



Application for 1) further leave to remain or settlement in the UK by a person granted Discretionary Leave following the refusal of asylum, and 2) a Biometric Immigration Document

In accordance with paragraph 34 of the Immigration Rules, this form is a specified form for the purpose of the Immigration Rules as of 05 November 2018 and must be used for all applications made on or after that date for the purposes stated on this page and listed in section 3.

Please check on the [UK Visas and Immigration webpage](http://www.gov.uk/government/organisations/uk-visas-and-immigration) at www.gov.uk/government/organisations/uk-visas-and-immigration that this is the current form for use on the date that you apply.

DUTY TO STATE ALL REASONS TO REMAIN IN THE UNITED KINGDOM

All your reasons or grounds for wishing to stay in the United Kingdom must be stated in this application. This requirement is being given under section 120 of the Nationality, Immigration and Asylum Act 2002. If you do not tell us now of any reasons or grounds for remaining in the United Kingdom and you tell us later without good reason, you will lose any right of appeal you may have otherwise qualified for if we refuse your claim. You can use the box at the end of section 6.

As part of your application you may be required to pay the Immigration Health Surcharge. Before going any further, you should check the GOV.UK website at www.gov.uk to confirm if an Immigration Health Surcharge assessment is required as part of your application. You must complete this before submitting your application and enter the reference number in this application.

The Home Office will use the personal information you provide to consider your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the Privacy Notice for the Border, Immigration and Citizenship system at www.gov.uk/government/publications/personal-information-use-in-borders-immigration-and-citizenship. This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

Please read the Guidance Notes at the end of this form before completing it.

A person who was granted Discretionary Leave following refusal of an asylum claim

This form is to be used for applications made on or after 05 November 2018

FLR(DL) Application Form

In accordance with paragraph 34 of the Immigration Rules, this form is a specified form for the purpose of the Immigration Rules as of 05 November 2018 and must be used for all applications made on or after that date for the purposes stated on this page.

You also need the separate guidance document listed below, which you should read before making your application:

- DL guidance notes at the end of this form

If you do not already have this document, you can get them from our website at www.gov.uk/government/organisations/uk-visas-and-immigration

Our application forms change periodically. If you obtain this form some time before applying, please check that it is still the version which must be used when you are ready to apply.

Do not complete this form if you are applying for leave to remain in one of the following categories:

Family life as a partner (10 year route)

Family life as a parent (5 year & 10 year routes)

Private life in the UK (10 year route)

Complete application form FLR(FP)

You must apply by post if you are using this form, send your application to the following address:

Home Office

FLR(DL)

PO Box 589

Durham

DH99 1AB

This form is for the following categories:

An application for further leave from a person refused asylum and granted Discretionary Leave.

An application for settlement from a person refused asylum and granted Discretionary Leave.

An application for further leave from a person refused asylum and granted Exceptional Leave to Remain.

An application for settlement person refused asylum and granted Exceptional Leave to Remain.

Payment Guidance

The Fee

If you are a single applicant applying for further leave on form FLR(DL) and no dependants are applying with you, the normal specified fee is £1033 for standard applications made by post.

Number of applicants	Standard
Yourself and 1 dependant	£2066
Yourself and 2 dependants	£3099
Yourself and 3 dependants	£4132
Yourself and more than 3 dependants	Add £1033 to the amount above for each additional dependant

If you are a single applicant applying for settlement on form DL and no dependants are applying with you, the normal specified fee is £2389 for standard applications made by post.

Number of applicants	Standard
Yourself and 1 dependant	£4778
Yourself and 2 dependants	£7167
Yourself and 3 dependants	£9556
Fee for each additional dependant	£2389

For more information about the current fees, please see the FLR(DL) guidance notes at the end of this form.

Please note that your application will be rejected as invalid if you do not pay the specified fee.

The fee charged is for the processing and consideration of the application. This fee will be payable once the application form is received by the Home Office or its payment processing agent, regardless of the outcome of the application. If your application contains errors or is missing information it may be rejected as invalid. Your application will not be considered and your fee will be refunded less an administration fee of £25 for each person included in the application.

