



YOU ARE STRONGLY ADVISED TO READ THE IMMIGRATION RULES AND THE RELEVANT GUIDANCE APPLICABLE TO YOUR CATEGORY OF VISA APPLICATION BEFORE MAKING YOUR APPLICATION.

**Immigration Rules:** <http://www.ukba.homeoffice.gov.uk/policyandlaw/immigrationlaw/immigrationrules/part6a/>  
**Policy Guidance:** <http://www.bia.homeoffice.gov.uk/sitecontent/applicationforms/pbs/tier2guidance.pdf>

VFS official to tick where necessary	Yes	No
1. Applicant has read the relevant guidance carefully.		
2. Applicant is aware that if they do not submit relevant documents, the application is likely to be refused as the Entry Clearance Officer will be unable to award the relevant points.		
3. The applicant has confirmed that he/she has no other documents to submit.		
4. VFS official has advised the applicant that failure to submit all necessary documents may result in the application being refused, but he/she has chosen to proceed.		
5. For all original documents submitted, copies have been provided		
6. For documents which are not in English a certified copy with date of the translation has been provided.		

POINTS BASED SYSTEM Tier 2 (General, Intra-Company Transfer, Sportsperson and Minister of Religion (To be submitted with all applications made on VAF9 or VAF10 form) Please note that you MUST include ORIGINALS of ALL documents specified. All documents must be supplied in English. Please provide translation of all documents that are not in English along with the document.	Submitted	
	Yes	No
Has the VAF been fully completed?		
Two sets of detailed itemised list of supporting documents		
One set of photocopies of all documents submitted		
One recent passport size photograph with a white background (taken not more than 6 months prior to submission of application)		
Current passport		
Photocopy of the biodata page of the current passport		
Previous Passports		
Have you obtained the Certificate of Sponsorship?		
Qualification		
	Original academic certificate of award	
	Original academic reference from awarding body and original academic transcript	
Prospective Earnings	Evidence of prospective earnings entered on the Certificate of Sponsorship	
Financial evidence (Maintenance)	You should provide one or more of the following:  Personal bank statements covering a period of 3 months immediately preceding and dated no more than one month prior to the date you submit the application. The balance should not fall below the required minimum at any time during the 3 month period  Savings account pass book/s covering a period of 3 months immediately preceding and dated no more than one month prior to the date you submit the application. The balance should not fall below the required minimum at any time during the 3 month period  Letter from bank confirming level of funds and that has been held in the banks account for at least 3 months immediately preceding and dated no more than one month prior to the date you submit the application, which must be on the bank's original letter headed paper	
Maintenance certified by sponsor	A letter from A-rated sponsor confirming that he/she will maintain and accommodate you during your first month in the UK	
Funds (You should provide one or more of the documents listed on the right)	A letter from each financial institution holding your funds to confirm the amount of funds available Additional evidence for third party funding (where applicable) A letter from legal representative confirming the validity of each third party declaration	
English language ability	Documentary evidence for English language tests Documentary evidence for a degree taught in English. The qualification must be recognised by the National Academic Recognition Information Centre for the UK (UK NARIC)	
Employment	Letter from previous employer (if applicable)	
Dependants	Evidence of relationship to sponsor ( e.g marriage certificate, civil partnership registration or birth certificate) Financial evidence showing evidence that the principal applicant can support the dependants. Please refer to: <a href="http://www.bia.homeoffice.gov.uk/sitecontent/applicationforms/pbs/tier2guidance.pdf">http://www.bia.homeoffice.gov.uk/sitecontent/applicationforms/pbs/tier2guidance.pdf</a> Copy of the pages of sponsor's passport showing permission to stay, if already in the UK.	

Please give details of your current UAE Immigration status (Non-UAE nationals): .....

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

**I confirm that I have read the guidance contained in the Important Information for Visa Applicants. I confirm that I have provided all necessary supporting documents and I understand that a decision may be made on my application based on these documents only.**

**I acknowledge that the British Embassy conducts interviews in English. If I do not speak English, I will need to arrange for an independent professionally qualified interpreter to accompany me to the interview.**

**If I have paid the fee for a long term visa, I am aware that the decision on the length of the visa granted will be made by the visa officer. If the long term visa is not granted then the difference or the fee will not be refunded.**

**The visa fees – must be paid only by cash in the local currency. Please tender exact change.**

**NOC from both parents for children to travel below 18 years old.**

Applicant's signature:

Date:

VFS official only

Name:

Signature:

Date: