

Residence Form/ Funding Check

To be completed when the learner is not a UK or Irish National with 3 yr+ Residency.

2024-25

Surname/ family name (Legal Name)

Course

Date of Birth

D	D	M	M	Y	Y	Y	Y
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Date of Entry to UK

D	D	M	M	Y	Y	Y	Y
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Permit/Visa Reference Number:

Permit/Visa Valid from:

D	D	M	M	Y	Y	Y	Y
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First and Middle Names

Campus

Age at 31.08.2024

View and prove your immigration status share code

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By providing your share code you are allowing Heart of Worcestershire College to check your immigration status

Permit/Visa Valid to:

D	D	M	M	Y	Y	Y	Y
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I consent to my eligibility being checked and understand I may be contacted to provide further information

Student Signature

Date

D	D	M	M	Y	Y	Y	Y
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Evidence Provided

Please record details of supporting evidence - including details of Biometric Residence Permit (BRP) or letters from the Home Office. DO NOT take copies of confidential documents. Include details of where the learner has resided during the previous 3 years (if not the UK).

Office Use - Reference to Funding Rules:

Learner is **Eligible** for Funding (please tick) Learner is **Ineligible** for Funding (please tick)

Assessed by

Staff Signature

Date

D	D	M	M	Y	Y	Y	Y
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Residence Form/ Funding Check

Terminology

EU, EEA and Overseas Territories

Member state (of) the EU	Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, and Sweden.	
The European Economic Area (EEA)	The EEA includes EU countries and also Iceland, Liechtenstein and Norway. It allows them to be part of the EU's single market. Switzerland is neither an EU nor EEA member but is part of the single market - this means Swiss nationals have the same rights to live and work in the UK as other EEA nationals.	
British Overseas Territories	Learner from these territories are eligible subject to the usual 3 year residency rule: Anguilla, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Falkland Islands, Gibraltar, Montserrat, Pitcairn Islands, Saint Helena, Ascension and Tristan da Cunha, South Georgia and the South Sandwich Islands, Sovereign Base Areas of Akrotiri and Dhekelia, Turks and Caicos Islands	
Territories that fall within the EU	Finland	Includes the Aland Islands
	France	French Guiana (Guyana), Guadelope, Martinique, Reunion, Saint - Pierre et Miquelon, French Overseas Department (DOMS)
	Germany	Includes territory of the former German Democratic Republic prior to German unification, Tax-free port of Heligoland
	Portugal	Includes Madeira and the Azores, Macoa is excluded.
	Spain	Balearic Islands, Canaries, Ceuta and Melilla
	Note:	Andorra, Monaco, San Marino and the Vatican are not part of the EU
Overseas Territories of other EU Member States (included for funding subject to usual 3 year rule on residency)	Denmark	Greenland and Faroe Islands
	Netherlands	Antilles (Bonaire, Curacao, Saba, St Eustatius and St Maarten) and Aura
	France	New Caledonia and Dependencies, French Polynesia, Wallis and Fortuna, Mayo and French Southern and Antarctic Territories, Saint Bathelmy

Types of Immigration Evidence

EU Settlement Scheme

Use the student's share code to check their status and to ensure it covers the course duration.

To check the share code go to www.gov.uk/check-immigration-status

A student may generate a share code here www.gov.uk/view-prove-immigration-status. This code will last between 30 days - 90 days.

Asylum Seekers

Need to be resident for 6m+ to be eligible for funding. Ensure that paperwork provided does not put a restriction on study.

Biometric Residence Permits (BRP) / E-visa

Ensure this document covers the course duration

Special Immigration Arrangements

This covers (but is not limited to):

- Discretionary Leave to Enter or Remain
- Exceptional Leave to Enter or Remain
- Indefinite Leave to Enter or Remain – only those who are noted as a victim of domestic abuse or a bereaved partner bypass the standard 3 year residency ruling.
- Ukrainian schemes
- Afghan schemes
- Refugee status

Learners must present evidence of their immigration permission e.g. Biometric Residence Permit (BRP) and/ or Letter from the Home Office if applicable.

Please record in the evidence box on page 1 as much detail as you can about the learner in order for an informed funding decision to be made. E.g. type of scheme.