

PROCESS: VERSION: 8.0 OWNER:

TIER 2 CERTIFICATE OF SPONSORSHIP APPLICATION LAST UPDATED: 25/09/2017 HEALTH EDUC

PROCESS – NEW APPLICANTS

HEALTH EDUCATION ENGLAND

	RECRUITMENT STAGE	COS APPLICATION STAGE	COS ISSUE STAGE	TIER 2 APPLICATION STAGE
APPLICANT	TRAINING POST APPLICATION SUBMITTED APPLICATION REJECTED	FILLS IN APPLICATION AND SENDS TO LOCAL TEAM / LEAD EMPLOYER	APPLICATION REJECTED	SUBMITS TIER 2 VISA APPLICATION TO HOME OFFICE APPLICATION REJECTED. INFORMS LOCAL TEAM / LEAD EMPLOYER STARTS TRAINING PROGRAMME
LOCAL TEAM / LEAD EMPLOYER	R REJECT/ACCEPT A	1) SENDS COS APPLICATION PACK TO APPLICANT. 2) COMPLETES 'COS APPLICATIONS' SPREADSHEET IN SHAREPOINT FOLDER COLLATES APPLICATION PACK AND SENDS TO LEAD SPONSOR		LOCAL TEAM / LEAD EMPLOYER INFORMED
LEAD SPONSOR (HEE)		REVIEWS DOCUMENTATION	1) ENTERS INFORMATION ONTO SMS. 2) ISSUES AND SENDS COS TO APPLICANT AND LOCAL TEAM / LEAD EMPLOYER	
HOME OFFICE				R REJECT/ACCEPT A
TRUST				