

Governing Body Visa Endorsement Requirements

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Section 1: Overview of governing body endorsements for Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories of the Points Based System

This page provides a brief explanation of what endorsement requirements a sports governing body has agreed for UK sponsors of Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) - Creative and Sporting categories of the Points Based System must show.

The Tier 2 (Sportsperson) category is for elite sportspeople and coaches who are internationally established at the highest level and whose employment will make a significant contribution to the development of their sport at the highest level in the UK, and who will base themselves in the UK.

The Tier 5 (Temporary Worker) - Creative and Sporting category is for sportspeople (and their entourage where appropriate) and coaches who are internationally established at the highest level in their sport, and will make a significant contribution to the development of their sport in the UK.

A sport governing body is one recognised by the one of the home country sports councils (for example Sport England). Every governing body must be approved by the Home Office before they are included in Appendix M of the Immigration Rules.

The application process explained: Migrants applying to come to the UK under either of the sporting categories above need to be sponsored by an organisation that has a sponsor licence under Tier 2 (Sportsperson) or Tier 5 (Temporary Worker) - Creative and Sporting.

If you wish to sponsor such migrants, you must have a sponsor licence. Before you apply to the Home Office for a licence you must be endorsed by the governing body for your sport. This endorsement confirms to the Home Office that the application for a licence is from a genuine sports club (or equivalent) that has a legitimate requirement to bring migrants to the UK as sportspeople. Once licensed, you can assign certificates of sponsorship to a sportsperson or coach with a job offer that allows them to apply for leave to enter or remain in the UK. Each individual must also have a personal endorsement from the governing body for their sport before you assign the certificate of sponsorship.

The list of governing bodies and the tiers for which they are currently approved by the Home Office is in [Appendix M](#) of the Immigration Rules.

Approved governing bodies will work within the Home Office [code of practice for sports governing bodies](#) and must comply with any immigration regulations, UK legislation and the principles of the Points Based System as detailed on the [GOV.UK](#) website.

Length of endorsement

Governing body endorsements should be issued for a period appropriate to the period of approval for sponsorship or the tier under which the migrant's application is being made, that is:

Type	Tier	Length of endorsement
Sponsor	Tier 2 (Sportsperson) and/or Tier 5 (Creative and Sporting)	4 years from date of issue
Migrant	Tier 2 (Sportsperson)	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the contract is for fewer than 3 years, it will be issued for the length of the contract.
	Tier 5 (Creative and Sporting)	For the length of the contract or up to a maximum of twelve months, whichever is the shorter period.

Change of employment

If a migrant is intending to change employer, their new employer must request a new governing body endorsement. The endorsement can be issued for the length of the contract or to the maximum period permitted within the category, whichever is the shorter. The new employer must assign a new certificate of sponsorship to the migrant to allow them to apply to the Home Office for new leave to remain. Leave to remain must be granted before the migrant can start work with the new employer.

Salary

The salary should be agreed as part of the contract between the migrant and the sponsor. This and the other conditions of employment should be at least equal to those normally given to a resident worker for the type of work undertaken.

Supplementary Employment

Tier 2 & Tier 5 migrants are eligible to undertake Supplementary Employment under the Home Office Supplementary Employment Regulations (please refer to the [Tier 2 & 5 Guidance for Sponsors](#) – Supplementary Employment).

Section 2: Requirements

This page explains British Wheelchair Basketball requirements under the Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting categories for the 2019 to 2021 season.

Consultation

The following requirements have been agreed by the Home Office following consultation between British Wheelchair Basketball.

Review

The requirements will be reviewed annually in February of each year.

Length of season

The season for wheelchair basketball runs from September to late May.

Requirements

The table shows the endorsement requirements for sponsors and migrant

Category	Requirement	
Sponsor Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) Creative and Sporting	Governing body endorsements will be issued for the National Senior Teams and Clubs participating in the: <ul style="list-style-type: none"> • Premier League and Division 1 of the National League (NL), • Division 1 of the Women's League (WL). 	
Migrant Tier 2 (Sportsperson) and/or Tier 5 (Temporary Worker) Creative and Sporting	Players - Male	Clubs applying for a governing body endorsement for players from other countries will need to demonstrate, through appropriate statistics and records, that the player reaches one of the criteria below: <ol style="list-style-type: none"> 1) The player has played at least 75% of the fixtures in the past 2 seasons in the top division of league one of the following countries: <ul style="list-style-type: none"> • Australia • Canada • Italy • France • Germany • Spain • Turkey • United States of America 2) The player has played at least 75% of the fixtures over a four year period at a US College.

