



This guide is provided free of charge and is for use outside the UK only

此说明为免费提供并只适用于英国境外地区

Financial Requirement

You should read this information guide to help you decide which documents you should submit with your visa application. If you are required to meet the 'Financial Requirement' for settlement applications then there are specified documents that you **MUST** submit for your application to be successful. Further information on which supporting documents to submit to meet the 'Financial Requirement' can be found in the Immigration Rules at [Appendix FM-SE](#). It is essential that you read this information before submitting your application; your application may be refused if you fail to submit a specified document.

资金要求

您应阅读此信息说明，以帮助您决定何种文件应与您的申请一并递交。如果您的定居申请须达到“资金要求”，您必须同时递交指定的文件方有可能通过审核。须达到“资金要求”的申请人应递交的支持文件清单请参看附件 [FM-SE 中的移民法规](#)。请在提交签证申请前仔细阅读此指南，未提交指定文件可能会导致您的申请被拒签。

Non Financial Requirement

If you are submitting an application where there is no 'Financial Requirement' you should read this information guide to help you decide which documents will be useful in supporting the statements that you have made on your visa application form (VAF). Please note: If you do not need to meet the 'Financial Requirement' you may still need to demonstrate that you can be maintained and accommodation in the UK without recourse to public funds.

无资金要求

如果您递交的申请无须达到“资金要求”，您应阅读此信息说明，以帮助您决定何种文件将有助于支持您在签证申请表(VAF)上进行的陈述。请注意：如果您无须达到“资金要求”，您仍需证明您在英国居留无需寻求公共救济。

It is not a list of documents that you must submit. We do not expect you to provide all of the documents listed below, it is for you to decide which documents are most relevant to your application.

这不是您必须要提供的文件的清单。我们不要求您提供下面清单上的所有文件，您需要自己决定哪些文件与您的申请最相关。

The submission of all or any of these documents does not guarantee that your application will be successful.

递交了所有或任何这些文件，不能确保您的申请将会成功。

Guide to supporting documents 文件说明

Settlement
定居

Information about you 个人信息

These documents are important because they provide information about your personal circumstances in the country in which you are applying.

这些文件很重要，因为它们反映了您在递交申请的国家中您的个人情况。

<p>Completed visa application form 填写完整的签证申请表</p> <p>In some locations you can only apply by making an online application. You should check on our supported countries page to see if you should make an online application</p> <p>在一些地区，您可以进行在线申请。您应查看所适用国家页面，确认您是否应进行在线申请。</p>	<p>➤ If your country does not support online applications you must complete and submit a VAF4A (Personal Details Form) 如果您的国家不适用在线申请，您必须填写并递交表格VAF4A (个人信息表格)</p> <p>➤ If you make an online application you must also print the application off and submit it with any supporting documents you have chosen to submit.</p> <p>如果您进行在线申请，您也必须将申请表格打印出来，并同您决定递交的其他文件一起递交。</p> <p>➤ You must also complete an additional appendix depending on what type of application you are submitting. There are 6 appendices on the UKBA website and you should complete the one which is applicable to you. You must attach this to the VAF4A Personal Details form and submit it with your other documents.</p> <p>同时，根据申请类别的不同您必须填写额外的附表。英国边境管理局网站上共有6种附表，请选择相应表格填写。您必须将附表、VAF4A个人信息表格及其他文件一并递交。</p>
<p>A current and valid travel document or passport 一份当前有效的旅行证件或护照</p>	<p>We will not issue a visa if you do not have a valid passport or travel document to put the visa in. You should ensure that your passport has at least one blank page which is free from endorsements on both sides.</p> <p>如果您没有可供粘贴签证的有效护照或旅行证件，我们将不会签发签证。请确保您的护照至少有一张两面均为空白的签证页。</p>
<p>One passport sized colour photograph 一张彩色护照照片</p>	<p>This must comply with the requirements in our photo guidance 此文件必须满足我们照片说明中的要求</p>
<p>Evidence of your permission to be in the country where you are applying, if you are not a national of that country 如果您不是您递交申请所在国的公民，您需要提供您进入此国家的许可文件</p>	<p>This could be a residence permit, 'green card' or valid visa showing your current immigration status.</p> <p>该类文件可以为居住许可、“绿卡”或有效签证等说明您目前移民情况的证明。</p>
<p>Previous passports 旧护照</p>	<p>These are to show your previous travel history 此文件意在显示您以前的旅行记录</p>
<p>Tuberculosis (TB) certificate (where applicable) 肺结核 (TB) 证明 (如适用)</p>	<p>Residents aged over 11 from certain countries applying for a visa to come to the UK for longer than 6 months need to get a certificate confirming that they are free from infectious Tuberculosis (TB) before applying for a visa. A list of these countries along with information on TB testing can be found on the UKBA pages on our website.</p> <p>部分国家的年龄超过11岁的居民，如果申请6个月以上的英国访问签证，需要在申请签证之前出具证书以证明其未患有传染性肺结核 (TB)。您可以在英国边境管理局网站查看适用国家名单以及有关肺结核检查的相关信息。</p>
<p>Evidence of your marital status 您的婚姻状况文件</p>	<p>This could include a marriage certificate, a civil partnership certificate, a divorce certificate or a death certificate 此类文件可以包含结婚证书、同性伴侣关系证书、离婚证书或死亡证书</p>

