



## Employment Evidence

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### **Instructions to applicants:**

- ✓ It is your responsibility to separate out your documents and place the relevant barcode separator on top of each pile of documents.
- ✓ This has to be done before you reach the application submission counter.
- ✓ Photocopies can be submitted, but they must be clear and legible.
- ✓ All documents must be A4 size.
- ✓ Any documents which are smaller or larger than A4 must be photocopied onto A4 sized paper. This includes previous passports and photographs.
- ✓ All documents must be free from any clips, pins or staples before they are submitted.
- ✓ Torn, crumpled or heavily creased documents cannot be accepted. Therefore they must be photocopied onto A4 sized paper before they are submitted.
- ✓ Documents should not be laminated.





### Financial Evidence

(This includes: Bank Book, Bank Reference Letter, Account Statements, Fixed Deposit Letter, Other financial documents e.g. Financial Reports, UK Correspondence, Solicitor Letters, Marketing Documents, Evidence of Third Party Investment, Associated Legal Letters)

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This barcode separator needs to be submitted with:

## Educational Evidence

(This includes: High School and University Certificates, Transcripts, School Reports, Letters from Educational Institutions, English Test/ NARIC/ IELTS)

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## Sponsor Evidence

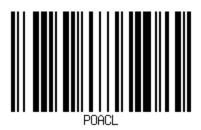
(This includes: Sponsor Passport/ID Documents,
Invitation Letter, Guarantee/Support Letter, Sponsor
Financial Documents, Sponsor Proof of Accommodation)

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# Consent Letters and Proof of Relationship

(This includes: Sponsor Letter from Parents,
Custody/Court Letters, Birth Certificate, Household
Register, Child Consent Letters, Child Accommodation
Arrangements, Marriage Certificate)

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# Accommodation – Permanent / Temporary

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## Tuberculosis (TB) Certificate

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## Non Essential documents

( e.g. Death Certificate / Other documents etc )

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