

Settlement document check list

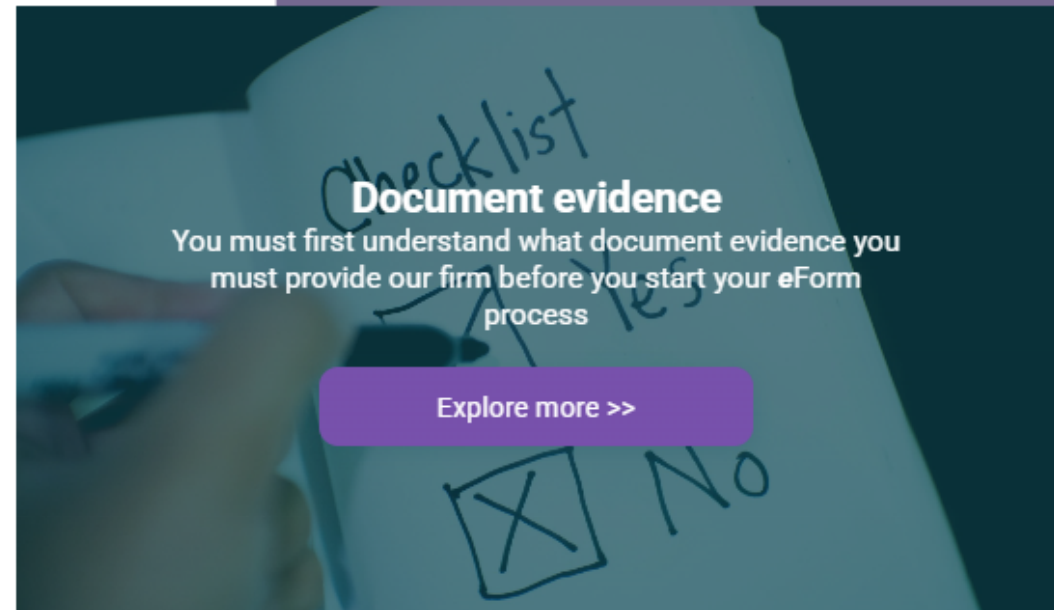
This document is only a guide; all listed documents may not be applicable to you.

Very soon this will be fully digitalized to access online.



Welcome to Document Guidance

We will help you understand the process and what document evidence you need to follow for your application. We will also guide you on different methods to scan your documents to comply with how the Home Office would like them including using different devices and tools to scan.



Pre-client Care Letter Assessment Form – Settlement Document Checklist

<u>Document types</u>	<u>Guidance</u>
Birth certificate	Provide your original copy of your birth certificate and ant new digital version.
Proof of home address	Provide an official document within last 90 days showing your name and home address.
Marriage certificate	If married provide a copy of your original marriage certificate.
Partner birth certificate	If married provide a copy of your partners original birth certificate.
Divorce evidence	If previously divorced, provide a copy of the divorce.
Children passports	If you have children under the age of 18, provide their passport photo page.
Children birth certificates	If you have children under the age of 18, provide their birth certificate.
Passport (yours)	Provide a full scan of your all pages of your current valid passport including blank pages.
Previous issued passports	Provide full scan of any previous passports to enter or remain in the UK.
Other nationalities evidence	If you held another country travel document, provide full scan of every page.
National ID card	If your country on this list , scan front and back of this card.
UK driving licence	If you ever held a UK driving licence, scan front and back of this card.
UK immigration evidence	Visa letters, emails, BRP cards, visa application forms, biometrics letters etc

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<u>Document types</u>	<u>Guidance</u>
Good character	Disclose any criminal convictions, immigration offences, cautions, warnings etc.
English	Provide B1 level English evidence.
UK Naric/Ecctis report	Provide if relying on an overseas degree to meet B1 English.
CoS/CAS	CoS is a virtual work permit, and CAS is similar but issued to study in the UK.
World travel	Ensure you have past 10 years travels ready, provide exact travel dates, countries visited and purpose of each trip.
P60	Provide most recent.
Pay slip	Provide most recent pay slip from your sponsored employer.
Financial statement	Provide statement showing above pay slip income landing into your account.
Sponsored letter	Letter confirming employment still required and listing any your overseas travels.
<p>Not all evidence will be required; you will have to decide when answering the assessment form if evidence is applicable to you.</p>	