<p>Evidence of your current employment or studies 您目前工作或学习的证明文件</p>	<p>This could include: 此类文件包括：</p> <ul style="list-style-type: none"> ➤ a letter from your employer on company headed paper – detailing your salary and the length of your employment, confirming that you have been given time off work, and stating whether this time off is paid or unpaid 由您的雇主用单位抬头纸出具的证明信 - 详细注明您的工资及您在此单位已工作的时间，确认您已获批假期，并说明此假期是否带薪 ➤ a letter from your education provider on headed paper –confirming your enrolment and leave of absence 由您的学校用单位抬头纸出具的证明信 - 确认您是在校生及已获批假期的情况 ➤ business registration documents confirming the business owner’s name and the date when the business started trading 企业注册文件，以确认企业所有者的姓名及企业开业日期
---	--

Evidence of English language requirement:
英语语言水平证明：

<p>The applicant is required to speak and understand English to a minimum level A1 of the Common European Framework of Reference (CEFR). 申请人被要求在口语和理解英语语言方面达到欧洲语言共同框架 (CEFR) A1 级别。</p>	<p>The English requirement can be met in the following ways: 英语语言要求可以通过以下方式达到：</p> <ul style="list-style-type: none"> ➤ By passing a test with an approved provider and providing a certificate that clearly shows the applicant’s name and the qualification obtained; or 通过由被授权的考试机构提供的考试，并递交可以明确显示申请人姓名及所获得的成绩的证书； ➤ By having a degree taught in English; or 持有英语授课的学位证书； ➤ By being a citizen or national of a majority English language speaking country (which is specified in the relevant Immigration Rule). 拥有英语语言国家的国籍（在相关的移民法规中有具体说明）。 <p>There are some exemptions to this requirement. For further information see the Immigration Rules at Appendix FM-SE</p> <p>针对此要求，有一些例外情况。如需更详细的信息，请参看附件 FM-SE <u>中的移民法规</u>。</p>
---	---

Information about your finances and employment 您的资金及工作信息

If you are completing Appendix 2 then you will need to demonstrate that you meet the ‘Financial Requirement’. You need to read the Immigration Rules at [Appendix FM-SE](#) to see which documents you are required to submit.

如果您填写了附表2 (Appendix 2)，您需要表明自己达到了“资金要求”。您需阅读[附表FM-SE](#)中的移民法规，确认应递交哪些文件。

If you do not need to meet the 'Financial Requirement' then you can submit any of the following financial documents to provide us with evidence of how your stay in the UK will be funded. You should consider including evidence of your total monthly income from all sources, for example employment, friends, family, savings or property.

