

# NWSSP Skilled Worker Certificate of Sponsorship Request Form – V3 Jul 2022

All fields marked with an \* are mandatory and details should be entered exactly as they appear on the applicant's passport, if we do not receive all the required information the CoS application will be delayed.

Full guidance, including which sections you need to complete and where to send the form, can be found on our website, along with an FAQ's document.  
<https://nwssp.nhs.wales/ourservices/employment-services/>



## Section 1

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

1. Applicant Surname\*
2. Applicant Given Name(s)\*
3. Applicant Date of Birth (DD-MM-YYYY)\*
4. Applicant's Email Address\*
5. Country of current Residence\*
6. Professional UK Registration Number and details\* *i.e. GMC, NMC, HCPC etc, (if applicable)*
7. Please state applicant's current immigration status/visa\* *State 'N/A' if not currently on any UK Visa*
8. Applicants current full address including postcode (*this **must** be the where the applicant will be applying for their Skilled Worker Visa*)\*

## Section 2

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

9. If HEIW appointment, please select the applicants programme\*
10. Applicants predicted work Start Date DD-MM-YYYY\* (Start date of the Tier 2 Visa, if approved)
11. Applicants work End Date DD-MM-YYYY\* (End date of the Tier 2 Visa, if approved)
12. Total Weekly Hours\*
13. NHS Organisation applicant will be employed by\*
14. Full Work Address (including postcode)\*
15. Migrant's full Job Title\*

16. Please confirm each of the following characteristics, which are Mandatory under the Points Based System:

16.a.	Offer of job by approved sponsor*	20 Points	
16.b.	Job at appropriate skill level*	20 Points	
16.c.	Speaks English at required level* - <a href="#">Click here</a> for details of what documents you need to obtain from the applicant to send to the Cos Team (proof of English is not needed for certain Countries and for doctor, dentist, nurse & midwife professions with correct registration)	10 Points	

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7. Please confirm the relevant characteristics, which are Tradeable under the Points Based

System:

17.a.	Salary of <b>£20,480 to £23,039</b> or at least 80% of the going rate for the profession (whichever is higher)	0 Points	
17.b.	Salary of <b>£23,040 to £25,599</b> or at least 90% of the going rate for the profession (whichever is higher)	10 Points	
17.c.	Salary of <b>£25,600 or above</b> or at least the going rate for the profession (whichever is higher)	20 Points	
17.d.	Job in a shortage occupation as designated by the Migration Advisory Committee ( <i>please see the <a href="#">Shortage Occupation List</a></i> )	20 Points	
17.e	Education qualification: PhD in a subject relevant to the job	10 Points	
	If 17.e is selected, please provide an explanation of how the PhD-level qualification is relevant to the job (1000 character limit):		
	If 17.e is selected, and the PhD is an overseas qualification, please supply NARIC code		
17.f.	Education qualification: PhD in a STEM subject relevant to the job	20 Points	
	If 17.f is selected, please provide an explanation of how the PhD is in a STEM Subject		

## Section 3

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

18. Please select the position's SOC Code & position\*
19. If the position does not match the options in Q18, please state the SOC Code
20. 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 Q21\*
21. If 'Not Applicable' is selected in Q20, please provide Job Description Summary (1000 Character Limit)
22. Gross annual salary **excluding** any allowances and guaranteed bonuses\* in GBP (£):
23. 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 approval of the following, in whichever section is applies to you:**

### **Recruiting Manager's Consent and Approval:**

The information and documents on this form and its attachments is correct and genuine	
Approve NWSSP to assign a CoS to the applicant, and pay for any fees occurred in the assigning of the CoS, which will be later invoiced to the employing Health Board	
It is your responsibility to report any migrant activity as mentioned on the CoS Confirmation Email	
It is your responsibility to keep any relevant documentation in accordance to UKVI's Appendix D	
Name/Signature:	

### **HEIW's Consent and Approval:**

The information and documents on this form and its attachments is correct and genuine	
Approve NWSSP to assign a CoS to the applicant, and pay for any fees occurred in the assigning of the CoS, which will be later invoiced to the employing Health Board	
It is your responsibility to report any migrant activity as mentioned on the CoS Confirmation Email	
It is your responsibility to keep any relevant documentation in accordance to UKVI's Appendix D	
Name/Signature:	

### **Medical Workforce's Consent and Approval:**

The information and documents on this form and its attachments is correct and genuine	
Approve NWSSP to assign a CoS to the applicant, and pay for any fees occurred in the assigning of the CoS, which will be later invoiced to the employing Health Board	
It is your responsibility to report any migrant activity as mentioned on the CoS Confirmation Email	
It is your responsibility to keep any relevant documentation in accordance to UKVI's Appendix D	
Name/Signature:	

**Please refer to the Guidance Document for information on where to send this form**