

NWSSP Skilled Worker Certificate of Sponsorship Request Form – V4 April 2024

All fields marked with an * are mandatory and details should be entered digitally exactly as they appear on the applicant's passport. **If we do not receive all the required information in the digital format, the CoS application will be returned to sender and therefore delayed.**

Further guidance can be found on [our website](#):



Section 1

Please state the following information as shown on applicant's passport, if applicable

- 1.1 Applicant's Surname:*
- 1.2 Applicant's Given Name(s):*
- 1.3 Applicant's Date of Birth: (DD-MM-YYYY)*
- 1.4 Applicant's Email Address:*
- 1.5 Professional UK Registration Number and details: * *i.e. GMC, NMC, HCPC etc, (if applicable)*
- 1.6 Applicant's current immigration status/visa: * *(State N/A is not currently on an UK Visa)*
- 1.7 Applicant's current full address including postcode: *(this **must** be the where the applicant will be applying for their Skilled Worker Visa)?**

Section 2

These questions refer to the applicants applied position, and whether it meets the minimum number of points (70 Points) for the UK's Points Based Immigration System

2.1 Single Lead Employer only - please select the applicant's programme:*

2.2 Start Date of CoS - DD-MM-YYYY* *(Skilled Worker Visa can take up to 8 weeks to be approved by Home Office, this should be considered along side all other pre employment checks when confirming start date)*

2.3 End Date of CoS - DD-MM-YYYY * *(CoS can be maximum of 5 years (or less if switching from a student or graduate visa) and date should be in line with applicants requirements - must enter end date even if permanent)*

2.4 Total Weekly Hours: *

2.5 NHS Organisation Applicant will be Employed by: *

2.6 Full Work Address: *(including postcode)**

2.7 Applicant's full Job Title:*

2.8 In order to apply for a Skilled Worker Visa, an applicant must obtain a minimum of 70 Points under the Points Based System. Please review the [Points Based System](#) to confirm the following has been obtained:

2.8.a	Does the applicant meet the Mandatory 50 Points required for a Skilled Worker Visa?*	
2.8.b	Does the applicant meet at least 20 Tradeable Points required for a Skilled Worker Visa?*	

Section 3

These questions refer to the applicants applied position and their salary, if successful

3.1 If this position is eligible for a [Health and Care visa](#), please choose the most accurate/correct [SOC Code](#) from the below list

3.2 If the position is not eligible for a Health and Care visa, please choose a [SOC Code](#) from the below list

3.3 Please select the most appropriate Job Description Summary from the pre populated list, or select Not Applicable, and provide a new Job Description Summary in 3.4

3.4 If 'Not Applicable' is above, please provide a paragraph outlining the main duties of the job:
(1000 Character Limit)

3.5 Exact gross annual salary **excluding** any allowances and guaranteed bonuses* in GBP (£):
(ensure exact, current AfC pay point is used, no scales):

3.6 Confirm the employer certifies [maintenance](#) for the Skilled worker, which could be up to £1,270 for the first month the Skilled worker is in the UK?*

Section 4 – Consent and Approval

In order for NWSSP CoS Team to process and assign a Certificate of Sponsorship to the applicant, please confirm your consent and provide a digital signature (do not print) to approve the following:

The information provided in this form and documents attached are correct

I approve NWSSP to assign a CoS and pay for any fees occurred in the assigning of the CoS, which will be later invoiced to the employing Organisation

I accept it is my responsibility to report any migrant activity as mentioned on the CoS Confirmation Email

I accept it is my responsibility to keep any relevant documentation in accordance to UKVI's Appendix D

Please digitally sign your name below to confirm that you agree all information provided is correct and genuine

Please note, if this request is for a Skilled Worker Visa Extension (existing employee), a SLE Trainee or a Medical Recruitment appointment, please ensure that copies of their passport, current visa/ Right to Work and other relevant documents are provided as attachments when returning this form

Please email this completed form to: NWSSP.CertificateofSponsorship@Wales.NHS.UK