如果您无须达到“资金要求”，您可以递交以下任何资金文件，以证明您如何负担在英国停留期间的费用。该类文件可以包括您来自所有渠道的月收入证明，如来自工作、朋友、家庭、存款或房产。

- If you are providing documents from a joint account then please explain who the other account holders are, and why you have permission to spend money from the account
如果您提供的文件是联合账户，请解释谁是另一位账户所有者，并且为什么您允许使用此账户的资金
- If your spouse or partner is employed then the Entry Clearance Officer would also like to see evidence of their employment and financial details
如果您的配偶或伴侣有工作，签证官会希望看到其工作及资金的证明
- If you are not funding your stay yourself, the person who will fund it consider supplying the evidence.
如果您不是自己支付您停留期间的费用，您可以提供为您支付费用的人员的证明。

Bank statements or bank books 银行对账单或存折	Showing what has been paid in and out of an account for at least the previous six months, and naming the account holder. If you have made deposits in your account that are not in keeping with the account history then you may wish to explain the origins and timing of these deposits. 此类文件应显示以往至少六个月的账户存取记录以及账户持有者的姓名。如果您存入的资金与以往的账户记录不一致，那么您需要对这些资金的来源及存入时间进行解释。
Bank letter or balance certificate 银行存款或余额证明	Showing the account balance, the account holder's name and the date when the account was opened. 此类文件应显示账户余额、账户持有者姓名及账户开立日期
Payslips 工资单	Covering at least the previous six months. If your salary is paid directly into your bank account, you consider providing the statements showing these payments 此类文件应显示以往至少六个月的记录。如果您的工资直接支付至您的银行账户中，您可以递交显示支付交易的对账单
Tax returns (business or personal) 税单 (企业或个人)	You could include recent documents from your government tax office, confirming your income and the amount of tax that you have paid 您可以递交政府税收部门出具的您最近的所得税缴纳证明文件
Business bank account statements 企业银行账户对账单	If you include these, you may wish to explain why you are allowed to spend the money from a business account 如果您递交此类文件，您可以考虑解释为什么允许您使用一个企业的资金
Evidence of income from property or land 来自于房产或土地的收入	This could include property deeds, mortgage statements, tenancy agreements, accountant's letters, land registration documents or crop receipts. If the property or land is registered in several names, you may wish explain how much you own. If the money earned from the land is shared, you may wish to say how it is divided 此类文件包括房产契约、抵押说明、租赁协议、会计证明信、土地注册文件或谷物收据。如果房产或土地注册在多人名下，您可以考虑解释您拥有多少。如果土地的收入被分摊，您应解释此收入分摊的方法。

Accommodation details 住宿具体安排

You may wish to submit any of the following documents to provide us with evidence of your accommodation. We advise that you do not make any payments for accommodation, travel and so on until you have received your visa.

您可以考虑递交以下任何文件，来说明您的住宿安排。我们建议您在未获得签证前，不要支付任何住宿和旅行等费用。

<p>Details of the accommodation that you and your sponsor intend to live in and permission for you to stay there along with evidence of any other occupants 您和您的担保人计划居住的房屋的具体信息，以及您被允许在此居住的许可和任何其他房屋居住者出具的证明</p>	<p>This could include: 此类文件包括：</p> <ul style="list-style-type: none"> ➢ Land Registry documents 土地注册文件 ➢ mortgage statements 抵押说明 ➢ rent book or tenancy agreement 租赁协议 ➢ council tax statements 税单 ➢ property inspection report 房产检查报告 ➢ utilities bills 其他费用账单 ➢ accommodation details with a supporting letter from the occupant/ landlord confirming that you are able to stay there 房屋居住者/房东出具的确认信，确认您可以居住及住宿的详细信息
--	--

Information about your sponsor in the UK 您在英国的担保人的信息

If you are completing Appendix 2 then you will need to demonstrate that you meet the ‘Financial Requirement’. You need to read the Immigration Rules at [Appendix FM-SE](#) to see which documents you are required to submit.

如果您填写了附表2 (Appendix 2)，您需要表明自己达到了“资金要求”。您需阅读[附表FM-SE](#)中的移民法规，确认应递交哪些文件。

If you do not need to meet the ‘Financial Requirement’ then you may wish to provide some of the following documents to help to show your sponsors circumstances in the UK.

