if this changes \_\_\_\_\_

1.8 Post code \_\_\_\_\_

1.9 Daytime telephone number \_\_\_\_\_

1.10 The address to which you would like us to return your documents and send any letters about your application, if different from that at 1.7 \_\_\_\_\_

Post code \_\_\_\_\_

SET(0)

Version 06/2006

Tick a box to show us why you are applying for indefinite leave to remain in the UK.

Work permit holder [ ]

Complete all sections

Employment not requiring a work permit [ ]

Complete all sections

Writer, composer or artist [ ]

Complete all sections

UK ancestry [ ]

Complete all sections

Highly skilled migrant [ ]

Complete all sections

Ex HM Forces [ ]

Complete all except sections 3 and 4

Long residence in the UK [ ]

Complete all except sections 2 and 3

Victim of domestic violence [ ]

Complete all except sections 3 and 4

Other purposes/reasons not covered by other application forms. [ ]

Complete all sections

This form is valid only for applications made on or after 22 June 2006

**SECTION 2** Family details - please see guidance notes before completing

This is where you give details of any dependants included in the application. Unless otherwise stated, the word 'partner' in this form means a spouse, civil partner, unmarried partner or same-sex partner.

If you are applying in the long residence category, you may not include dependants in your application and should not complete this section - see part 3 of the guidance notes.

2.1

Do you have a partner and/or children under 18 living with you in the UK? Yes  No

If you have answered **yes** to question 2.1, and they are applying for indefinite leave to remain as your dependants, please give their details below. If you need more space continue on another sheet and provide it with your application.

Attach partner's photographs here	Partner's full name	<hr/>		
	Nationality	<hr/>		
	Date of birth	Gender		
	Day      Month	Year	M	F
	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to you: Spouse   Civil partner   Unmarried partner   Same-sex partner (please circle)				
<hr/>				

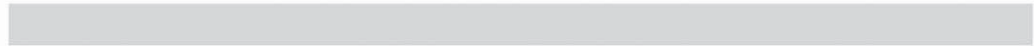
Attach child's photographs here	Child's full name	<hr/>		
	Nationality	<hr/>		
	Date of birth	Gender		
	Day      Month	Year	M	F
	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to you				
<hr/>				

Attach child's photographs here	Child's full name	<hr/>		
	Nationality	<hr/>		
	Date of birth	Gender		
	Day      Month	Year	M	F
	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relationship to you				
<hr/>				

**SECTION 2** *Family details (continued)*

Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here



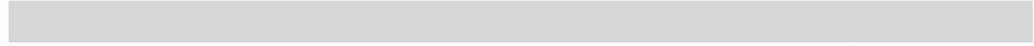
Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here



Child's full name \_\_\_\_\_  
Nationality \_\_\_\_\_  
Date of birth \_\_\_\_\_ Gender \_\_\_\_\_  
Day Month Year M  F   
Relationship to you \_\_\_\_\_

Attach  
child's  
photographs here



## SECTION 3 *Your home and your finances*

This section should not be completed if you are applying in any of the following categories: ex HM Forces, long residence in the UK or victim of domestic violence.

**3.1** Is your home in the UK:

a) owned by you?	<input type="checkbox"/>	b) rented from a local authority by you?	<input type="checkbox"/>
c) privately rented by you?	<input type="checkbox"/>	d) owned or rented by a relative or friend?	<input type="checkbox"/>
e) other (please give details)			

**3.2** Do you or your partner, or both, pay any rent or mortgage for your home? Yes  No

If so, how much each month? £

**3.3** Are you working in the UK? Yes  No

If so, what is your net pay each month? £

**3.4** 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? £

**3.5** 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 3.5, you must tick the relevant box(es) to show which of these are being received.

Housing and homelessness assistance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>
Carer's Allowance	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>



**SECTION 4** *Details about your application*

This section should not be completed if you are applying for indefinite leave to remain in the ex HM Forces or victim of domestic violence categories.

**4.1** When did you first enter the UK (see **Note 1**)?

Day	Month	Year

**Note 1:**

This refers to the date of the main applicant's first entry to the UK at the beginning of the stay on which this application is based.

**4.2** Have you had any individual absences of 3 months or more outside the UK? Yes  No

If you have answered **yes** to question **4.2**, you should list these absences in the spaces provided below and explain the reason(s) for the absence(s).

Dates of absence(s)

Reason(s) for absence(s)


**4.3** Are you applying for indefinite leave to remain **for other purposes/reasons not covered by other application forms**? Yes  No

If you have answered **yes** to question **4.3**, you must provide a letter or other document explaining why you want to stay here, as well as any relevant documentary evidence in support of your case. You must also give details below. If you need more space, continue on a separate sheet and provide it with your application.


