

ROUTE 1 Main Identity Check generally used for all candidates

One document from Group 1 below;
2 further documents from either Group 1, Group 2A or 2B (below);
(at least one of the documents must show the applicant's current address).

ROUTE 2 (Only if Candidate doesn't have any of the documents in Group 1)

One document from Group 2A below;
2 further documents from either Group 2A or 2B (below);
(at least one of the documents must show the applicant's current address).

ROUTE 3 (Only if it's impossible to process the application through Routes 1&2)

a birth certificate issued after the time of birth (UK and Channel Islands);
One document from Group 2A;
3 further documents from either Group 2A or 2B (below);
(at least one of the documents must show the applicant's current address).

GROUP 1 PRIMARY IDENTITY DOCUMENTS

Passport - any current and valid passport;

Biometric Residence Permit (UK);

Current Driving Licence photo-card (UK, Isle of Man, Channel Islands and EU);

Adoption Certificate (UK and Channel Islands);

Birth Certificate - issued within 12 months of birth (UK, Isle of Man and Channel Islands - including those issued by UK authorities overseas, for example embassies, High Commissions and HM Forces.

GROUP 2A Trusted Government Documents

Current Driving Licence photocard- (full or provisional) - All countries outside the EU (excluding Isle of Man and Channel Islands);

Current Driving Licence paper version if issued before 1998 (full or provisional) - UK, Isle of Man, Channel Islands and EU;

Birth Certificate - issued after time of birth - UK, Isle of Man and Channel Islands;

Marriage/Civil partnership Certificate - UK and Channel Islands;

HM Forces ID Card (UK only);

Firearms Licence - UK, Channel Islands and Isle of Man.

GROUP 2B Financial and social history documents

Mortgage Statement (Issued in the last 12 months) UK or EEA;

Bank or Building Society Statement (Issued in the last 3 months) UK and Channel Islands or EEA;

Bank or Building Society account opening confirmation letter (Issued in the last 3 months)UK;

Credit Card Statement (Issued in the last 3 months) UK or EEA;

Financial Statement - for example pension or endowment (Issued in the last 12 months) UK;

P45 or P60 statement (Issued in the last 12 months) UK and Channel Islands;

Council Tax statement (Issued in the last 12 months) UK and Channel Islands;

Work Permit or Visa (valid up to expiry date) UK;

Utility Bill (Issued in the last 3 months) UK - not mobile phone bill

Benefit Statement, for example Child Benefit, Pension (Issued in the last 3 months) UK;

EU National ID card (must still be valid);

Cards carrying the PASS accreditation logo (must be still valid) UK, Isle of Man and Channel Islands;

Letter of sponsorship from future employment provider (must be valid) Non UK or non EEA only - valid only for applicants residing outside of the UK at the time of application;

Central or local government, government agency or local council document giving entitlement, for example from the Department for Work and Pension, the Employment Service, HMRC (Issued in the last 3 months) UK and Channel Islands;

Letter from head teacher or college principal (must still be valid) UK - for 16 to 19 year's old in full time education - only used in exceptional circumstances if other documents cannot be provided.