如果您无须达到“资金要求”，您可以考虑提供以下文件，以显示您的担保人在英国的移民状况。

<p>Evidence of your sponsor’s current employment, studies or other means of support and total monthly income after tax. 您担保人目前的工作、学习或其它状况，及每月的税后收入。</p>	<p>This could include a variety of any of the financial documents outlined above in the finances section. Details of annual taxable income in the UK is normally found on HMRC form P60 此类文件可以包括在上述资金信息部分中提出的任何资金文件。关于英国年度应纳税收入的具体信息可查阅HMRC表格第60页。 Any details of study should also be provided. 您也需要提供任何学习的具体信息。</p>
<p>Evidence of your sponsor’s immigration status/ permission to be in the UK 您的担保人在英国的移民状况/允许进入英国的许可</p>	<p>This could be copies of: 此类文件包括以下文件的复印件：</p> <ul style="list-style-type: none"> ➢ bio-data pages from their passport or Travel Document 他们护照或旅行证件的个人信息页 ➢ valid UK visa or UK stamp from their passports 他们护照中的有效签证或移民章 ➢ Home Office letter confirming their permission to stay in the UK 内政部出具的允许在英国停留的确认信

<p>Evidence of your relationship to your sponsor and any contact between you 您与您的担保人关系及任何互相联系的证明</p>	<p>This could be a letter from your sponsor confirming your relationship and that they are supporting your application along with copies of: 此类文件可以由您的担保人出具信函，以确认你们的关系以及他们支持您的申请，同时须递交以下文件的复印件：</p> <ul style="list-style-type: none"> ➢ birth certificate or adoption certificate 出生证或收养证 ➢ marriage certificate or civil partnership certificate 结婚证或同性伴侣关系证 ➢ death or divorce certificate 死亡或离婚证 ➢ photographs of your wedding, civil partnership ceremony or other time spent together 您们婚礼、同性关系确立仪式或其他时间一起拍摄的照片 ➢ phone records 电话通话记录 ➢ emails, letters or cards 电子邮件、信函或卡片 <p>* You should not submit DVDs or video cassettes** 您不应递交DVD光盘或录像带*</p>
--	--

Adult Dependent Relatives

If you are applying as an adult dependant relative, your sponsor should also complete a [Sponsorship Undertaking Form \(SU07\)](#).

如果您申请成年亲属陪伴，您的担保人还应填写一份[担保人承诺表格\(SU07\)](#)。

In addition to the documents mentioned above, you may wish to provide some of the following documents to help to show your circumstances.

除以上所提到的文件之外，您还可以考虑提供以下材料以说明您目前的相关情况。

<p>Evidence of any income you receive from other sources such as friends, family, savings, property etc 任何来自其它渠道的收入的证明，如朋友、亲属、存款、房产等</p>	<p>This could include a variety of any of the financial documents outlined above in the finances section. If you have made deposits in your account that are not in keeping with the account history then you may wish to explain the origins and timing of these deposits 此类文件可以包括在上述资金信息部分中提出的任何资金文件。如果您存入的资金与以往的账户记录不一致，那么您需要对这些资金的来源及存入时间进行解释。</p>
<p>Evidence of your personal circumstances 个人情况证明</p>	<p>You may wish to provide details if you reside with, or receive support from, other family members; or you have other family members who reside in the same country as you. 如您与其他家庭成员共同生活，或得到其支持，或其他家庭成员与您在同一个国家生活，您可以考虑提供详情</p> <p>If you are living alone, you might provide: 如您独自生活，您可以提供：</p> <ul style="list-style-type: none"> ➢ your divorce certificate 您的离婚证明

➤ the death certificate for your spouse
您的配偶的死亡证明

➤ medical letters or reports detailing problems with your health or issues of a compassionate nature

可说明您的健康状况或任何恩恤情况的医学证明或报告

➤ if your care is provided by a local authority, charity etc then you should provide the letter from confirming this. If they are no longer able to provide this care then this should be confirmed in the letter.

如果您由地方政府或慈善组织等机构负责照管，您应出具情况证明。如果上述机构不能继续照管您，应在证明信中注明此情况。