## SECTION 5 *Personal history*

This section must be completed by all applicants and must include information relating to any dependants included in this application. All questions in this section must be answered. Information given may be checked with other agencies.

**5.1** Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you? Yes  No

If you have answered **Yes** to question 5.1 above please give details below for each sentence starting with the most recent one - but first see **Note 2** below. If you or any dependants included in this application have received more than two sentences you should continue on another sheet. If you have answered **No** to question 5.1, please go to question 5.2.

**Note 2 - Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

### First sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

### Second sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

**5.2** Have you or any dependants included in this application ever been charged or indicted inside or outside the United Kingdom with a criminal offence for which you or any dependants included in this application have not yet been tried in court? Yes  No

**5.3** Have you or any dependants included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.4** To your knowledge, have you or any dependants included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.** Yes  No

**5.5** Have you or any dependants included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK? Or have you or any dependants included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims? Yes  No

**SECTION 5** *Personal history (continued)*

**5.6** Have you or any dependants included in this application engaged in any other activities which might be relevant to the question of whether you or any dependants included in this application are persons of good character? Yes  No

*If you have answered **yes** to question **5.2, 5.3, 5.4, 5.5** or **5.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.*

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **5.3** and **5.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any dependants included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsl.gov.uk/acts/acts2001/20010017.htm](http://www.opsl.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be 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 included in this application.

**Genocide**

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

**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.

**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.

**You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true.**

**SECTION 6** *Documentary evidence*

The documents and photographs needed in support of your application, as well of those of any dependants included in your application, are listed in sections 6A-6K below. You must provide those which are relevant in your case and the cases of any dependants included in the application.

Tick the boxes in section 6A next to the relevant items to show the documents and photographs you are providing. You must also tick one of the boxes in sections 6B-6K next to the category in which you are applying and provide all the relevant documents listed in that section.

You should attach all photographs to sections 1 and 2 in the spaces provided. Part 5 of the guidance notes contains more information about photographs.

**6 A**

Two recent passport-size photographs of yourself with your name written on the back of each photograph.

Two recent passport-size photographs of each dependant applying for indefinite leave to remain in the UK with you (see section 2), with their name written on the back of the photographs.

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.

A current passport or travel document for each dependant applying for indefinite leave to remain in the UK with you (see section 2). If they last entered the UK on previous passports or travel documents, please also provide these documents if you have them.

Your police registration certificate (if you have been asked to register with the police).

The police registration certificate(s) for each dependant applying for indefinite leave to remain in the UK with you (if they have been asked to register with the police).

**Note 3:**  
**Documents showing the funds available to you should cover at least the last 3 months.**

**We do not accept Internet or cashpoint statements as evidence of funds.**

If you have to complete section 3 of this form, evidence that you have the funds to maintain and accommodate yourself and any dependants without recourse to public funds. The evidence must be formal documents such as bank statements, a building society passbook, or wage slips (but please don't send us travellers cheques or credit cards). If a relative or friend is supporting you, the evidence should be a letter from him/her confirming this together with formal documents showing their financial situation (see **Note 3**).

**SECTION 6** Documentary evidence (continued)

**6 B** If you are applying as a work permit holder, and have completed, or nearly completed, 5 years' leave in this category, recent document(s) from the employer named in your current work permit confirming that you are still needed and that your employment with them is continuing.

**6 C** If you have been given leave to enter or remain in the UK for employment in one of the following categories not requiring a work permit, and have completed, or nearly completed, 5 years' leave in this category, recent document(s) from your employer confirming that you are still needed for the same work.

- a) Minister of religion, missionary or member of a religious order (see **Note 4**);
- b) Representative of an overseas newspaper, news agency or broadcasting organisation;
- c) Private servant in a diplomatic household;
- d) Overseas government employee;
- e) Airport based operational staff of an overseas-owned airline;
- f) Domestic worker in a private household.

**Note 4:**  
For ministers of religion, missionaries, or members of a religious order this document may be from the leadership of your church or the head of your religious order, rather than your employer.

**6 D** If you are applying as a writer, composer or artist, and have completed, or nearly completed, 5 years' leave in this category, 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.

**6 E** If you are applying because of your UK ancestry, and have completed, or nearly completed, 5 years' leave in this category, document(s) showing that you are able to work and intend to take or seek employment in the UK.

