



Introduction

Dear Candidate,

Congratulations on receiving a job offer in the UK! We are pleased to support you on your journey relocating to the UK. We are sharing this guide that we kindly ask you to read carefully that will answer most of the questions you might have to let you know about what to expect after your job offer.

Please note that we strongly recommend that you do not take any action regarding any of your life situations until advised otherwise by TBB. This post-job offer stage can have unexpected delays and it is not a guarantee that your visa will be processed in the time frame provided. So, please do not quit your job, terminate your apartment lease, or anything of that sort. We kindly ask you to be patient as you are guided throughout the process.

Employment Contract Terms and Conditions

The contract provided by your employer should outline the terms of employment (note, this contract is not legally binding until you have officially begun employment at your employer). Any specific questions about the contract or conditions of employment should be referred to your employer.

Information about workplace entitlements in the UK can be found [here](#).

Commitment to Employer

Similar to TBB, your employer believes in your talent and skills and is looking forward to having you on their team. It is important to recognize that your employer is dedicating considerable time and resources to facilitate your relocation to the UK, and as such, you are expected to show the same commitment towards your employer. You will be relocating on the Skilled Worker Visa which means your visa will be tied to your employer as they are your sponsor.

We do ask you to please be mindful when making a decision regarding your employment.

Next Steps

Once you have signed the contract, you will be connected with an immigration law firm chosen by your employer to support you on your visa application and submit it on your behalf. They will have the legal

expertise to guide you through the process. If you have any questions or concerns about your visa, they are the best suited to assist you. Please follow their instructions and advice on how to proceed.

Visa Type

You will be relocating to the UK on a temporary Skilled Worker Visa under the Displaced Talent Mobility Pilot with a pathway to permanent residency. You and your immediate family members will all have temporary residency once you land in the UK. Your family members will have the same right to work as you do and the right to access free public healthcare. After five consecutive years of living and working in the UK, you will be eligible to apply for Indefinite Leave to Remain which is the equivalent of permanent residence status. And one year after being granted Indefinite Leave to Remain, you will be able to apply for citizenship and obtain a UK passport.

Family Members

You will be relocating on the Skilled Worker Visa, under this pathway, the definition of dependent family members applies to spouses as well as children below the age of 18. This means that your parents or siblings cannot be included in the visa application.

However, sometimes certain employers will recommend and advise you to relocate on your own first and after a few months of arriving, you can sponsor your immediate family members to join you in the UK. Whether you bring your family members with you from the time of arrival or wait a few months, is something that can be determined once you receive and accept your job offer.

Visa Preparation

Your immigration lawyer will help you to prepare for your visa application. They will start by requesting a list of documents for you to prepare. You will need to translate your documents to English by an authorized translator near you. We have prepared a list of potential requested documents [here](#).

There are also a set of application forms that your immigration lawyer will prepare and share with you to revise, add any missing information, and eventually sign. Please carefully review these forms as they will contain a lot of important and detailed information about you and your family background. It is important that you always make sure to add all of the necessary information and be as transparent as possible. Any misleading information will negatively impact your visa application.

Before your visa application is submitted, your employer will need to prepare a Certificate of Sponsorship (COS).

You will also be expected to complete a certified English Language Test and pass with a minimum score of 4 on each component. There are two accepted English tests; IELTS UKVI and PTE UKVI. You will need to demonstrate that you have 'functional english'. If you have a University degree or its equivalent and can obtain proof that all of your courses were in English, then you will not need to complete a test and instead may receive an assessment through ECCTIS. TBB will support you with this but you will need to provide

your degree certificate, degree transcript, and letter from your University confirming all your instruction was in English.

Pearson - PTE English Test

TBB is partnered with [Pearson](#) and has provided our candidates with free PTE test vouchers and free scored practice tests that can be accessed easily. Fortunately, the PTE is one of the accepted English tests for the visa to the UK, so if you decide to sit for the PTE, you will not have to pay for the fee of the English language test. Please request a free voucher directly from TBB.

