



German-British
Chamber of Industry & Commerce
Deutsch-Britische
Industrie- und Handelskammer

Important information for placement applicants with regards to entry into the United Kingdom

1. For entry into the United Kingdom, you **either** require

to hold the **Right-to-Work-Status** in the United Kingdom. This could be if you are a British or Irish national or if have acquired (Pre-)Settled Status prior to 31 December 2020

Or

to have a valid an **Erasmus+ Government Authorised Exchange Programme Tier 5 Visa**. In order to be able to obtain such a visa, the Erasmus+ Coordinator at your university must apply first of all for a Certificate of Sponsorship (CoS) with the British Council (THIS IS UNDER REVIEW) on your behalf.

For placement participants holding the Right-to-Work-Status, there are no further entry requirements. For Erasmus+ Government Authorised Exchange Program Tier 5 Visa applicants, there are the following entry requirements.

2. In the first instance, please **check with your Erasmus+ Co-ordinator** about the requirements for a placement in the United Kingdom, the application for such a Certificate of Sponsorship on your behalf and all other ERASMUS+ requirements that might be important for you. Once you have done so, please let us know and we will take you further through our application process.
3. If you have been successful and are offered a placement with us, we will issue an **acceptance letter** to you which your Erasmus+ Coordinator will need (in addition to the documents listed below) to apply for a Certificate of Sponsorship to: Tier5erasmus@britishcouncil.org

We pay a monthly allowance for public transport in London of £340 (roughly equivalent to 400 EURO) additionally to any Erasmus+ grant you might be eligible to.

4. Applications for a **Certificate of Sponsorship (CoS)** should be made early but not more than 3 months before the placement start date. For such an application to be successful it will need scanned copies of the following **documents in PDF format**.
 - a fully completed [Erasmus+ Tier 5 Student CoS Application Form](#)
 - the confirmation letter from the sending university
 - the acceptance letter from the host organisation (here German-British Chamber)
 - a fully completed [Erasmus+ Learning Agreement for Traineeships](#)
 - a transcript of records from the sending institution
 - a full copy of the participant's passport

Please consult the [Erasmus+ Tier 5 Guidance for Coordinator and the Erasmus+ Tier 5 Online Visa Application Guidance](#) which provide essential details about the documents listed above and is to be read and used in conjunction with the T5 Application Form.

Please note, the information given in our acceptance letter must be identical to the information used for the Certificate of Sponsorship and Visa application.

It may take up to 5 weeks to obtain a Certificate of Sponsorship from the date the British Council receives all complete and correct documentation.

5. Once you have been issued a Certificate of Sponsorship, you will be able to apply for **your Tier 5 Government and Authorised Exchange (GAE) Visa** through UK Visas and Immigration where you must complete an online application.

<https://www.gov.uk/government-authorised-exchange/apply>

Applications for the visa can be made up to 3 months before the intended travel to the UK. Currently it is advised that visa applications can take up to 3 weeks.

You must apply online for this visa. You'll need to have your fingerprints and photograph taken at a visa application centre (to get a biometric residence permit) as part of the application.

Generally, if you are from an EU/EEA country (or Turkey or Northern Macedonia) the application fee for such a Visa is GBP 189 (with the regular fee of £244 being reduced by £55). You do not currently need to pay healthcare surcharge as our placement is for 22 weeks.

When you apply for the Tier 5 Visa, you need to have

- Your Certificate of Sponsorship reference number
- A valid passport with at least one blank page left (for the visa)
- Biometric requirements (fingerprints and facial photograph)

Read the full guidance [UK Home Office Tier 5 Visa](#) for further information.

6. Please stay in contact with us throughout the process. We are here with advice and assistance as far as possible.

Once the Tier 5 Visa has been granted, please let us know and we will provide you with information about **accommodation and transport in London**.

London, September/November 2021