		<p>3) The player has played in at least 6 European Club competition matches over the past 2 seasons.</p> <p>4) The player has played at least 75% of the country's international fixtures over the past 2 years. Must be Division A Europe or Top 16 World position.</p> <p>Where a player has been unable to fulfil those criteria through injury, the club must provide evidence of the injury and demonstrate how the injury affected the player's ability to play.</p> <p>In order to obtain the governing body endorsement, the individual must not be subject to a provisional suspension or any unexpired period of ineligibility from playing and/or coaching activities in any jurisdiction as a result of being charged with or found guilty of a corruption offence and/or a doping offence and/or another misconduct offence.</p>
	<p>Player - Female</p>	<p>Governing body endorsements for female players will be considered against the same criteria as for men. Clubs should provide evidence to demonstrate that the player is receiving at least expenses for playing in such a league, for example the person is not an amateur player. This may be in the form of sports sponsorship that the team receives, for example income from local businesses.</p>
	<p>Coach</p>	<p>Coaches should hold the Level 2 British Wheelchair Basketball Coaching Award or its equivalent. If a club applies to employ a coach who does not hold the Level 2 British Wheelchair Basketball Coaching Award or its equivalent but satisfies all other aspects of the criteria, a governing body endorsement may be issued on condition that once they enter the UK they will normally achieve the Level 2 Coaching Award within the first playing season.</p> <p>Coaches should meet one of the following Criteria:</p> <p>1) The individual has held a Head or Assistant Coaching position in the past 2 seasons in the top division of league one of the following countries domestic league:</p> <ul style="list-style-type: none"> • Australia • Canada • Italy • France • Germany • Spain

		<ul style="list-style-type: none"> • Turkey • United States of America <p>2) The individual has held a Head or Assistant Coaching role in the past 2 seasons at a US College.</p> <p>3) The individual has held a Head or Assistant Coaching role in the past 2 seasons in an IWBF EuroCup competition.</p> <p>4) The individual has held a Head or Assistant Coaching role in the past 2 seasons at an IWBF sanctioned Competition. Must be Division A Europe or Top 16 World position.</p> <p>Where clubs are applying for renewal of a governing body endorsement, the coach must have achieved a Level 2 Coaching Award. Clubs do not need to supply details of a recruitment search for coaches returning to the UK.</p>
	<p>Player/Coach</p>	<p>Players who are required to carry out some coaching duties for the club should hold the British Wheelchair Basketball Level 2 Coaching Award before undertaking any coaching duties for a club. If the player does not hold this qualification, a governing body endorsement may be issued for the person to play only on the condition that they gain the award after entering the UK. Once the individual has attained the award they will be able to undertake coaching duties.</p> <p>When issuing to an unqualified player/coach (see above) initially as a player only, the employer should be sent a letter from the Home Office explaining the conditions of issue.</p> <p>Governing body endorsements will not be issued for individuals solely to complete a coaching qualification.</p>

Further information

This information is available on the [British Wheelchair Basketball](#) website.

For any queries relating to the requirements or the endorsement process please contact:

Lisa Pearce
Chief Executive
BWB Office
Sport Park
3 Oakwood Drive
Loughborough
Leicestershire LE11 3QF

Telephone: 01509 279900

Email: l.pearce@britishwheelchairbasketball.co.uk

Information on visas and immigration is available on the [GOV.UK](#) website.

Dispute handling procedures

Any appeals against decisions will be referred to the Chief Executive of British Wheelchair Basketball.

Any appeal by a club against the decision of BWB not to provide a Governing Body Endorsement for either an individual migrant or for a sponsor license will be handled by an independent panel nominated by the Chief Executive of British Wheelchair Basketball.

If a Club wishes to instigate an appeal, the Club must submit a written request for an appeal (“the Appeal”) to the Chief Executive of British Wheelchair Basketball. The Appeal must contain the following details:

- a) the name and address of the Club (and of the nominated body representative); and
- b) a brief statement stating the grounds that the Club wish to use to appeal the British Wheelchair Basketball decision

The applicable grounds for appeal are limited to a “strong arguable case” that either:-

- i. relevant information was ignored or not considered by British Wheelchair Basketball ;
or
- ii. the endorsement application process was tainted by unreasonable bias or conflict of interests; or
- iii. the provisions of the British Wheelchair Basketball Governing Body Endorsement procedure were not adhered to; or
- iv. British Wheelchair Basketball exceeded its jurisdiction; or
- v. the findings of British Wheelchair Basketball were irrational or otherwise exhibited an error of general law

This request for appeal must be submitted within fourteen (14) days of the notification of the original British Wheelchair Basketball decision not to provide a Governing Body Endorsement and include the relevant Appeal Fee (£100 by bank transfer to British Wheelchair Basketball).

