

**APPLICATION FOR
INDEFINITE LEAVE TO REMAIN IN THE UK
AS A FAMILY MEMBER
(AS LISTED IN THIS FORM)
OF A PARENT, PARENTS OR OTHER RELATIVE
PRESENT AND SETTLED IN THE UK**

In addition to this application form, you need "Applying on Form SET(F): Guidance Notes", which you can get from our website at www.bia.homeoffice.gov.uk or by calling 0870 241 0645.

Child under the age of 18 of a parent, parents or a relative present and settled in the UK

Adopted child under the age of 18 of a parent or parents present and settled in the UK

Parent, grandparent or other dependent relative aged over 18 of persons present and settled in the UK

THE ADDRESS TO WHICH YOU MUST POST YOUR APPLICATION ON FORM SET(F) IS:

**Border and Immigration Agency
Leave to Remain - SET(F)
PO Box 495
Durham
DH99 1WR**

This form is valid only for applications made on or after 2 April 2007

GUIDANCE ON COMPLETING PAYMENT DETAILS

The fee

For applications made on this form, there is a fee of **£750** for applications made by post and **£950** for applications made in person at our Public Enquiry Offices. Applying by post takes longer.

There is only one fee per application form. The immigration rules for the categories for which you must use form SET(F) do not allow for any dependants. Because of this, you may not include dependants in the application. They must apply separately. See the separate guidance notes mentioned on the front page of this form for more information.

How can you pay?

You can pay by any of the following methods:

- Cheque
- Postal Order
- Credit card - Visa (including Electron) or MasterCard only
- Debit card - Delta, Maestro*, Switch (including Solo)
- Banker's draft
- Cash - but only for applications at a Public Enquiry Office; **please don't send cash by post.**

We do not accept any other form of payment.

* Please note that we will accept any Maestro card if you are applying in person at a Public Enquiry Office but only Maestro cards issued in the UK if you are applying by post.

If submitting more than one application form at the same time, you must make a separate payment for each form.

Cheques and postal orders

You must make the cheque or postal order payable to '**Home Office Leave to Remain**' and cross the cheque or postal order A/C Payee only.

Please write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or postal order and keep the postal order stub(s).

Please make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

If applying by post, please attach your cheque or postal order to the front of the application form.

If applying in person at a Public Enquiry Office and paying by cheque, you must have a cheque guarantee card with a limit sufficient to cover the amount to be paid.

Completing the payment details page

To ensure that your payment is processed without any delay, please follow the guidance opposite when completing the next page.

Applicant's details (1 to 5)

- 1** Full name of main applicant as given in his or her passport.
- 2** Nationality of main applicant. If more than 25 letters, please abbreviate.
- 3** Date of birth (day/month/year - eg 3 January 1980 should be written 03 (day) 01 (month) 1980 (year).
- 4** Home Office reference (if you have one).
- 5** The address of the person named in 1.

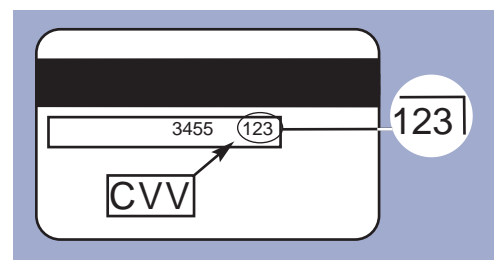
Contact details for payment queries (6 to 7)

We need the details of the person to contact if we have a question about the payment. The contact may be different from the name given in 1 if an immigration adviser or other person is making the payment. Complete 6 to 7 as shown below only if the payer's name and address are different from those of the applicant.

- 6** The name of the contact.
- 7** The address of the person named in 6.

Method of payment (8 to 15)

- 8** Tick one of the boxes to show method of payment.
- 9** If paying by cheque, enter the cheque number, account number and bank sort code.
- 10** If paying by card, tick one of the 5 boxes to show the type of card.
- 11** Tick the fee which you are paying.
- 12** Complete 12-15 only if paying by card.
- 14** The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.



