

Entry Clearance as a Spouse or a Partner of a British Citizen or a Settled Person

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About Us

West London Immigration Services (WLIS) specialises in providing UK immigration advice and representing clients towards visa success. Whether it is in applying for Entry Clearance, Further Leave to Remain, Settlement in the UK or as a citizen of the European Union, our experienced advisor will guide you through the process representing you for immigration purposes. West London Immigration Services are authorised and regulated by the Office for Immigration Services Commissioner (OISC [registration number F201400882]) to provide immigration advice and represent clients for UK immigration purposes.

Our History

West London Immigration Services (WLIS) started its immigration advisory practice in 2013 in Ealing, West London, United Kingdom.

Now based in Durham in the North East of England, WLIS serves clients throughout the United Kingdom and rest of the world using modern technology to provide flexible service conducive to supporting clients' convenience.



How do we work?

Following relocation from London to Durham and changes in the UKVI application process we require that approaching clients work with us on the following arrangement:

Step 1: Initial contact

Kindly contact us by our website, telephone or other social media channels requesting our advice/services and outlining your preferred contact time.

Step 2: Identification

We need a copy of the client's passport/ID, email and current address prior to providing the appointed advice or service. We therefore request this information be sent to us by email or post as soon as possible.

Step 3: Call back

We would be pleased to respond to a request for a call back happily contacting you to discuss your query via telephone (including mobile, WhatsApp, Viber, Skype) depending on your stipulated choice of communication.

Step 4: Initial document assessment

Initial documentation to support assessment can be sent to the advisor directly on WhatsApp, Viber or iMessage for initial advice purposes. N.B. Documents sent to us through this medium will not be used for the official application to the authorities and are only used for the purposes of providing quick advice to clients remotely.

Step 5: Contract of engagement

We will issue you with a client care letter by email which is a legally binding contract confirming your instruction for WLIS to represent you for immigration purposes.

Step 6: Returning a signed contract

We ask that you kindly return a signed copy of a client care letter to us via email or post. To help save paper and the environment, just the signature page and GDPR consent page of the client care letter are necessary.



Step 7. Document receipt

We will further assess all documents received at our offices via email or post. N.B. For documents you intend to post, kindly include a prepaid return envelope to avoid us charging a £15 admin fee plus postal cost.

We advise that clients send colour scan copies of documentation.

Step 8: Home Office application

We will complete the application on your behalf using communication channels such and WhatsApp and Viber in order to obtain the appropriate level of details from yourself enabling us to represent you for immigration purposes. These communication channels provide you with the flexibility of responding at your own convenience enabling speedy communication for when such requested information is available to you. Please be assured, we may send you multiple drafts for your confirmation and review prior to making the final submission.

Note:

Once the client confirms details on a partially completed application, only then will we proceed towards submission of the application to the authorities.

Step 9: Application submission

We will submit your application on the Access UK site at gov.uk for both UK and overseas-based applicants. As payment to the authorities must be made directly and at this point, the payer must be available at the time the application is submitted.

Step 10: Documents submission

For the purposes of having a record of successful submissions, we prefer to submit supporting documentation online ourselves to the Home Office authority through its chosen contractors' portals (VFS, Teleperformance or Sopra Steria (UKVCAS). Note: We will therefore request from you your login details and consent prior to accessing the submission portal.

Step 11: Biometric enrolment

We will book an appointment on your behalf for biometric enrolment with the Home Office at the Visa Application Centre (VAC) aimed at being as convenient for you as possible in terms of location and time.

Step 12: Visa decision

Usually, the UKVI will write to us with the outcome of your visa application. Decision received by us: We will provide you with an update via email BRP card received at our address (We will post it to your address £15 admin and postal cost applies) An email of the outcome is generally sent in many countries however some countries only find an outcome once the passport is collected at the VAC where the application was made. Upon receiving a decision, you agree to send us a copy of the decision (visa or refusal) Upon arrival in the UK and on collection of BRP you agree to send us a copy for our compliance and record purposes.

Step 13: File closure

When all above twelve steps are concluded we will close your file providing you with confirmation of file closure by email.

Note: Any new instruction upon the UKVI decision of the initial instruction would be treated as a new case thereby incurring a fee and repeat of the above process.

Entry Clearance as a Spouse or a Partner of a British Citizen or a Settled Person

If you are married to or the partner of a British Citizen or a person present and settled in the UK (Indefinite Leave to Remain holder), you may be eligible to apply for entry clearance as a spouse under section Appendix FM of the Immigration Rules. The applicant applying for entry clearance as a spouse of a British Citizen or a person settled must meet the following requirements:

- 1. Fit the suitability criteria as set out in the Immigration Rules.
- 2. Be in a genuine and subsisting relationship as a spouse of a person present and settled in the UK.
- 3. Meet the financial requirement whereby the UK spouse of the applicant must earn at least £18,600 gross per year (from employment,
 - self-employment or other means) or otherwise have savings of £62,500.
- 4. Have adequate accommodation enabling both the applicant and the UK spouse to be accommodated in the UK without recourse to public funds.
- 5. Demonstrate their ability in English at CEFR level A1 as required by the UK Immigration Rules.

