



Application for a Certificate of Sponsorship For Tier 5 of the Points Based System of the Immigration Rules

Please complete in BLOCK CAPITALS.

This is a specified form for the purpose of paragraph 34 of the Immigration Rules and must be used for all applications made on or after 14 June 2018.

Fees:

Tier 5 categories: Certificate of Sponsorship: £21
See page 7 for methods of payment

Please indicate the Certificate of Sponsorship category being applied for.

SPONSOR LICENCE CATEGORIES -**Tier 5- Temporary workers****Tier 5 (Creative and Sporting)**☐**Tier 5 (Government Authorised Exchange)**☐**Tier 5 (International Agreement)**☐**Tier 5 (Religious Worker)**☐**Tier 5 (Charity Worker)**☐

**Form valid
for use
from 16
January
2024**

Certificate of Sponsorship Application

Please complete all sections of the form. Where something is not appropriate please write N/A beside the question. If it is not known, please specify this. An Immigration Officer may however contact the sponsor to ask for further information/clarification.

The application form must be signed and dated on behalf of the licensed sponsor by the Authorising Officer as recognised by the Immigration Service¹.

You should read the current version of the Isle of Man Immigration Rules and the Immigration Sponsor Licensing Policy ensuring the relevant requirements are met before making this application. As the requirements change periodically, please ensure you consult the current version which can be found on our website www.gov.im/immigration

The sponsor should note that:

- the preparation and submission of an application for a certificate of sponsorship is the responsibility of the licensed sponsor;
- the decision whether or not to issue a certificate of sponsorship is the responsibility of Immigration Officers acting on behalf of the Lieutenant Governor; and
- Licensed sponsors are advised to seek their own legal advice from an immigration expert should they have any concerns about meeting the requirements.

If an application is incomplete or does not disclose all information it will be returned to the sponsor. This may cause delays in the consideration of this application and potentially delay any visa application needing to be made in connection with this Certificate of Sponsorship.

The Isle of Man Immigration Service accepts no responsibility for any loss caused to the licensed sponsor or migrant by any delay in the processing of this application.

It should be noted that under section 26 (c) of the Immigration Act 1971 as extended to the Island by the Immigration (Isle of Man) Order 2008 (as amended), a person commits an offence, if on any examination or otherwise he makes or causes to be made to an Immigration Officer or other person lawfully acting in the execution of a relevant enactment a return, statement or representation which he knows to be false or does not believe to be true.

Any person guilty of an offence under the Act shall be liable to conviction by a fine or with custody for a period of not more than six months or with both.

¹ Customs and Immigration is a Division of the Treasury, a Department of the Isle of Man Government.

Migrant's Personal Information	
Title:	
Family or last name:	
First name:	
Other names:	
Date of Birth:	
Nationality:	
Place of Birth:	
Full current residential address of migrant	
Is this a new Certificate of Sponsorship application or renewal?	Renewal <input type="checkbox"/> New application <input type="checkbox"/>
If the migrant is in possession of an Isle of Man Certificate of Sponsorship number please state it.	
If this is a Certificate of Sponsorship renewal what is the expiry date of the migrant's current period of leave?	
Identification Details	
Provide the relevant information relating to the migrant's identification. Write N/A in the relevant fields where appropriate.	
Passport number:	
Issue date:	
Expiry date:	
Place and country of issue of passport:	
National Insurance number (if renewal):	

Resident Labour Market Test (RLMT)

Please note that an RLMT only needs to be carried out if the CoS application is for a Tier 5 (Religious Worker)

<p>Does the job qualify for exemption from the RLMT?</p> <p>If Yes, please select the reason why – refer to the Immigration Sponsor Licensing Policy</p>	<p>Continuing to work in the same occupation <input type="checkbox"/></p> <p>Job is listed on the Shortage Occupation list <input type="checkbox"/></p> <p>High earner - £159,600 or above <input type="checkbox"/></p>
<p>Where the job is not subject to an exemption from the RLMT, have you provided documentary evidence to show how the RLMT was satisfied?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>State JobCentre vacancy reference: _____</p>
<p>RLMT: please state where else and when the job was advertised:</p>	
<p>How long was the job advertised for?</p>	
<p>Was the migrant sourced via an employment agency?</p> <p>If yes, please give full contact details of the agency:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

Employment Period

<p>Proposed Start Date:</p>	
<p>End date:</p> <p>12 months max: Creative & Sporting, Government Authorised Exchange (for a Work Experience Programme) or Charity Workers.</p> <p>24 months max: Religious Workers, Government Authorised Exchange or International Agreement (Other than as a Contractual Service Supplier)</p>	

Main Work Location Address

<p>Address:</p>	
<p>City/town:</p>	
<p>Country</p>	
<p>Postcode:</p>	

Other regular work addresses

Complete this section if the migrant will be working at a number of different sites, branches or addresses.