- 15** It is the person named on the credit/debit card who must sign and date.

SECTION 4 - YOUR PERSONAL CIRCUMSTANCES

Do not complete this section if you are applying in the child or adopted child under the age of 18 categories.

4.1 Which of the following are you? Please tick.

Single

Married

Divorced

Widowed

4.2 Are you currently in good health? If not, please give details below. Continue on a separate sheet if necessary and enclose it with this form.

Yes

No

4.3 Are there any compelling or compassionate factors that you would like us to consider? If so, please give full details below. Continue on a separate sheet if necessary and enclose it with this form.

Yes

No

4.4 Who owned the house in which you lived in your home country?

4.5 How many rooms are there in that house?

4.6 Is the house in a good state of repair?

Yes

No

4.7 Did you live alone?

Yes

No

4.8 If not, who lived with you and why can that arrangement not continue? Please explain below. Continue on a separate sheet if necessary and enclose it with this form.

SECTION 6 - PERSONAL HISTORY

You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true. Information given will be checked with other agencies.

6.1 Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgments made against you? Yes No

*If you have answered **yes** to question 6.1 above please give details below for each criminal conviction and/or civil judgment, starting with the most recent one - but first see **Note 1** about criminal convictions. If you or any dependants included in this application have received more than two convictions and/or civil judgments, give details in a copy of this page and enclose it with this form.*

Note 1 Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.

Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or the civil action (give details on a separate sheet and enclose it with this form if you need more space)

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Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

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Country where the sentence was passed or the civil judgment was made

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Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or civil action (give details on separate sheet and enclose it with this form if you need more space)

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Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

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Country where the sentence was passed or the civil judgment was made

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For help in answering the questions below, please see the definitions on the next page.

6.2 Have you or any dependants included in this application ever been charged in any country with a criminal offence for which you have not yet been tried in court? Yes No

6.3 In times of either peace or war have you or any dependants included in this application ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide? Yes No

6.4 Have you or any dependants included in this application ever been involved in, supported or encouraged terrorist activities in any country? Yes No

6.5 Have you or any dependants included in this application ever been a member of, or given support to, an organisation which has been concerned in terrorism? Yes No

6.6 Have you or any dependants included in this application ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts? Yes No

SECTION 6 - PERSONAL HISTORY(continued)

6.7 Have you or any dependants included in this application ever engaged in any other activities which might indicate that you may not be considered to be persons of good character?

Yes

No

If you have answered **yes** to question **6.2, 6.3, 6.4, 6.5, 6.6** or **6.7** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

DEFINITIONS

For the purposes of answering questions **6.3** to **6.7**, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at www.opsi.gov.uk/acts/acts2001/20010017.htm or purchased from The Stationery Office (telephone **0870 600 5522**). It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants included in the application.

War crimes

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

Crimes against humanity

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

Genocide

Acts committed with intent to destroy, in whole or in part, a national, ethnical, racial or religious group.

Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that involves serious violence against a person; that may endanger another person's life; creates a serious risk to the health or safety of the public; involves serious damage to property; is designed to seriously disrupt or interfere with an electronic system.

Organisations concerned in terrorism

An organisation is concerned in terrorism if it commits or participates in acts of terrorism; prepares for terrorism; promotes or encourages terrorism (including the unlawful glorification of terrorism); or is otherwise concerned in terrorism.

SECTION 7 - DOCUMENTS AND PHOTOGRAPHS

For your application to be valid and complete, you must provide the documents and photographs listed in this section which are relevant to your application. Tick the boxes next to the relevant items to show the documents and photographs you are providing. Attach the photographs to the space in section 1 as instructed there.

7A All categories

- Two recent passport-size photographs of yourself** with your name on the back of each photograph. Please see the separate guidance notes for information on what types of photograph are acceptable.
- Your current passport or travel document.** If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.
- Your police registration certificate** if you have been asked to register with the police.
- Document(s) showing the relationship between you and your parent(s) or sponsor,** such as full birth certificates showing the parents' names or an adoption order if you are applying as an adopted child under 18.
- Document(s) showing that your sponsor or parent(s) is/are present and settled in the UK** (see Note 2 below). List any such documents below. Continue on another sheet if necessary and enclose it with this form.