**6 F** If you are applying under the Highly Skilled Migrant Programme (HSMP), and have completed, or nearly completed, 5 years' leave in this category or other appropriate categories, document(s) showing your economic activity and your personal earnings during your stay in the UK, if you are employed. If you are self-employed, you should provide evidence of the progress of the business. You may have been given leave to enter or remain in other categories leading to settlement before being granted permission to stay under HSMP. If you would like this stay to be considered in connection with your application for indefinite leave to remain, you should provide details of the categories involved and the periods spent in each of these categories.

**6 G** If you are applying following your discharge from HM Forces, your Certificate of Discharge.

**6 H** If you are applying because you have had at least 10 years' continuous lawful residence in the UK, all the passports you have held during this time. If you cannot provide them all, you must provide the passports you have together with any Home Office letter(s) or other document(s) granting you leave to enter and/or remain in the UK.

## SECTION 6 *Documentary evidence (continued)*

6 I

**If you are applying because you have had at least 14 years' continuous residence in the UK,** documents showing that your stay here has been continuous for the period in question. This is best shown in the form of the following documents:

- a) all the passports you have held during your stay here;
- b) Home Office letter(s) or other document(s) granting you leave to enter and/or remain in the UK;
- c) letter(s) from your doctor showing registration for each year of your stay;
- d) document(s) showing that you were required to pay council tax or poll tax for each year of your stay and also documents showing that you were required to pay domestic bills for each year;
- e) National Insurance contribution records for each year of your stay or P60 forms;
- f) letter(s) from the Inland Revenue;
- g) letter(s) from your employer(s) confirming the dates during which you have been employed;
- h) letter(s) from the Department for Work and Pensions;
- i) full birth certificate(s), i.e. one which shows the parent's names, for any of your children born in the UK;
- j) letter(s) from school(s), college(s) or other education establishments confirming the dates that you and/or your children studied there;
- k) document(s) showing any property you own in the UK or a letter from your landlord confirming the period of your tenancy;
- l) any other documents which support your application.

6 J

**Note 5: We cannot accept an ex-parte or Interim order. Whether you have provided documents at 1 to 3 or a) to e), you must also provide a letter signed by you stating whether you are still living with your partner and, if the marriage or relationship has broken down, whether domestic violence was the reason for this.**

**If you are applying as a victim of domestic violence,** documents showing:

- 1) an injunction, non-molestation order or other protection order against your partner (see **Note 5**); or
- 2) a relevant court conviction against your partner; or
- 3) full details of a relevant police caution against your partner. The information needed here is your partner's full name, date of birth, nationality, address at the time of the incident(s), and now, if different; and also the date, time and place where the incident for which the caution was issued, or for which they are being prosecuted, took place.

**If you are not able to provide any of the documents or information listed at 1 to 3 above, you must provide at least two of the following types of document (see **Note 5**):**

- a) a medical report from a hospital doctor or a letter from a family practitioner confirming that your injuries are consistent with being a victim of domestic violence. The doctor must be registered with the General Medical Council;
- b) an undertaking given to a court that your partner will not approach you;
- c) a police report confirming attendance at the then marital address because of a domestic violence incident;
- d) a letter from a social services department confirming its involvement in connection with domestic violence towards you;
- e) a letter of support or report from one of the men's or women's refuges or a domestic violence support organisation listed at Annex AB of the Immigration Directorate Instructions, which can be found on the IND website at [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk).

6 K

**If you are applying for indefinite leave to remain in the UK for any other purpose or reason,** a letter or other document explaining why you should be given indefinite leave to remain. You must give full details and provide any relevant document(s) to support your case.

**You must now complete Section 7**

**SECTION 7** *Declaration*

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

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 also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

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 but 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.

I understand that the Immigration and Nationality Directorate 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.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

## **EXPLANATORY NOTE**

*(This note is not part of the Regulations)*

These Regulations prescribe forms to be used for applications for leave to remain in the United Kingdom and the procedures to be followed in relation to an application for which a form is prescribed. An application made on a prescribed form may include an application in respect of anyone applying for leave to remain in the United Kingdom as a dependant of the main applicant.

These Regulations revoke and replace the Immigration (Leave to Remain) (Prescribed Forms and Procedures) (No. 2) Regulations 2005 (the “2005 Regulations”). The forms prescribed by these Regulations are largely the same as the forms prescribed by the 2005 Regulations, although there are some minor changes to existing questions, and new questions have been added which reflect the Rules changes affecting certain category of applicants. There are also two new categories of applicants: overseas qualified nurse or midwife, and visiting religious worker or religious worker in a non-pastoral role, for which forms are prescribed. These Regulations prescribe the same procedure for applications as was prescribed by the 2005 Regulations.



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