

Residency Eligibility Guidance

This document provides some guidance to tutors and other members of staff on how to complete the Residency Eligibility form.

This form only needs to be completed if the learner has not been permanently resident in the UK for the last three years. This form is designed to help ascertain whether or not these learners are still eligible for funding.

Applicable Categories

Learners will need to provide evidence to support the category or categories that have been selected under the “please tick id any of the following categories apply” section. This evidence might be a scan of a passport or immigration permission documents etc., and these copies should be submitted along with the completed Residency Eligibility form.

Signatures

Once the form has been completed, signed and sent in with any applicable copies of evidence, the team will assess the submission and confirm eligibility for funding or otherwise at the earliest available opportunity.

