

LIST A - PERMANENT RIGHT TO WORK	
1.	A current or expired British passport.
2.	A current or expired Irish passport or passport card.
3.	A document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man, which has been verified as valid by the Home Office Employer Checking Service, showing that the holder has been granted unlimited leave to enter or remain under Appendix EU(J) to the Jersey Immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules
4.	A current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
5.	A current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, <b>AND</b> an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.
6.	A birth or adoption certificate issued in the UK, <b>AND</b> an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer
7.	A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland, <b>AND</b> an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.
8.	A certificate of registration or naturalisation as a British citizen, <b>AND</b> an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer
LIST B GROUP 1 - TIME LIMITED (VALID UNTIL EXPIRY DATE)	
1.	A current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to do the type of work in question.
2.	A document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man, which has been verified as valid by the Home Office Employer Checking Service, showing that the holder has been granted limited leave to enter or remain under Appendix EU(J) to the Jersey Immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules.
3.	A current Immigration Status Document containing a photograph issued by the Home Office to the holder with a valid endorsement indicating that the named person may stay in the UK and is allowed to do the type of work in question, <b>AND</b> an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.
LIST B GROUP 2 - TIME LIMITED (VALID FOR 6 MONTHS)	
1.	A document issued by the Home Office showing that the holder has made an application for leave to enter or remain under Appendix EU to the immigration rules on or before 30 June 2021 <b>AND</b> a Positive Verification Notice from the Home Office Employer Checking Service.
2.	A Certificate of Application (digital or non-digital) issued by the Home Office showing that the holder has made an application for leave to enter or remain under Appendix EU to the immigration rules (known as the EU Settlement Scheme), on or after 1 July 2021, <b>AND</b> with a Positive Verification Notice from the Home Office Employer Checking Service.
3.	A document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man showing that the holder has made an application for leave to enter or remain under Appendix EU (J) to the Jersey Immigration Rules or Appendix EU to the immigration Rules (Bailiwick of Guernsey) Rules 2008, or Appendix EU to the Isle of Man Immigration Rules <b>AND</b> with a Positive Verification Notice from the Home Office Employer Checking Service.
4.	An Application Registration Card issued by the Home Office stating that the holder is permitted to take the employment in question, <b>AND</b> with a Positive Verification Notice from the Home Office Employer Checking Service.
5.	A Positive Verification Notice issued by the Home Office Employer Checking Service to the employer or prospective employer, which indicates that the named person may stay in the UK and is permitted to do the work in question.

## FAQs

1. **I have a Biometric Residence Permit, a Biometric Residence Card, or a Frontier Work Permit. Can I use this to prove my Right to Work?**

As of 6<sup>th</sup> April 2022, we can no longer accept the physical card. You can send us a **share code** to prove your right to work. You will also need to send us your **date of birth** and an **official document which shows your name and national insurance number**. This can be a copy of the physical card, a letter from the government, a recent payslip, or your Biometric Residence Permit if it is printed on the back.

2. **Where can I get a share code?**

You can get a share code online at <https://www.gov.uk/prove-right-to-work/get-a-share-code-online>

3. **I am on a student visa and have work restrictions during certain dates.**

If there are limitations on your visa, for example, you can only work during term time or can work limited hours, we will need to request confirmation of your term dates from the school/university.