British Wheelchair Basketball will acknowledge the Appeal in writing with the request that full written evidence in support of the Appeal must be submitted to the panel within 10 days for the Appeal to proceed.

The Appeal will be undertaken by the panel, based on written submissions only, and will be final and binding on British Wheelchair Basketball and the club who sought the Appeal.

Payment Details

Clubs applying for sponsor or migrant endorsements must provide payment to BWB before the application is processed. Payment will only be accepted by bank transfer.

Section 3: Process for applying for an endorsement

How to apply for governing body endorsements for Tier 2 (Sportsperson) and Tier 5 (Temporary Worker) Creative and Sporting sponsor applications

Organisations eligible for Tier 2 (Sportsperson) sponsor licence governing body endorsement should use the Application Form in Appendix A.

Organisations eligible for Tier 5 (Temporary Worker) Creative and Sporting sponsor licence governing body endorsement should use the Application Form in Appendix B.

All potential sponsors should note that the purpose of an endorsement for a prospective sponsor is to confirm to the Home Office officials processing sponsor applications that the application is from a bona fide sports club or equivalent that has a legitimate requirement to bring migrants to the UK as sportspeople. The Home Office has additional criteria for sponsors that must be met in order for an organisation to be granted a sponsor license. It is not British Wheelchair Basketball who will grant a sponsor license.

Once an organisation has obtained its sponsor licence from the Home Office, the sponsor will be able to apply for Certificates of Sponsorship, which it will allocate to migrants coming here to work for it. Each migrant that an organisation wishes to employ needs to be assigned a Certificate of Sponsorship. However, before an organisation can assign a Certificate of Sponsorship to a sportsperson, they will also have to obtain an endorsement from British Wheelchair Basketball for all applications made for individual sportspeople and coaches.

An administration fee of £60 is payable for each governing body endorsement for migrant applications payable with each application.

Tier 2 Organisations should use Appendix C: Tier 2 Migrant Governing Body Endorsement Application Form (Player) or Appendix D: Tier 2 Migrant Governing Body Endorsement Application Form (Coach)

Tier 5 Organisations should use Appendix E: Tier 5 Migrant Governing Body Endorsement Application Form (Player) or Appendix F: Tier 5 Migrant Governing Body Endorsement Application Form (Coach).

Appendix A - Tier 2 Sponsor Licence Governing Body Endorsement Application

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a Sponsor Licence under Tier 2 Sports subsection of the Home Office Points Based System for Managed Migration

Please complete all sections of the form below unless otherwise indicated:

Name of Tier 2 Organisation:	
Address:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

Supporting Evidence Required:
None

An administration fee of £60 is required (see page 9 for payment details)

Please send this form to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures

Appendix B - Tier 5 Sponsor Licence Governing Body Endorsement Application

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a Sponsor Licence under Tier 5 Sports subsection of the Home Office Points Based System for Managed Migration

Please complete all sections of the form below unless otherwise indicated:

Name of Tier 5 Organisation:	
Address:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

Supporting Evidence Required:
None

An administration fee of £60 is required (see page 9 for payment details)

Please send this form to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures

Appendix C - Tier 2 Individual Migrant Governing Body Endorsement Application Form – Player

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a migrant under Tier 2 (Sportsperson) of the Home Office Points Based System.

Please complete all sections of the form below unless otherwise indicated:

Full Name of Player:	
Address:	
Name of Organisation:	
British Wheelchair Basketball Sponsor Licence Number:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

I confirm that:

- 1) The player has played at least 75% of the fixtures in the past 2 seasons in the top division of league one of the following countries: Australia, Canada, Italy, Japan, Germany, Netherlands, Spain, Turkey, United States of America

Please state nation and club: _____

- 2) The player has played at least 75% of the fixtures over a four year period at a US College.

Please state name of college: _____

- 3) The player has played in at least 6 European Club competition matches over the past 2 seasons.

Please state club: _____

- 4) The player has played at least 75% of the country's international fixtures over the past 2 years (including fixtures)

Please state nation: _____

An administration fee of £60 is required (see page 9 for payment details)

Please send this form along with supporting evidence of the above criteria to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures

Appendix D -Tier 2 Individual Migrant Governing Body Endorsement Application Form – Coach Only

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a migrant under Tier 2 (Sportsperson) of the Home Office Points Based System.