Note 2 *The document(s) must be your sponsor's or parent(s) current passport or travel document; or*

if your sponsor/parent(s) is a British citizen without a passport, his/her full birth certificate (showing the parents' names), accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years; or

if your sponsor/parent is a non-British citizen without a passport, a Home Office letter or other document showing that he/she has been granted indefinite leave to enter or remain in the UK, accompanied by at least one other formal document as evidence of ordinary residence in the UK for the last three years.

The following are examples of formal documents that may be provided as evidence of ordinary residence for the last three years: notice of income tax coding, driving licence, building society savings book(s)/bank statements, National Insurance or National Health Service registration issued by the Department for Work and Pensions or a local health authority.

- Evidence of finances.** Bank statements, building society savings book(s), pay slips or other financial documents as evidence that you can and will be maintained and accommodated without recourse to public funds (see Note 3 below).

Note 3 *The documents showing the finances available to you and/or to the person supporting you should cover at least the last 3 months. We do not accept internet or cashpoint statements as evidence of finances.*

7B Parent, grandparent or other dependent relative aged over 18

- Document(s)** showing that you are wholly or mainly financially dependent on your sponsor.
- Credit transfer slips** or other document(s) from your sponsor as evidence of the support that they have provided to you over the last 6 months.
- Sponsorship undertaking** (section 9) completed by the relative who is sponsoring you.
- A doctor's letter or certificate** showing any condition(s) for which you require medical treatment (see Note 4 below).

Note 4 *The document(s) must be from a Registered Medical Practitioner or General Practitioner. These must contain information about the nature of your illness, the treatment required and its estimated duration.*

SECTION 8 - DECLARATION

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.

I hereby apply for indefinite leave to remain in the UK. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself.

I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence but that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions.

I understand that documents provided in support of this application will be checked for authenticity. False documents will be retained and may result in my application being refused and my case being referred to the UK Immigration Service and other relevant authorities for the purposes of my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom by means which include deception.

Signed

Date

Certificate

I certify that this document, apart from this certificate, is an undertaking given in pursuance of the Immigration Rules within the meaning of the Immigration Act 1971.

Signed by the official named below, being a person authorised to make this certificate on behalf of the Secretary of State.

Name of the certifying official (in block capitals)

Signature

Date

Personal
date stamp

DOCUMENT CHECKLIST

Please complete this part of the form. It will help us to make sure that we have received the documents you supplied and to keep a record of them while they are in our possession. The list is a standard one covering important documents which are common to most application types. Please state how many of each of the following you have provided.

Passports and/or travel documents
 Police registration certificates
 Birth certificates
 Marriage or civil partnership certificates
 Driving licences
 Other (please list below)

FOR OFFICIAL USE ONLY

Passports and/or travel documents
 Police registration certificates
 Birth certificates
 Marriage or civil partnership certificates
 Driving licences
 Other (please list below)

Signed

Date

APPLICANT'S CHECKLIST

To ensure that your application is valid and complete, please make the following checks before posting it. Tick each box that is relevant to your application.

Is SET(F) the right form for you and is it valid for use? See date on front page.
 Have you completed the Payment Details page and made the correct payment?
 Have you ticked a box in Section 2 to show the category in which you are applying?
 Have you completed the rest of the form as specified?

Have you sent the documents specified in section 7 as listed below?

Current passport(s) or travel document(s)
 Photographs
 Police registration certificate(s)
 All other relevant documents specified in section 7.

Have you, or a parent or guardian if you are under 18, signed and dated the declaration in section 8?
 If you have a sponsor, has he or she completed and signed the undertaking in section 9?
 If you are unable to send us any of the documents specified in section 7 which are relevant to your application, have you given an explanation and said when you will be able to send them?

Finally, please make sure that the application is addressed exactly as shown below.

Border and Immigration Agency
Leave to Remain - SET(F)
PO Box 495
Durham
DH99 1WR