



## Integration loan application form

Before you complete this form please read the guidance sheet. Fill in the form by answering all the questions and requests for information. Your application will be returned if we do not have all the information required. Please complete in block capitals.

### Section 1: About you and your partner

Please provide full details of your partner (if you have one) whether you are making a joint application or not. For the purposes of this application, partner means those who are married to each other, those who are not married but are living as if they were, civil partners, and same sex partners who are living together as civil partners.

You:

|  |                      |
|--|----------------------|
| Your surname or family name:                       |                      |
| Your first name/other names in full:               |                      |
| Other names you have been known by:                |                      |
| Your date of birth (enter as numbers: dd/mm/yyyy): | <input type="text"/> |

Your partner:

|  |                      |
|--|----------------------|
| Your partner's surname or family name:                       |                      |
| Your partner's first name/other names in full:               |                      |
| Other names your partner has been known by:                  |                      |
| Your partner's date of birth (enter as numbers: dd/mm/yyyy): | <input type="text"/> |

Address where you live now:

|                 |  |
|-----------------|--|
| Address line 1: |  |
| Address line 2: |  |
| Address line 3: |  |
| Town or city:   |  |
| Postcode:       |  |

Your daytime telephone number (if any):

Your home telephone number (if different):

## Section 1: About you and your partner (continued)

Your email address, if you have one

Your national insurance number

Your partner's national insurance number

Home Office reference number (from your asylum application)

Your partner's Home Office reference number (from your asylum application)

Immigration status:

Refugee status

Humanitarian protection

Leave to enter/remain as a dependant of refugee

Leave to enter/remain as a dependant of a person with humanitarian protection

How would you describe where you currently live:

I own my property

I live in temporary accommodation

I rent

I am staying with friends/family

In a hostel

Other (please describe below)

If you have ticked other, explain why:

Have you any criminal convictions since arriving in the United Kingdom?

Yes (please give details in the box below)

No

If you have ticked yes, please give details:

If you are applying for a joint loan has your partner any criminal convictions since arriving in the United Kingdom?

Yes (please give details in the box below)

No

If you have ticked yes, please give details:

## Section 2: Your children/other dependants

Please list any children under 18 that live with you and anyone else who lives with you and is your dependant (for example, elderly relatives). Please list any additional children on a separate sheet of paper.

|  |
|--|
| Given names:                                     |
| Family name:                                     |
| Date of birth (dd/mm/yyyy): <input type="text"/> |
| Relationship to you:                             |

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|  |
|--|
| Given names:                                     |
| Family name:                                     |
| Date of birth (dd/mm/yyyy): <input type="text"/> |
| Relationship to you:                             |

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|  |
|--|
| Given names:                                     |
| Family name:                                     |
| Date of birth (dd/mm/yyyy): <input type="text"/> |
| Relationship to you:                             |

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### Section 3: Your integration needs

Loans will only be made for items/activities that will assist your integration into UK society. Please provide any documentary proof of your intended use with your application.

Are you and your partner applying for a joint loan?  Yes  No

What is the loan for?

**Housing**

Deposit for rented accommodation - give amount needed:

Rent payment - give amount needed:

Essential items for the house (please check with your local Jobcentre Plus as this may be available to you free of charge) - give amount needed:

Moving expenses - give amount needed:

**Employment: please check with your local Jobcentre Plus as these services may be available to you free of charge.**

Travelling expenses - give amount needed:

Work clothing and footwear - give amount needed:

Work equipment - give amount needed:

Initial childcare costs- give amount needed:

Subsistence while training - give amount needed:

**Education/requalification**

Training/education programme - give amount needed:

Requalification/professional qualification (please check with your local Jobcentre Plus as this may be available to you free of charge) - give amount needed:

**Other**

Other (provide supporting information in the box given below) - give amount needed:

If you have told us that you need a loan for another reason, please provide supporting information:

How much do you need in total (the maximum amount payable for both a single and joint loan may vary according to the budget available):

### Section 3: Your integration needs (continued)

Please supply more specific information about the loan and any additional information that you think we should take into account:

If your integration loan is not needed for any of the above purposes listed on page 4 we will consider paying the loan for a different integration need. Please provide full details of why you require this loan:

## Section 4: Your income

What money do you (and your partner) receive regularly?

| Income type  | How much per week (you) (£) | How much per week (your partner) (£) |
|--|-----------------------------|--------------------------------------|
| Salary (before tax):                                       |                             |                                      |
| Social security benefits (please specify type and amount): |                             |                                      |
| Social security benefits (please specify type and amount): |                             |                                      |
| Social security benefits (please specify type and amount): |                             |                                      |
| Tax credits:   |                             |                                      |
| Child benefit:   |                             |                                      |
| Local housing allowance:                                   |                             |                                      |
| Other (please specify type of income and amount):          |                             |                                      |

## Section 5: Savings/other assets

Do you (and your partner) have any savings/other assets?