We cannot begin the consideration process until the payment has cleared. We allow 5 working days for payments made by cheque to clear, credit/debit cards and postal orders will clear immediately.

If you are claiming an exemption from paying the fee because you are applying to stay in the UK under European Convention on Human Rights and want to apply for a fee exemption because you are destitute and unable to pay the fee, tick the box at item 5 on the payment details page to confirm this. (Information about what we mean by destitute can be found on our website).

If you tick the Nil payment box you will need to complete Appendix 1 FLR (FP). Failure to complete Appendix 1 FLR (FP) will result in your application being rejected if you have not sent a fee.

If you are applying under one of the above categories failure to tick the box at item 5 on the payment details page will result in your application being rejected if you have not sent a fee.

Biometric Enrolment Fee

As part of your application you are required to enrol your biometric information. You will be charged an additional handling fee for this service, payable to the Post Office Ltd. You must pay the fee by cash or debit card when you attend Post Office Ltd to enrol your biometrics. Each dependant included on your application must also pay this fee when they enrol their biometric information. Do not send the biometric enrolment fee with your application fee.

Applicants on some immigration routes are exempt from paying an enrolment fee at the Post Office Ltd. If you are in one of these categories you will be informed of this when we send you a biometric notification letter.

Your application may be rejected as invalid if you do not enrol your biometrics when requested. For more information about enrolling biometrics and the current fee, please visit the following section of our website: www.gov.uk/biometric-residence-permits

Who May Apply With You?

You may include your spouse, civil partner, unmarried or same-sex partner and/or children under the age of 18 if they are applying as your dependants. However, they must pay the full specified fee if they apply separately. However, children who were initially granted leave in this category at a time when they were under 18 but who are now over 18, may continue to be included as a dependent child (subject to an adult fee). See DL Guidance Notes at the end of this form for more information.

How can you pay?

You must pay by one of the methods specified below:

- Cheque
- Postal Order
- Credit Card - Visa (including Electron), MasterCard or American Express (Amex)
- Debit Card – Delta, Maestro* (including Solo)
- Banker's draft (payable to the Home Office)

*Maestro - We will only accept Maestro cards issued in the UK for postal applications.

Cheques and Postal Orders

You must make the cheque or postal order payable to Home Office Leave to Remain and cross the cheque or postal order(s) A/C Payee only.

Write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or each postal order and keep the postal order stub(s). Make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

Attach your cheque or postal order(s) to the front of the application form.

Completing the payment details page

To ensure that your payment is processed without any delay please complete the correct payment details page and note the points below when doing so.

1-2 The address at 1 should be the contact address in the UK for any correspondence. If it is not your home address (eg a solicitor or other authorised immigration adviser may be submitting the application), give the contact name at 2.

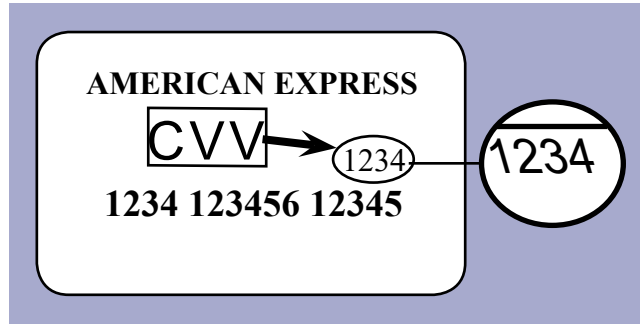
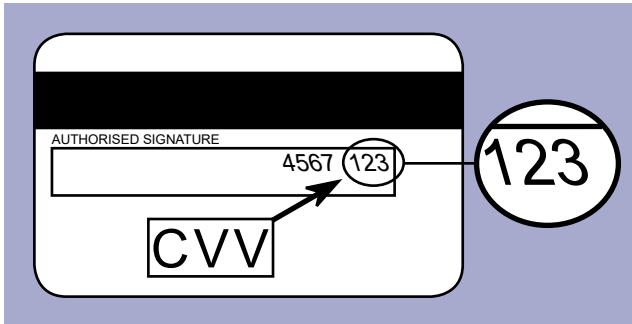
3 This should be the full name of the main applicant as given in his or her passport or travel document.