The applicant must provide evidence that the sponsor's gross annual income is at least: The applicant must provide evidence that the sponsor's gross annual income is at least:

- 1. £18,600; with an additional £3,800 for the first Non-EEA child; and £2,400 for each Non-EEA additional child; alone or in combination with specified savings of
 - (i) £16,000; and
 - (ii) additional savings of an amount equivalent to 2.5 times the amount which is the difference between the gross annual income and the total amount required.

When determining whether the financial requirement is met only the following sources will be considered:

- 1. Income of the partner from specified employment or self-employment, which, in respect of a partner returning to the UK with the applicant, can include specified employment or self-employment overseas and in the UK.
- 2. Specified pension income of the applicant and partner.
- 3. Any specified maternity allowance or bereavement benefit received by the partner in the UK.
- 4. Other specified income of the applicant and partner; and
- 5. Specified savings of the applicant and partner.

Financial requirement Exemption

1. Savings:

If you have a savings of £62,500 or more maintained in yours or spouse's account for a continuous 6 months prior to the application date

2. Adequate Maintenance

If the sponsor is in receipt of the following Benefits in the UK.

- Carer's Allowance
- Disability Living Allowance
- Severe Disablement Allowance
- Industrial Injuries Disablement Benefit
- Attendance Allowance
- Personal Independence Payment
- Armed Forces Independence Payment or Guaranteed Income Payment under the Armed Forces
 Compensation Scheme
- Constant Attendance Allowance, Mobility Supplement or War Disablement Pension under the War Pensions Scheme
- Police Injury Pension

If the applicant meets the requirements, the applicant will be granted entry clearance for an initial period not exceeding 33 months, and subject to a condition of no recourse to public funds (benefits, etc.).

In the event that the application for entry clearance in this category is refused by an Entry Clearance Officer (ECO) processing the application, an entry clearance appeal can be filed with the First Tier Tribunal within 28 days of the date of receipt of the refusal letter.



Here's how West London Immigration Services can help you

Our expert Immigration Advisor working upon your instruction is experienced in dealing with applications for entry clearance as a spouse or partner (unmarried/civil) of a British Citizen or a person present and settled in the UK. Our background and knowledge base enables us to flag any issues and provide you with representation to ensure your application has the best chance of success. Contact our OISC (Office of the Immigration Services Commissioner) regulator-approved advisors for fast, friendly, reliable, honest and professional immigration services.

Upon appointment our Immigration Advisor would do the following throughout the representation process:

- 1. Take detailed instructions from you and advise you of the relevant immigration laws and procedures to which compliance must be demonstrated to the Entry Clearance Officer (ECO) who will assess your UK spouse visa application.
- 2. Discuss your application for entry clearance for UK spouse visa in detail with you advising you on the weaknesses and strengths of your application.
- 3. Advise what documentary evidence must be submitted in support of your UK spouse visa application.
- 4. Carefully consider the contents of the documentary evidence to be submitted in support of your UK spouse visa application and engage in a supportive discussion of this with you.
- 5. Complete the relevant immigration form for your UK spouse visa application and discuss the same with you.
- 6. If relevant to your case, our advisor will prepare a sponsorship declaration for you.
- 7. Prepare a cover letter to introduce and support your UK spouse visa application.
- 8. Liaise and follow up with the Entry Clearance Officer for an expeditious decision on your spouse visa application.
- 9. Advise you of the Entry Clearance Officer's decision and of any implications.

General Document and information required

In order for us to assess your eligibility and proceed with your instruction we require the following where applicable.

Note we require 300dpi or higher scan on A4 size either on JPG, PNG or PDF and will not accept a mobile snaps or mobile scanner copies.

Identity Requirement

- 1. Passport scan/copies in colour.
 - · Applicant,
 - · Sponsor,
- 2. Valid national ID or citizenship card with English Translation (If applicable)
 - Applicant
- 3. Sponsor's British citizenship detail if a citizen or proof of Indefinite Leave to Remain (ILR)
 - · Certificate of Registration/Naturalisation.
 - ILR Vignette on passport or NTL/ILR BRP card front and back
- 4. Applicant's police clearance certificate or Disclosure and Barring Service (DBS) equivalent issued where they are resident.