Costs

There are certain costs associated with your immigration application and process, however, your employer will be covering some of these costs including the visa application costs, your flights to the UK, and settlement support upon arrival. There are additional costs that will be covered by you that are mostly required while you are still in host country such as;

1. English Testing (this will be reimbursed by your employer at a later date)
2. Document translation
3. Exit fees if applicable

In case you are struggling to cover these costs, we can work out a solution where you can be provided with a small, interest free loan through Pathway Club and this can be repaid after you relocate to the UK.

Pathway Club

[Pathway Club](#) provides displaced people with financial support to help them take advantage of international career opportunities as a means toward security and self-sufficiency. TBB is a trusted partner of Pathway Club. Read more about Pathway Club by visiting: <https://pathwayclub.org/> and for their FAQ page: <https://pathwayclub.org/faq>. If you are in need of Pathway Club support, please inform TBB.

Visa Processing

You will be requested to attend an appointment at a UK embassy or Visa Facilitation Services centre to submit your biometrics as part of your application. During the appointment, your fingerprints will be scanned and a photo of your face will be taken. You will also be asked to provide your passport. Thereafter, TBB will ensure that the reference number for your visa application is submitted to the appropriate authorities for priority processing. We expect that your application will be processed within 5-10 days from the date of your biometric appointment. **However, please keep in mind that the processing timeline may vary**

depending on your special circumstance and could take longer than the suggested time. TBB will make sure we do our best to eliminate any potential delays.

Visa Approval

Your immigration lawyer will notify you and your employer if your visa is approved. You will then receive written communication to retrieve your passport which will have a vignette (sticker) inside confirming your entry clearance. Officially, you will have 90 days from the time your visa was approved to enter the UK, although when you arrive will depend on when your employment start date is. Once you arrive in the UK, you will be required to pick up your Biometric Residence Card (BRP) from the address listed on your confirmation letter or from the office of the law firm who completed your application. It is important to ensure that all information on your BRP is correct and to make note of the expiry date.

Relocation and Settlement

TBB's destination team alongside your employer, will help to organize and plan your travel and settlement in the UK. Before making the journey, TBB will invite you to attend a second meeting where more tailored information will be provided on how to navigate your new city and UK systems. Your flight, airport pickup, and temporary accommodation, will all be coordinated and booked in advance of your arrival. Our team will guide and direct you on how to prepare for your journey and what documents that you need to have available at the airport.

As TBB we will make sure to support and eliminate any obstacles that you might encounter while you are still in the source country and guide you through your exit and departure process.

We also need to document the impact that our program has on our candidate. We ask all of our TBB candidates who will successfully relocate for work to complete a series of facilitated surveys before departing and then after they arrive in the UK.

Code of Conduct

Being a successful candidate means you are a TBB ambassador. We completely trust our candidates to be on their best behavior to promote themselves, other future candidates and TBB's work. However, gross misconduct could unfortunately result in your employer terminating your contract and that could equally result in TBB refusing to support and engage with you moving forward. Similar to your employer, we reserve the right to discontinue working and engaging with candidates in such events where they continue to misrepresent themselves and TBB.

Media

TBB is active on different social media platforms including: FaceBook, Twitter, Instagram, and LinkedIn. We continuously share success stories of our candidates who have relocated to destination countries in order to help promote TBB's mission and encourage other candidates to register on our Talent Catalog. With your consent, we may request to take a few photos or videos of your departure/arrival to the destination country. TBB always respects the privacy of our candidates, so, if you have any reservations about being profiled in public (eg. family security back home, privacy, being referred to as someone who is of refugee background etc.), you can choose not to do any media. If you consent and feel comfortable, please read and sign this [Media Release Form](#).

Disclaimer

I understand that Talent Beyond Boundaries' role is to provide relevant resources to promote my ability to make an informed decision. I also understand that Talent Beyond Boundaries is NOT a migration agent or legal consultant, and cannot provide legal counsel. I understand that it is my responsibility to review resources provided by TBB and my prospective employer and obtain additional information necessary to make an informed decision regarding my own migration.

Signature: _____

Date: _____