4 Date of birth - for example, 3 January 1980 should be written 03 01 1980 in the spaces provided.

5 If you do not select a fee then we cannot take a payment and your application will be rejected as invalid.

8-11 Complete only if paying by card.

11 The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.



12 It is the cardholder as named on the credit or debit card who must sign and date.

Please note that when making large or multiple payments using your credit card, the anti-fraud measures that banks operate sometimes stop the full payment being taken. This can happen for a number of reasons. To prevent this you may inform your bank of your intention to make large or multiple payments in advance so that your bank allows the full payment to be taken when you submit your application.

Please be aware that not all banks offer this service.

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Section 2 - Which Category?

You must tell us which category you are applying for further leave in. You can only apply for leave in certain categories using this form. You must read the DL Guidance notes before completing this section.

B1. Please tick a box below to show us the category in which you are applying for an extension of stay in the UK.

Unaccompanied Asylum Seeking Child (UASC)

Human Rights (Not family or medical)

Other purpose / reason

If you are applying for further leave or settlement for other reasons you must briefly explain why below. You will also need to provide a letter or other document explaining in more detail why you are applying including any exceptional circumstances.

Section 3 - Your history and circumstances since you were granted limited leave to enter or remain

C.1 When does your limited leave to enter or remain expire? Please do not submit your application earlier than 1 month before the expiry date of your current leave. See the Guidance Notes (Note 1).

D	D	M	M	Y	Y	Y	Y
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C.2 If your limited leave has already expired, please explain why you overstayed your leave to remain and did not apply for further leave or settlement earlier.

C.3 Do you currently hold a national passport, national identity card or travel document?

Yes Go to C5 No Go to C4

C4. If you have answered no to question C3, you must explain why you do not have a national passport, national identity card or travel document. If you have tried to obtain a national passport, national identity card or travel document and have been refused, you must explain the reasons below.

C.5 Have you spent any time outside of the United Kingdom since you were granted limited leave?

Yes No Go to Section 4

If you have answered yes to question C.5, you must complete the details below:

Dates of travel (list both departure and return dates)	Reason(s) for travelling

Your application will be considered in accordance with the published Asylum instruction on Discretionary Leave (which replaced Exceptional Leave to Remain on 1 April 2003). The Asylum Instruction may be viewed on the Home Office website <https://www.gov.uk/visas-immigration>.

We will make a decision about whether or not you qualify for further leave to remain or settlement in the United Kingdom on the basis of the information about your circumstances that you have already provided and any new information which you submit with this application form.

There is no need to send us any information that you provided when you made your asylum and/or human rights claim, or during any subsequent appeals, or in connection with any other application for further leave to remain in the UK which you may have made.

You should tell us immediately if there are any changes in your circumstances that are relevant to this application, or if any new information relevant to this application becomes available. See the Guidance Notes (Note 10).

If you wish to send us any documents, you should send a description of what it is and an English translation if it is not in English.

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D.11. Could you and your partner live together outside of the UK if necessary? If not please provide reasons.

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D.12. You must provide evidence that you and your partner are living together. See Guidance Note

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In this section include any children under the age of 18 who are living with you in the UK and who are applying as your dependants.

If more than 2 children are applying, please give their details on a photocopy of this page and enclose it with this form.

	Child 1	Child 2
Name		
Date of birth (dd/mm/yyyy)		
Place of Birth		
Gender		
Nationality (including if they have dual nationality)		
Passport, national identity card or travel document		
Issuing authority		
Date of issue (dd/mm/yyyy)		
Date of expiry (dd/mm/yyyy)		
List all languages that your child speaks		
How long has this child resided in the UK		
Does this child live with you at the address provided in question A.15?		
Who is financially responsible for this child?		
If your spouse/partner is not the other parent of this child, provide details of the other parent. Include name, where they live, their nationality and their level of contact or parental responsibility.		

