UK Indefinite Leave to Remain

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Document Checklist 2026 — Skilled Worker Route (SET(O))

Critical — Highest refusal risk | Required — Always required | Conditional — Depends on circumstanc

Employer documents (7 items)

Documents your HR or legal team must prepare and sign before the employee applies

Employer doc 01

Sponsor confirmation letter (continued employment)

Critical

On company letterhead — issued within 28 days of SET(O) submission date. Must state job title, SOC code, current salary ≥ £41,7 p.a. (or going rate), and confirm the role is still required.

Employer doc 02

6 months consecutive payslips (most recent)

Required

Must show gross salary, employer name, employee name, and PAYE reference. Amounts must match the bank statements and sponsor letter.

Employer doc 03

P60 — most recent completed tax year

Required

Employer-issued HMRC-compliant P60. If employee changed jobs mid-year, include P45 from previous employer.

Employer doc 04

Certificate of Sponsorship (CoS) reference numbers — all CoS during 5-year period

Critical

Retrieve from Sponsor Management System (SMS) / Sponsor UK. Must cover every sponsorship grant during the qualifying perioc including any with previous employers.

Employer doc 05

Employer bank statements showing salary credits (3 months)

Required

Must be dated within 28 days of application date. Show salary credits matching employee name and payslip amounts.

Employer doc 06

Letter confirming job role change

Conditional

Conditional: only required if employee changed job title or SOC code during the 5-year qualifying period. Must confirm previous an new role, SOC code, and date of change.

Employer doc 07

Previous employer CoS confirmation letter

Conditional

Conditional: only required if employee changed employer during the 5-year period. Include CoS reference, employment dates, and P45.

Employee documents (11 items)

Documents the employee must gather and bring to their UKVCAS biometric appointment

Employee doc 01

Current valid passport + all previous passports covering the 5-year period

Critical

Original passport required. All previous passports showing entry/exit stamps during the qualifying period must be presented. Missir passports create unexplained residence gaps.

Employee doc 02

Life in the UK Test pass certificate

Critical

Required for all applicants aged 18–64. Must be passed before submitting the SET(O) form — cannot be submitted retrospectively Pass certificate does not expire.

Employee doc 03

Current Biometric Residence Permit (BRP)

Required

Original BRP card required. Still needed in 2026 to bridge the digital eVisa record. If lost, obtain a replacement before applying.

Employee doc 04

Travel history: all passports covering 5-year period + absence log

Critical

A dated absence log (spreadsheet or table) listing every trip outside the UK with dates and destination. Maximum 180 days outside the UK in any single 12-month qualifying period.

Employee doc 05

Personal bank statements — 6 consecutive months

Required

Most recent 6 months. Most recent statement must be dated within 28 days of the application date. Must show regular salary credi matching payslip amounts.

Employee doc 06

Proof of UK address — 2 recent documents from different sources

Required

e.g. council tax bill + utility bill. Each issued within 3 months of the application date. Must be in English. Mobile phone bills not accepted.

Employee doc 07

English language evidence (if not from majority English-speaking country)

Required

e.g. degree taught in English, or SELT result at B1+ from a Home Office-approved provider. Not required if already provided when t Skilled Worker visa was granted.

Employee doc 08

SET(O) online application submission confirmation

Required

Completed and paid (£3,226) via gov.uk. Confirm SET(O) is selected — not SET(M) (family routes). The reference number is need for the UKVCAS appointment.

Employee doc 09

UKVCAS biometric appointment booking confirmation

Required

Booked via the UKVCAS portal after online submission. Employee must not travel outside the Common Travel Area between submission and decision — departure = automatic withdrawal.

Employee doc 10

Marriage or civil partnership certificate

Conditional

Conditional: only if partner is applying as a dependant on the same SET(O). Must be in English or include a certified translation.

Employee doc 11

Children's passports and birth certificates

Conditional

Conditional: only if dependent children (under 18) are applying jointly. Include each child's current passport, BRP, and birth certifica Children who are 18 at application date cannot be added as dependants.

Key facts — UK ILR 2026

Application fee	£3,226 per person (Priority +£500 / Super Priority +£1,000)
Processing time	Up to 6 months (standard); typically 2–3 months
Qualifying period	5 continuous years on Skilled Worker / Tier 2 visa
Earliest application	28 days before the 5-year qualifying date
Salary threshold	£41,700 p.a. or going rate (whichever higher); healthcare/edu: £25,000
Max absences	180 days outside UK in any 12-month qualifying period
Life in the UK Test	Must be passed before submitting — no expiry
Biometrics	Mandatory UKVCAS appointment — no physical ILR card issued in 2026
Travel restriction	Must not leave Common Travel Area between submission and decision

After ILR granted	Sponsorship obligations end immediately; British citizenship after 12 months

For embassy-specific requirements, absence calculation, sponsor letter drafting, and rejection-risk review, talk to the Jobbatical immigration team at **jobbatical.com/book-a-demo**

Disclaimer: This checklist is for general guidance only and does not constitute legal or immigration advice. Requirements may change without notice. Verified May 2026 by Jobbatical immigration specialists.