

Citizenship Checklist: Adult

Basic Requirements:

- Residence: five years' legal residence in the UK, one year ILR
- No more than 450 days' absence from the UK in the last 5 years, 90 days in the last year
- Passport/s or travel document/s to cover the past five years
- Good character
- Life in the UK Test
- Secure English Language Test B1

Cost:

- £1330 application fee plus £19.20 biometric enrolment fee = £1349.20
- Life in the UK Test £50
- Secure English Language Test B1 £150

Residence:

You must have been present in the UK on the precise day five years before the date your application is sent.

You need any one of the following to prove ILR:

- BRP
- Indefinite Leave to Remain or Indefinite Leave to Enter stamp in passport
- Immigration Status Document
- Home Office letter granting ILR

You need five years' address history: dates, addresses

Employment:

You need ten years' employment history: dates, employers, addresses

If you are self-employed, you need your latest Self-Assessment Statement and Tax Return.

Good Character:

You must declare any criminal convictions, civil judgements and police warnings or cautions. Please ask a CLEAR adviser if you have any convictions that may affect your application

The Home Office may also refuse citizenship if you were "in breach of immigration rules" at any point before you got leave to remain. Examples could be failing to report or evading immigration control. Please ask a CLEAR adviser if you think this may affect you.

Passport:

If your passport or travel document does not cover the whole of the last five years, you need to supply documents to prove residence for the time you didn't have a passport. Documents should include your full name, address and date. You will need at least one letter per year, two if possible. Ask a CLEAR adviser which letters would be best to send.



Life in the UK Test:

Applicants must have passed the Life in the UK test. This can only be booked online at <https://www.gov.uk/life-in-the-uk-test>. The cost is £50 and must be paid online. You will need an email address to do the online booking.

Secure English Language Test (SELT)

From May 2017 applicants must have passed an English test (Speaking and Listening) at level B1. This is equivalent to Entry Level 3. It must be taken at a secure testing centre and tests can only be booked online. There are now four test providers, Trinity, IELTS, Pearson and LanguageCert; LanguageCert has a test centre in Southampton and the other three have test centres in Portsmouth. If you need a test urgently all providers have several test centres in London which usually have test appointments at short notice.. The cost is £150 and must be paid online. The applicant will need an email address to make the online booking.

ESOL Entry Level 3 certificates that have not been taken at a secure testing centre will not be accepted (the rules changed in October 2015).

LanguageCert International ESOL B1 <https://selc.languagecert.org/>
IELTS Life Skills B1 <http://takeielts.britishcouncil.org/ielts-ukvi>
Trinity GESE Grade 5 (B1) <https://selcbooking.trinitycollege.co.uk/>
Pearson PTE Home B1 <https://pearsonpte.com/uk/ptehome/>

Photograph and Referees

You will need two recent passport photographs taken in the last three months.

You will need to ask two people to be your referees who have known you for at least three years:

- One professional person: can include teacher, health worker, accountant, solicitor, company director, religious leader. See <https://www.gov.uk/countersigning-passport-applications> for a full list of accepted occupations.
- One person who is not a relative who is either aged over 25 or has a British passport.

Before you start the application you will need to have the following information about each referee: name, date of birth, address, telephone number, email address, occupation and British passport number.

Application:

From March 2019 all applications must be made online. In order to complete and submit an online application you will need to supply all the information below and pay the fee online. If you would like to make your own application the form is at <https://www.gov.uk/apply-citizenship-indefinite-leave-to-remain/how-to-apply>

Service Centres

You need to scan and upload all documents and make an appointment at a UKVCAS Service Centre to enrol biometrics. There is a Service Centre in Southampton which costs £69.99, or a Core Service Centre in Croydon which has free and paid appointments.

UKVCAS offer a scanning service at additional cost.

From March 2019 you can no longer enrol your biometrics at a Post Office.