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Please include any further information you think may be relevant to the consideration of this application. Continue on a separate page if necessary.

Offence:

Type of penalty (e.g caution, reprimand, warning or other - please state):

Date of penalty:

D	D	M	M	Y	Y	Y	Y
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Details of penalty 2

Name of person:

Country where penalty given:

Offence:

Type of penalty (e.g caution, reprimand, warning or other - please state):

Date of penalty:

D	D	M	M	Y	Y	Y	Y
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E5. Have you or any dependants applying with you had any UK court judgment against you for non-payment of a debt, or received a civil penalty under UK Immigration Acts?

Yes - go to question E6

No - go to question E7

E6. Give details for each UK court judgment or civil penalty under UK Immigration Acts, starting with the most recent one. If you or any dependants applying with you have received more than two court judgments and/or civil penalties under the UK Immigration Acts, please photocopy these pages, complete the details, and enclose them with this form.

Details of court judgment or civil penalty 1

Name of person:

Specify whether you had a court judgment or civil penalty

Date of court judgment or civil penalty:

Details of court judgment or civil penalty 2

Name of person:

Specify whether you had a court judgment or civil penalty

Date of court judgment or civil penalty:

You must answer questions E7 to E12 below even if you have answered no to question E1

For help in answering these questions, please see the definitions at the end of this section.

E7 Have you or any dependants who are applying with you been arrested and charged in any country with any criminal offence and are awaiting, or are currently on trial?

Yes No

E8 In times of either peace or war, have you or any dependants who are applying with you ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide?

Yes No

E9 Have you or any dependants who are applying with you ever been involved in, supported or encouraged terrorist activities in any country?

Yes No

E10 Have you or any dependants who are applying with you ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts? Yes No

E11 Have you or any dependants who are applying with you ever engaged in any other activities which might indicate that you may not be considered to be persons of good character? Yes No

E12 If you have answered yes to any of the questions E.7, E.8, E.9, E.10, or E.11 you must give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

E.13 How long have you lived in the UK? **Years** **Months**

Definitions

For the purposes of answering questions E.7 to E.12, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at www.legislation.gov.uk/ukpga/2001/17/schedule/8 or purchased from The Stationery Office (telephone 0870 600 5522). It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants who are applying with you.

War crimes

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

Crimes against humanity

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

Genocide

Acts committed with intent to destroy, in whole or in part, a national, ethnic, racial or religious group.

Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that involves serious violence against a person; that may endanger another person's life; creates a serious risk to the health or safety of the public; involves serious damage to property; is designed to seriously disrupt or interfere with an electronic system.

Organisations concerned in terrorism

An organisation is concerned in terrorism if it commits or participates in acts of terrorism; prepares for terrorism; promotes or encourages terrorism (including the unlawful glorification of terrorism); or is otherwise concerned in terrorism.

Section 7 - Documents

You must provide your original valid passport or a national identity card as evidence of your identity and nationality. If you do not have these, your most recent passport or (except a PBS applicant) your most recent national identity card. If you have neither of these, you can provide a travel document unless these are not available for reasons beyond your control. If your document is lost or stolen, you should replace it before making your application unless there are reasons beyond your control why you cannot (See note 2 below). You should provide all previous passports, travel documents or national identity cards that you have used to travel to or remain in the UK.

Documents

You must provide the documents specified below which are relevant to your application. If you do not, we reserve the right to decide your application on the basis of the information and documents provided. Tick the relevant boxes to show the documents you are providing.

All applicants must provide the relevant documents specified in 7A. You must also provide the relevant documents specified in 7B or 7C for the category in which you are applying.

Please note that in some cases, we may have to ask for other documents in addition to those specified in this form.

Passports and Immigration

7A All applicants

Your original valid passport or a national identity card. If you do not have these, your most recent passport or (except a PBS applicant) national identity card. If you have neither of these, you can provide a travel document. If you last entered the UK on a previous passport or national identity card, please also provide this document if you have it.

The original valid passport(s), national identity card(s) or travel document(s) for each dependant included in section 2 and applying for an extension of stay in the UK with you. If they last entered the UK on previous passport(s), national identity cards or travel document(s), please also provide these documents if you have them.

Your Biometrics residence permit if you have been issued with one since entering the UK. See Note 4.

The Biometrics residence permit for each dependant included in section 2 and applying for an extension of stay in the UK with you if they have been issued with them since entering the UK. See Note 4.

Note 4 Residence permits have been issued to certain foreign nationals since 25 November 2008 when they have been given permission to remain in the UK. Unless reported lost or stolen, they should be enclosed with any application for further permission to remain in the UK.

Your Police Registration certificate if you have been asked to register with the Police.

The Police registration certificate(s) of each dependant included in section 2 and applying for an extension of stay in the UK with you if they have been asked to register with the police

7B Dependant of a person who has limited leave to enter or remain in the UK other than under the points based system

If you are applying as the dependant of such a person, in addition to the relevant documents in 8A, you must provide:

Your marriage or civil partnership certificate if you are applying as the person's spouse or civil partner.

Documents showing that you have lived together for 2 years or longer if you are applying as the person's unmarried or same-sex partner

Your full birth certificate showing your parents' names if you are applying as the person's child.

7C Other purposes/reasons not covered by other application forms. If you are applying for an extension of stay for other purposes/reasons, in addition to the relevant documents in 7A, you must provide:

A letter or other document explaining why you are applying for an extension of stay, together with any relevant documents in support of your case.

Please list the documents you are providing in the space below.

If you cannot provide any of the documents that we have asked for, please still complete and submit this application form, but use this space to explain why some of the items cannot be sent in. You should also tell us when you will provide them. We will not be able to complete your application until you have provided everything that we have asked for.

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Is there any other information concerning you or your family which you wish to be considered as part of your application?

If so, please give details in the box provided

Please continue on a separate sheet if necessary and provide any relevant documentary evidence relating to any issues you raise.

Section 9 - Declaration

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.

It is mandatory for the declaration to be signed.

Please note that this application will be invalid if it is not signed as specified above.

I hereby apply for an extension of stay in the UK for myself and any dependants listed in this form. The information I have given in this form is complete and is true to the best of my knowledge.

I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence; that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions; and that, if such bodies provide the Home Office with any information about me which may be relevant for immigration purposes, it may be used in reaching a decision on my application.

I understand that my details may in certain circumstances be passed to fraud prevention agencies to prevent and detect fraud and money laundering. I also understand that such agencies may provide the Home Office with information about me. Further details explaining when information may be passed to or from fraud prevention agencies and how that information may be used can be obtained from the Home Office website.

I understand that documents provided in support of this application will be checked for authenticity; and that false documents will be retained and may result in my application being refused and in my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom by means which include deception.

I understand that if I am informing the Home Office that I have changed my gender, these details may in certain circumstances be shared with other Home Office colleagues. I consent to this, where necessary and understand that this information will only be shared in limited circumstances relating to identity and security in line with Section 22 of the Gender Recognition Act. I am aware they will otherwise be treated in confidence and that my rights under the Equality Act 2010, Data Protection Act 2018 and Article 8 of the European Convention on Human Rights will be unaffected

Applicant's signature

Parent/legal guardian's signature (if applicant is under 18)

Date (dd/mm/yyyy)

Your Personal Checklist for Form FLR(DL) (Discretionary Leave – Extension Or Settlement)

Please make the following checks before submitting your application. They should help to ensure that it is complete.

- Are you sure that Form DL (Discretionary Leave – Extension or Settlement) is the right form for your application? See Note 1 of the Guidance Notes.
- Do you have no more than 1 month until your current leave expires? See Note 1 of the Guidance Notes.
- Have you completed all sections of the form correctly as instructed? See Note 4 of the Guidance Notes.
- If you have used additional sheets of paper have you attached them?
- Have you sent us all of the following documents which you or your dependants hold, listed in Section 7
 - i. Valid national passport(s)
 - ii. National identity card(s)
 - iii. Travel document(s)
 - iiiv. Immigration Status Document(s) (ASL.2151, ASL.2152 or ASL.2150)
 - v. Relevant Birth or Marriage certificates
- Have you retained photocopies of all the documents you will send with this application?
- If you are unable at present to send us any of the documents listed in Section 7, have you given an explanation and said when you will be able to send them?
- Have you signed and dated the declaration in Section 9 of the form?

Finally, please make sure that the application is addressed appropriately as on page 1 of this application form and in Note 5 of the Guidance Notes.

Form FLR(DL) (Discretionary Leave - Extension or Settlement):**Guidance notes and other relevant information**

These notes and other information are intended to help you make an application for a further period of Discretionary Leave or settlement following the refusal of an asylum application in the United Kingdom (UK) on Form FLR(DL) (Extension or Settlement).

1. For which applications must you use Form FLR(DL) ?

This form is for anyone who, following refusal of asylum has been granted:

- Discretionary Leave or
- Less than four years Exceptional Leave;

and is now applying for a further period of Discretionary Leave or settlement, in accordance with the published Home Office Asylum Instruction on Discretionary Leave.

This form must not be used by applicants applying for further leave on Article 3 medical grounds who must use the FLR(O) form.

This form must not be used to apply for asylum or humanitarian protection. Advice on claiming asylum/humanitarian protection can be found on the Home Office website.

Copies of the Asylum Instructions may be viewed on the Home Office website: <https://www.gov.uk/visas-immigration>.

You have to be in the UK to make an application using this form. Please do not send in your application more than 1 month before your current leave expires, or it is likely to be refused as you will not have completed the required period of leave if you apply too early.

You can use this form to make your own application and an application on behalf of any dependants.

2. Making sure that your application is complete

This is very important. The decision on your application is likely to be delayed if you do not provide all the necessary information and documentation. To make sure that your application is complete, you need to do the following:

- Answer all the questions and complete or tick any boxes that apply to you personally, as well as to any dependants included in the application.
- Provide the documents needed in support of your application and those of any dependants included in the form. You should retain photocopies of any documents you submit with this application.
- If you cannot provide a document at present, please explain the reason(s) and tell us when you will be able to let us have the missing item.
- Ensure the correct payment has been made towards the Immigration Health Surcharge, if applicable. You will need to assess the likely cost using the online portal www.gov.uk/healthcare-immigration-application.
- Sign and date the declaration in Section 9.

3. Completing Form DL (Discretionary Leave – Extension or Settlement)

Please write in English in block letters and in black ink when completing the form. The notes below are designed to help you complete each section.

Section 1 must be completed in full in all cases. If the application includes dependants, the details of the main applicant must go in section 1. Details of the dependants should go in Section 4. If an immigration adviser is assisting you with your application, the adviser's address should be given at 1.9.

Section 2 - You must tell us which category you are applying for further leave in. You can only apply for leave in certain categories using this form. You must read the Discretionary Leave guidance on the Home Office website and provide a letter or other document explaining in detail why you are applying including any exceptional compassionate circumstances that apply in your case.

Section 3 must be completed in full in all cases. The date needed in answer to the question at 3.1 is the date that the main applicant's limited leave expires. There is no need to include information which was submitted in connection with your asylum claim and/or any subsequent appeal and/or any subsequent application for leave. If, after your application is made, your circumstances change or you have new information which you would like to be considered, please submit this as soon as possible (see Note 10).

Section 4 must be completed in full in all cases where you have family living with you in the United Kingdom.

Dependants for the purpose of this application include;

- Your partner and children under 18 who were given permission to stay in the UK as your dependants when you were given Discretionary Leave
- Any child born to you in the UK who is not a British Citizen.

