



YOU ARE ADVISED TO READ THE UK IMMIGRATION RULES AND THE UK BORDER AGENCY GUIDANCE APPLICABLE TO YOUR CATEGORY OF VISA APPLICATION BEFORE YOU APPLY. VFS MAY PROVIDE PUBLISHED UKBA INFORMATION BUT CANNOT ADVISE YOU ON HOW TO COMPLETE YOUR APPLICATION OR WHAT TYPE OF VISA YOU SHOULD APPLY FOR.

**Immigration Rules:** [www.ukba.homeoffice.gov.uk/policyandlaw/immigrationlaw/immigrationrules/part6a/](http://www.ukba.homeoffice.gov.uk/policyandlaw/immigrationlaw/immigrationrules/part6a/)

**Policy Guidance:** [www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/Tier4migrantguidance.pdf](http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/Tier4migrantguidance.pdf)

<b>CHECKLIST: POINTS BASED SYSTEM TIER 2</b> <b>[Sponsored skilled worker / Intra-Company Transfer / Sportsperson / Minister of Religion]</b> (To be submitted with all applications made on VAF 9 or VAF 10 form) Please note that you MUST include <b>ORIGINALS</b> of ALL documents specified <b>AND a set of copies.</b>		<b>Submitted</b>	
		<b>Yes</b>	<b>No</b>
<b>Name:</b>	<b>Ppt no:</b>	-----	-----
One set of photocopies of all documents submitted			
Conforming recent photograph, taken during last 6 months			
Current passport			
Photocopy of passport biodata page			
Previous passports			
Certificate of Sponsorship			
Qualification	Original academic certificate of award		
	Original academic reference from awarding body and original academic transcript		
Prospective Earnings	Prospective earnings entered on Certificate of Sponsorship		
Financial Evidence (Maintenance)	<i>You are required to provide one or more of the following:</i>		
	Personal bank statements covering a period of 3 months immediately preceding and dated no more than one month prior to the date application is submitted. The balance must not fall below the required minimum amount at any time during the 3 month period.		
	Personal savings account pass book(s) covering a period of 3 months immediately preceding and dated no more than one month prior to the date application is submitted. The balance must not fall below the required minimum amount at any time during the 3 month period.		
	Original letter from bank confirming level of funds and that has been held in the same bank account for at least 3 months immediately preceding and dated no more than one month prior to the date application is submitted. The balance must not fall below the required minimum amount at any time during the 3 month period.		
	<i>Copy statements must be certified by the bank and dated</i>		
Maintenance certified by sponsor	A letter from A-rated sponsor confirming that he/she will accommodate you during your first month in UK.		
English language ability	Documentary evidence for English language tests		
	Certificate of Degree taught in English language (must be recognised by National Academic Recognition Information Centre for the UK (UK NARIC))		
Dependants (if applicable)	Original evidence of relationship to sponsor / principal applicant (e.g. original		
	Evidence dependants can be financially supported by principal applicant / sponsor		
	Copy of pages of sponsors passport [if already in UK]		

**Note:** This is not intended to be a complete list of documents that may be needed. Applicants should submit any other documents that may help to support their application.

<b>Applicant to read and sign below, witnessed by VFS Official:</b>	<b>Yes</b>	<b>No</b>
1. I have read the relevant guidance carefully.		
2. I am aware that if relevant documents are not submitted, the application is likely to be refused as the Entry Clearance Officer will be unable to award the relevant points.		
3. I have no other document(s) to submit.		
4. For all original documents submitted, copies have been provided.		
5. For documents which are not in English a certified copy with date of the translation has been provided.		

Name of Applicant \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of VFS official: \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

UK BORDER AGENCY WARNING: YOUR APPLICATION WILL BE REFUSED AND YOU MAY BE BANNED FROM THE UK FOR 10 YEARS IF WE FIND THAT YOU HAVE GIVEN INCORRECT, FALSE OR MISLEADING INFORMATION.