<p>Address:</p>	
<p>City or town:</p>	

Postcode:		
Migrant's Maintenance		
Has the sponsor satisfied themselves that migrant meets the maintenance requirements of paragraph 8 & 9 of Appendix C of the Immigration Rules?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If no, is the Sponsor certifying maintenance on behalf of the main applicant and dependants? (evidence to be provided if yes)	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Tier 5 Migrants	
Name, address and contact details of licensed sponsor. This may be an employer/international organisation who is undertaking the Sponsorship role	
Job Title:	
Standard Occupational Classification (SOC) Code – See Appendix J of the Immigration Rules Identify the most appropriate SOC code.	
Summary of job description/work undertaken:	
Annual salary (£)	
Details of any allowances, bonuses, travel, subsistence:	
State the essential qualifications for this position:	
Is the migrant switching from Tier 4 to Tier 5?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, does the migrant currently have permission to stay in the Isle of Man/UK as a Tier 4 migrant?	Yes <input type="checkbox"/> No <input type="checkbox"/>

Declaration and Consent

As Authorising Officer on behalf of the Sponsor, I confirm and agree that:

- **I have read and understood the current version of the Immigration Sponsor Licence Policy as published on the Isle of Man Immigration website and confirm that the Sponsor will comply with its sponsor duties;**
- **the information contained in this application and any supporting document is complete and accurate to the best of my knowledge and belief;**
- **if the Sponsor fails to comply with the sponsor licensing system then the Sponsor Licence may be revoked and that the Sponsor will no longer be able to sponsor migrants and the leave of such migrants already in the employment of the Sponsor may be curtailed rendering the migrant/s liable to leave the Isle of Man ;**
- **I will notify Immigration Officers in writing of any other information which is material to this application and to notify without delay of any material changes in the information provided in this application or changes in the Sponsor's or migrant's circumstances or new information relevant to this application as soon as it becomes available before this application is decided;**
- **I am aware that it is an offence under section 25 of the Immigration Act 1971, (as extended to the Isle of Man), to do an act which facilitates the commission of a breach of immigration law by an individual who is not a citizen of the European Union, knowing or having reasonable cause to believe that the act has this effect;**
- **I understand and accept that Immigration Officers may wish to make enquiries and carry out compliance checks and visits- both now and on a continuing basis - to satisfy themselves as to the initial and continuing fitness and propriety of the Sponsor to carry out its sponsor duties;**
- **the Sponsor agrees to co-operate with Immigration Officers when they are carrying out compliance checks and authorise the Key Personnel together with any other person, body or institution (including the Police) that the Immigration Officers may approach, to provide such information, as Immigration Officers believe may be relevant to such assessment;**
- **if the Sponsor or any person on its behalf knowingly makes any false representations or submits any false documents the application will be refused and the Sponsor or any person who facilitated the offence may be prosecuted;**
- **I understand that the assignment of a Certificate of Sponsorship does not guarantee the success of an individual's visa application.**

The Sponsor hereby applies for a certificate of sponsorship for the migrant named in this application.

I understand that all information given by me will be treated in confidence and will be processed by the Treasury for the purpose of determining my visa application.

Data will be processed in accordance with the Data Protection Act 2018 and the GDPR and LED Implementing Regulations 2018. Privacy Notices can be found at

www.gov.im/immigration

(Data Protection Officer: DPO-Treasury@gov.im Tel: 01624 686791)

Signed:_____
on behalf of the Licensed Sponsor by the Authorising Officer

Date:_____

Name of Authorising Officer:_____

Position within Sponsor organisation:_____

Method of Payment

Please indicate how you would like to pay for the Certificate of Sponsorship.

Included with the application:	
Cash	<input type="checkbox"/>
Cheque (Made out to "Isle of Man Government")	<input type="checkbox"/>

Payment after application form is submitted:
Over the telephone using debit or credit card by calling the Immigration team on: 685203