Financial Requirement

- 1. Sponsor's Employment letter on headed paper confirming, salary, start date, and position dated recently prior to the application.
- 2. Payslips for the last 6 months if in continuous employment or all payslips with in the past 12 months if not in continuous employment with one employer.
- 3. Bank statement showing the last 6 months payslips showing the payslips net amount paid into an account or Bank statement with in the past 12 months if not in continuous employment with one employer.
- 4. P60 of the sponsor for the financial year relied upon (if applicable)
- 5. Contract of Employment (optional).

Application/Appendix II Requirement

- 1. Signed sponsor undertaking form (we will send this completed during application).
- 2. Declaration signed by both the sponsor and an adult applicant (we will send this completed during application).

Accommodation Requirement

- 1. Property Tenancy/ownership document (Tenancy Agreement, HM Land Registry Document).
- 2. Council Tax Bill.
- 3. Any Utility Bills in the Name of the sponsor.
- 4. If sponsor is living with parents or with relatives a letter from the property owner with ID in support of the application (we can assist you with a draft upon instruction and information).
- 5. Property inspection report where you propose to house the applicant (this is to ensure the overcrowding regulation is adhered and migrant's welfare is considered).
- 6. Names, Nationality, Date of Birth and passport number of everyone residing at the property.

Relationship Requirement

- 1. Marriage certificate between the applicant and the sponsor.
- 2. Relationship Verification certificate (if applicable)
- 3. Evidence of Relationship
 - a. Photographs together (wedding, casual)
 - b. Communication screenshots
 - c. Remittance slips (if applicable)
 - d. Proof of living together for over 2 years (unmarried partners)
 - i. Proof of addresses
 - ii. Testimonies with ID's

Secure English Test Requirement (SELT)

- 1. A1 Level English Language pass report from an applicant.
 - IELTS SELT Consortium IELTS Life Skills A1 Speaking & Listening
 - LanguageCert International ESOL SELT A1 (Speaking & Listening 60/100 required
 - Pearson Education Ltd PTE Home A1 Pass Required

TB Clearance

1. UK-Pre departure TB clearance certificate from an approved clinic (some countries are exempt please ask the advisor for clarification)

Additional application related information

- 1. Applicant's Father and Mother's Name, Nationality and Date of Birth (if known).
- 2. Any travel details (applicant) outside of the country of residence in the past 10 years Please list dates in and out, country and purpose.
- 3. Any previous visa refusal to any country (applicant).
- 4. Dates of your relationship DD/MM/YYY
 - Where did you first meet in person?
 - When did you last see your husband/wife in person?
 - How do you communicate with each other (name social media apps)?
 - Dates when you lived together and where?

For dependent Children

- 1. Children's Birth Certificates
- 2. Children's passport copies
- 3. School attendance letter (if attending school)

Application made outside the country of Nationality

1. Colour copy of residence permit/visa e.g. Hong Kong ID for applicant and sponsor where a foreign national living in Hong Kong is applying from Hong Kong.

Financial Requirement:

To Sponsor	Salary Required/Year
 Spouse or a Child Spouse plus 1 Child Spouse plus 2 Children Spouse plus 3 Children Spouse plus 4 Children 	£18,600 £22,400 £24,800 £27,200 £29,600

Current Fees:

Visa application fee - £1,523 per applicant

Immigration Health Surcharge (IHS) Fee - £624/Year for Adult and £470 Per year for Child applicant (charged upfront for the duration of the visa hence £1560 plus charges).

Note: Visa Fee and IHS Fee are automatically calculated by the Gov.uk application portal on application and are charged in the local currency where applicant is making application from or in USD hence the fee advised may vary depending on the exchange rate or increment/decrement by the Home Office.

Where to send your documents

You may email or post all documents and information to the contact details provided below:

By Post:

WLIS, c/o Rupak Paudyal, 19 North Terrace, DURHAM, DH1 5EF, United Kingdom T: +44 (0) 191 386 2327 Mob: +447739864487.

By Email:

To Rupak Paudyal: E: rupak@wlisuk.com or to applications@wlisuk.com with your client reference number.

Our fees:

Our fees for Appendix FM Entry clearance applications are £800 per applicant. Family applying jointly with more than one children will be offered a concession please discuss it with the advisor.

Note: Our fees are non-refundable upon completion of instruction and we do not guarantee success on the visa outcome as final decision lies with the Home Office.

Payment method/instructions

Payment method would be via bank transfer and WLIS do not accept cash payments or in person.

Payment instructions will be sent to you by the advisor, mentioned on client care and will also be available on the invoice of service upon agreement.

Call us on 0191 3862 327 for more information or contact Mr. Rupak Paudyal directly on 077 3986 4487 for a free initial assessment of your requirements and more details.