Please complete all sections of the form below unless otherwise indicated:

Full Name of Player:	
Address:	
Name of Organisation:	
British Wheelchair Basketball Sponsor Licence Number:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

I can confirm the following:

The coach is in possession of a current Grade 2 British Wheelchair Basketball Coaching Award or its equivalent.

OR The coach is in possession of a current non – UK coaching qualification and written confirmation from British Wheelchair Basketball that this qualification is of an equivalent or higher standard to British Wheelchair Basketball Grade 2

AND The job has been advertised on the BWB, UK Sport and IWBF websites for a minimum of two weeks along with the names of all applicants

I can also confirm that the coach

- 1) The individual has held a Head or Assistant Coaching position in the past 2 seasons in the top division of league one of the following countries domestic league: Australia, Canada, Italy, France, Germany, Spain, Turkey, United States of America

Please state nation and club: _____

- 2) The individual has held a Head or Assistant Coaching role in the past 2 seasons at a US College.

Please state name of college: _____

- 3) The individual has held a Head or Assistant Coaching role in the past 2 seasons in an IWBF EuroCup competition.

Please state club: _____

- 4) The individual has held a Head or Assistant Coaching role in the past 2 seasons at an IWBF sanctioned Competition. Must be Division A Europe or Top 16 World position.

Please state name of competition: _____

Contract for 2018/19 season:

Start date _____ End date _____

An administration fee of £60 is required (see page 9 for payment details)

Please send this form along with supporting evidence of the above criteria to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures

Appendix E - Tier 5 Individual Migrant Governing Body Endorsement Application Form – Player

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a migrant under Tier 5 (Creative and Sporting) of the Home Office Points Based System.

Please complete all sections of the form below unless otherwise indicated:

Full Name of Player:	
Address:	
Name of Organisation:	
British Wheelchair Basketball Sponsor Licence Number:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

I confirm that:

- 1) The player has played at least 75% of the fixtures in the past 2 seasons in the top division of league one of the following countries: Australia, Canada, Italy, Japan, Germany, Netherlands, Spain, Turkey, United States of America

Please state nation and club: _____

- 2) The player has played at least 75% of the fixtures over a four year period at a US College.

Please state name of college: _____

- 3) The player has played in at least 6 European Club competition matches over the past 2 seasons.

Please state club: _____

- 4) The player has played at least 75% of the country's international fixtures over the past 2 years (including fixtures)

Please state nation: _____

An administration fee of £60 is required (see page 9 for payment details)

Please send this form along with supporting evidence of the above criteria to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures

Appendix F -Tier 5 Individual Migrant Governing Body Endorsement Application Form – Coach Only

This form should be used to apply to British Wheelchair Basketball for a Governing Body Endorsement of an application for a migrant under Tier 5 (Creative and Sporting) of the Home Office Points Based System.

Please complete all sections of the form below unless otherwise indicated:

Full Name of Player:	
Address:	
Name of Organisation:	
British Wheelchair Basketball Sponsor Licence Number:	
Contact Name and Position:	
Telephone Number:	
E-mail Address:	
Signature:	
Date of Application:	

I can confirm the following:

The coach is in possession of a current Grade 2 British Wheelchair Basketball Coaching Award or its equivalent.

OR The coach is in possession of a current non – UK coaching qualification and written confirmation from British Wheelchair Basketball that this qualification is of an equivalent or higher standard to British Wheelchair Basketball Grade 2

AND The job has been advertised on the BWB, UK Sport and IWBF websites for a minimum of two weeks along with the names of all applicants

I can also confirm that the coach

- 1) The individual has held a Head or Assistant Coaching position in the past 2 seasons in the top division of league one of the following countries domestic league: Australia, Canada, Italy, France, Germany, Spain, Turkey, United States of America

Please state nation and club: _____

- 2) The individual has held a Head or Assistant Coaching role in the past 2 seasons at a US College.

Please state name of college: _____

- 3) The individual has held a Head or Assistant Coaching role in the past 2 seasons in an IWBF EuroCup competition.

Please state club: _____

- 4) The individual has held a Head or Assistant Coaching role in the past 2 seasons at an IWBF sanctioned Competition. Must be Division A Europe or Top 16 World position.

Please state name of competition: _____

Contract for 2018/19 season:

Start date _____ End date _____

An administration fee of £60 is required (see page 9 for payment details)

Please send this form along with supporting evidence of the above criteria to:

membership@britishwheelchairbasketball.co.uk

The information on this form may be disclosed to the Home Office in the event that they investigate the British Wheelchair Basketball processes and procedures.