You can only include your children if they are under 18 years of age at the date of application. If your children are now over 18 years of age, they must apply on a separate application form. If your child will turn 18 years old while your application is being considered, you should include them on your application form.

You cannot include the following as dependants:

- A spouse, civil partner, same sex partner or any other dependant who already has leave in the UK in another category
- A spouse, civil partner, same sex partner or other dependant who is currently in the UK with no valid leave.
- A dependant over 18 years of age who is not your spouse or partner.

Section 5 must be completed as indicated in all cases.

Section 6 must be completed in all cases.

Section 7 must be completed in all cases. If any dependants are included in the application, please make sure that you provide their documents and tick the relevant boxes.

Section 8 must be completed in all cases. Where more than one applicant is included on the form, the signature must be that of the main applicant.

Personal Checklist. This is a final reminder to help you make sure that you have done everything correctly, including the address where you should send the application.

After completing the form, please make sure that you submit all pages up to and including Section 8. Please keep the Personal Checklist at the end of the form.

Section 9 must be completed in all cases.

4. Applying by post

Your completed application must be sent to the following address:

Home Office
FLR(DL)
PO Box 589
Durham
DH99 1AB

It is very important that you address the envelope exactly as above when using the FLR(DL) Form. We recommend that you use Recorded Signed For or Special Delivery, as this helps us to record the receipt of your application. Please make sure that you keep a record of the Recorded Signed For or Special Delivery number.

5. Obtaining another form

You can download application forms from the Home Office website: <https://www.gov.uk/visas-immigration>.

6. Choosing an immigration adviser

This form is designed to let you to make your own application. If you need help in completing it or in dealing with any other aspect of your application, you may wish to engage an immigration adviser. However, you should take care when choosing one.

Office of the Immigration Services Commissioner (OISC)

Immigration advisers are regulated by the Office of the Immigration Services Commissioner (OISC).

Their website at www.oisc.gov.uk contains a list of authorised advisers. It also has links to websites for solicitors, barristers and legal executives.

If you have a complaint about an immigration adviser or need other information, the OISC contact details are:

Office of the Immigration Services Commissioner
5th Floor
21 Bloomsbury Street
London
WC1B 3HF
Telephone: 0345 000 0046

7. How long will it take to process your application?

Your application will be dealt with as quickly as possible. If you fail to submit all the necessary documents with your application, there may be a delay in dealing with your application while we wait for you to submit these documents.

If you submit your application out of time we may need to make further enquiries, and there may be a delay in considering your application while these are made.

If your application needs to be referred to an asylum-trained caseworker, because a full review of your status is necessary, the application process may take longer.

8. How will your passport (s) and other documents be returned?

Your passport(s) and any other documents we return to you will be returned by Recorded Signed For Delivery in all cases.

9. Contacting us after you have applied

If you have to send us a document which you cannot provide when making your application, or if you need to tell us anything else, including a change of address or circumstances, before you hear from us, please use the following address:

Status Review Unit (FLR DL)

Complex Casework Directorate

UK Visas and Immigration

Department 152

PO Box 306

Liverpool

L2 0QN

Please make sure that you give the following details in your letter: the applicant's full name (as it appears on the application form), date of birth, nationality, the Recorded Signed For or Special Delivery number (if you used such postage), the date on which the application was posted and your Home Office reference if you have one. If you need your passport because you have to travel urgently and unexpectedly, use the return of documents request form at

www.gov.uk/visa-documents-returned.

10. Other application forms

Other application forms on which to apply for an extension of stay or indefinite leave to remain in the UK can be downloaded from the Home Office website:

<https://www.gov.uk/visas-immigration>

This form and the accompanying guidance notes may be included or reproduced in any non-Home Office website or publication. However, such inclusion or reproduction does not constitute an endorsement of any services offered or provided by the owners of the website or publication, or of the content of the website or publication.

11. Biometric Residence Permits

A leaflet explaining the Biometric Residence Permit including the application process is available to download at the following location:

www.gov.uk/biometric-residence-permits