

Extension of Tier 5 Sponsored Researcher Certificate of Sponsorship (CoS) Application



This form should be used if you wish to continue sponsoring an individual who requires a Tier 5 Sponsored Researcher visa to work in the UK.

Important - please note the following requirement - It should be noted that a Tier 5 Sponsored Researcher must apply for leave to remain within 3 months of the date the CoS is issued; in addition, they cannot apply for initial leave to remain more than 3 months before their current visa expires.

For further details see: <https://www.gov.uk/tier-5-government-authorised-exchange/extend-your-visa>

Fields marked with an asterisk are mandatory

Personal Information

*Title:	Click or tap here to enter text.
*Family or last name:	Click or tap here to enter text.
*First name(s):	Click or tap here to enter text.
*Other names:	Click or tap here to enter text.
*Nationality:	Click or tap here to enter text.
*Place of Birth:	Click or tap here to enter text.
*Country of Birth:	Click or tap here to enter text.
*Date of Birth:	Click or tap here to enter text.
*Gender:	Click or tap here to enter text.
*Country of residence:	Click or tap here to enter text.

Passport/Travel Document Information

*Passport number:	Click or tap here to enter text.
*Issue date:	Click or tap here to enter text.
*Expiry date:	Click or tap here to enter text.
*Place of issue of passport:	Click or tap here to enter text.

Home Address Information

*Address:	Click or tap here to enter text.
*City or town:	Click or tap here to enter text.

*County, area district or province:	Click or tap here to enter text.
*Postcode or zip code:	Click or tap here to enter text.
*Country:	Click or tap here to enter text.

Identification Numbers

*Employee Number:	Click or tap here to enter text.
*UK National Insurance number:	Click or tap here to enter text.

Work Dates

*Proposed CoS Start Date: (the day after their current visa expires)	Click or tap here to enter text.
*Proposed CoS End Date (max 2 years from initial start date):	Click or tap here to enter text.
*Total weekly hours of work:	Click or tap here to enter text.

Main Work Location Address

*Address:	Click or tap here to enter text.
*City/town:	Click or tap here to enter text.
*Country, area, district or province:	Click or tap here to enter text.
*Postcode:	Click or tap here to enter text.

Other regular work addresses

Complete if the individual will be working in a number of buildings

Address:	Click or tap here to enter text.
City or town:	Click or tap here to enter text.
Country, area district or province:	Click or tap here to enter text.
Postcode:	Click or tap here to enter text.

Individual's Employment Details

*Job Title:	Sponsored Researcher	
*SOC Code:	Click or tap here to enter text.	
*Line Manager:	Click or tap here to enter text.	
*Job Description Summary:	Click or tap here to enter text.	

<p>(1000 character limit)</p> <p>The job description should accurately reflect what the individual will be doing e.g. summary of the main responsibilities.</p>	
<p>*Is this a continuation of the same role, which the previous CoS was applied for?</p>	<p>Choose an item.</p> <p>If no, contact your HR Services by raising a service request</p>
<p>*Gross pay per annum:</p>	<p>£Click or tap here to enter text.</p>
<p>Details of any allowances:</p>	<p>£Click or tap here to enter text.</p>
<p>*Is a multiple-entry visa required? Answer 'Yes' if the Sponsored Researcher will be based outside the UK for work. Answer 'No' if they will live and work in the UK & occasionally travel out of the UK for leisure, domestic or work purposes.</p>	<p>Choose an item.</p>
<p>Does the ATAS requirement apply?</p>	<p>Choose an item.</p>
<p>If yes above, please provide the CAH Code and enter Research description below:</p>	<p>Enter CAH Code</p> <p>Enter research description</p>
<p>Supporting Documentation Required</p>	
<p>Please tick the boxes to indicate that you have attached the information listed below with this form or have already sent it to HR Operations. The application for a Certificate of Sponsorship cannot be made until HR Operations receives the information. This information will be held by HR Operations and be available to a UKVI Compliance Officer should they wish to inspect our records.</p>	
<ol style="list-style-type: none"> 1. Completed Right to Work Checklist (section 3 onwards) with verified paper copies of all appropriate passport/identity documents. 2. Letter from sponsoring body detailing the value of the award, the period involved, name of individual and confirming the placement is at University of Edinburgh. 3. Letter from School to sponsored researcher confirming the arrangement between them and the sponsoring body and the placement at the University (a letter from the School to HR confirming the details may also be accepted). 4. Completed Sponsored Researcher COS application form. 5. ATAS certificate/electronic approval notice from FCDO, if required 	<p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p> <p><input type="checkbox"/></p>
<p>Costing of Certificate of Sponsorship Application</p>	

Account	Click or tap here to enter text.	Cost Centre	Click or tap here to enter text.	Job code	Click or tap here to enter text.
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Originator Details					
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Name	Click or tap here to enter text.	Signature	Click or tap here to enter text.
Contact No	Click or tap here to enter text.	Date	Click or tap here to enter text.