

2022/2023 acceptable evidence of residency

The table below confirms which learners are eligible for GLA/ESFA funding and the type of ID that should be provided to confirm this

Type of Residency Document:	Acceptable ID
British national	<p>UK passport. If passport was issued less than 3 years prior to the start date of the course, please provide 3 years residency evidence (see page 2) N/A if born in UK, as long as learner has answered yes to 3 years residency question on enrolment form</p> <p>OR</p> <p>UK birth certificate (supported by photo ID.) If born on or after 1st Jan 1983 only acceptable if both parents were born in the UK, otherwise residency documents for parents are required</p>
Husband, wife, civil partner or child of a British national	<ul style="list-style-type: none"> Passport (learner) Passport (family member) 3 years residency evidence (for family member),
Irish passport	<p>Irish passport.</p> <p>If passport was issued less than 3 years prior to the start date of the course, please provide 3 years residency evidence (see page 2)</p>
EU national <u>EU/EEA countries</u> Austria; Belgium; Bulgaria; Croatia, Cyprus; Czech Republic, Denmark; Estonia; Finland; France; Germany; Greece, Hungary; Ireland; Iceland; Italy; Latvia; Lichtenstein; Lithuania; Luxembourg; Malta; Netherlands; Norway; Poland; Portugal; Romania; Slovakia; Slovenia; Spain; Sweden; Switzerland; Gibraltar	<ul style="list-style-type: none"> Letter from Home Office confirming date Pre-Settled/Settled status was granted and that you are permitted to study (required for all learners) EU share code or residency permit showing pre settled/settled status has been granted 3 years residency evidence required, for both Pre and Settled status, see page 2. You must have been living in the UK/EU for 3 years prior to your start and on or before 31/12/2020 <p>Evidence of applying for Pre/settled status is not acceptable, nor is evidence of Right to Work</p>
Husband, wife, civil partner or child of an EU national	<ul style="list-style-type: none"> Letter from Home Office confirming date Pre-Settled/Settled status was granted and that you are permitted to study (required for learner) EU share code or residency permit showing pre settled/settled status has been granted (required for learner and family member) 3 years residency evidence required for family member, see page 2. They must have been living in the UK/EU for 3 years prior to your start of your course. <p>Evidence of applying for Pre/settled status is not acceptable, nor is evidence of Right to Work</p>
ACRS – Indefinite Leave to Remain (Afghan Citizens Resettlement Scheme ILR) remain (including the husband, wife, civil partner, or child)	Biometric residency card (3 years residency is not required)
ARAP – Indefinite Leave to Remain (Afghan Relocation and Assistance Policy ILR) (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
British Nationals evacuated from Afghanistan by UK government before 6 January 2022 (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
British Nationals evacuated from Afghanistan under Operation Pitting (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Calais leave to remain (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Discretionary leave to enter or remain (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Exceptional leave to enter or remain (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Humanitarian protection (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Leave outside the rules (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Refugee status	Biometric residency card (3 years residency is not required)
Section 67 of the Immigration Act 2016 leave (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Ukraine Extension Scheme (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)

Ukraine Family Scheme (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Ukraine Sponsorship Scheme (Homes for Ukraine) (including the husband, wife, civil partner or child)	Biometric residency card (3 years residency is not required)
Indefinite leave to enter or remain (including the husband, wife, civil partner or child) (this is not the same as learners that hold this status via the EUSS scheme)	Biometric residency card (3 years residency is not required)
Asylum Seeker and resident for a minimum of 6 months	<ul style="list-style-type: none"> Your ARC Card and Home Office letter with date asylum was applied for and your Bail 201 and/or IS96immigration letter permitting study (all pages of Bail letter is required.) If you are appealing a decision regarding your asylum status, we need to see your ARC and you need to be in receipt of NASS and your Bail 201 and/or IS96 immigration letter permitting study. If you are an adult asylum seeker, you must have lived in the UK for 6 months or longer. If longer than 1 year, you need to show proof that you are working with the Home Office to get your status resolved. Young people and vulnerable young adults aged 16 – 25 need to be in the Care of Social Services – we need a current letter from Social Services to confirm this and they must have the right to study – Bail letter
Leave to enter, leave to remain, limited leave	<ul style="list-style-type: none"> Biometric residency card 3 years residency evidence
Stateless leave	<ul style="list-style-type: none"> Biometric residency card 3 years residency evidence
Child of a Turkish Worker	Eligibility is dependent on where they have lived. Students who are children of Turkish workers where the Turkish worker has been lawfully employed and resident in the UK before 1 January 2021 and can evidence 3 years residency prior to the start date of the course
Ancestral visa	<p>Passport must show they have an Ancestral visa.</p> <p>Please note this learner is not eligible for funding if they have not been resident for the last 3 years</p>
Tier 2 Student Route visa	Not eligible for funding
Tier 5 Visa's	Not eligible for funding
Student Route/Tier 4 visa	Not eligible for funding
Self Employed Visa	Not eligible for funding

Acceptable evidence to prove 3 years residency

To demonstrate **evidence of your 3 years residency** prior to the start date of your course we will accept the following document/s:

- Evidence of 3 years National Insurance contributions from www.gov.uk/check-national-insurance-record **the easiest way to provide this confirmation**
- P60's for full year/s that evidence is missing from. If you started work in the middle of a financial year you will need further evidence for the missing months.
- Current contract of employment
- Previous school registrations/prior education certificates
- 3 years continuous Payslips
- In-time applications to the Home Office for extension to leave (visa/permit)
- 3 years of bank statements *showing payments of spending* in the UK.
- A dated letter on headed paper from a UK GP stating that you have been a patient for the 3 years prior to the start date of the course and had regular appointments during those 3 years. (*we do not need to see your medical history or the reason for your appointments*).
- School reports addressed to you where the child, under 18, is in your permanent care and they are attending school, not remote teaching - we will ask for the child's birth certificate to confirm your relationship.
- Evidence of 3 years of JSA
- Declaration from employer on letter header paper, dated and signed and evidence that your employer is genuine, for example, their Companies House number
- PLR
- Evidence of your self-employment in the UK; self-assessment return to HMRC for missing month/s/year/s showing the length of your previous employment. You should get a P45 from your employer when you stop working for them.

Driving Licence

This is not a valid form of ID, other than if it supports a UK birth certificate.

ID not valid for duration of course

Learners ID must be valid for the duration of their course. Sub-Contractors: Please contact us before enrolling a learner if their ID is not valid