Yes  No

|                                   |  |
|-----------------------------------|--|
| If yes, how much do you have (£): | If yes, how much does your partner have (£): |
| <input type="text"/>              | <input type="text"/>                         |

## Section 6: Outstanding debts/other liabilities

Do you (and your partner) have any debts/other liabilities (including to other government departments)?

Yes  No

If yes, please provide details, for example how much, to whom and repayment details:

## Section 7: Money you spend

What do you (and your partner) spend on average?

| What do you spend your money on? | How much per week (you) (£) | How much per week (your partner) (£) |
|----------------------------------|-----------------------------|--------------------------------------|
| Rent:                            |                             |                                      |
| Utility bills:                   |                             |                                      |
| Loans:                           |                             |                                      |
| Credit cards:                    |                             |                                      |
| Mobile phone:                    |                             |                                      |
| Food:                            |                             |                                      |
| Travel/fares:                    |                             |                                      |
| Anything else (please specify):  |                             |                                      |

Please can you ensure all sections have been completed. If not applicable, please indicate by writing 'not applicable' by the question.



## Section 8: Other sources of funding/income

|   |                              |
|---|------------------------------|
| Have you, your partner or any member of your household made an application for or received an integration loan? | <input type="checkbox"/> Yes |
|   | <input type="checkbox"/> No  |

If yes, please provide loan reference number:

|  |
|--|
|  |
|--|

|   |                              |
|---|------------------------------|
| Have you or your partner previously made any other successful or unsuccessful applications for any other government funded loans or grants? For example, budgeting loan, local education authority or Jobcentre Plus funds. | <input type="checkbox"/> Yes |
|   | <input type="checkbox"/> No  |

If yes, please specify which applications you have made in the table below:

| <b>Funding applied for:</b> | <b>Funds agreed?<br/>Yes or No</b> | <b>If yes, how much (£):</b> | <b>Current repayments (£)<br/>State how much and if paid<br/>each week or each month:</b> |
|-----------------------------|------------------------------------|------------------------------|---|
|                             |                                    |                              |   |
|                             |                                    |                              |   |
|                             |                                    |                              |   |
|                             |                                    |                              |   |

## Section 8: Other sources of funding/income

Please provide details of any other sources of income you have access to which may be relevant to your application. This should include financial contributions from other members of your household other than those already listed.

| Income type: | How much (£): | How often - state if it is each week or each month: |
|--------------|---------------|---|
|              |               |   |
|              |               |   |
|              |               |   |
|              |               |   |
|              |               |   |
|              |               |   |

## Section 9: Bank details

Integration loans will normally be paid directly into your bank account as this is the quickest and safest method for payment. You can use a bank, building society or other account providers. Please provide details below of the account to which you would like your loan payment to be made. If you do not have a bank account you should open one as soon as possible. Any bank or building society will be able to help you open an account. In exceptional circumstances, a loan can be made by Simple Payment, but this can only happen where you are already receiving benefits by this method and have been unable to open a bank account.

Please give details of your bank account.

Your name as shown on your bank account:

Name of bank, building society or other account provider:

Sort code:

Account number:

Or

Building society roll or reference number:

**Please provide us with a scanned copy or photograph of a letter from your bank or a bank statement confirming this information.** This should contain your name, full account number and sort code.

If you are applying for a joint loan please note that the payment will be made to one account only.

To be left blank

## Section 10: Other information

Your application will not be considered unless you provide evidence of your identity and immigration status. Please send with your application a scanned copy or photograph of your Biometric Residence Permit (BRP), Immigration Status Document (ISD) or national passport. Please note that we may in future request you to provide evidence that the loan has been used for the purpose specified on this form.

## Section 11: Declaration

I/we confirm that the information I/we have given on this form and in support of this application is correct to the best of my knowledge and belief.

You must electronically sign the declaration. For the purpose of this form, typing your name into the signature box will constitute an electronic signature.

Signature:

Date of signature (enter as numbers: dd/mm/yyyy):

If this is an application for a joint loan please ask your partner to sign the form in the box below:

Your partner's signature:

Date of your partner's signature (enter as numbers: dd/mm/yyyy):

Please make sure that you have given details of:

|   |
|---|
| <input type="checkbox"/> Biometric residence permit (BRP) or Immigration status document (ISD) - provide scanned copy or photograph copy  |
| <input type="checkbox"/> Your bank details - provide scanned copy or photograph copy of a bank statement or letter from your bank confirming this information (a photocopy is acceptable) |
| <input type="checkbox"/> Breakdown of what you want the loan for  |
| <input type="checkbox"/> Details of income and living costs   |
| <input type="checkbox"/> National insurance number  |
| <input type="checkbox"/> You have signed and dated your declaration   |
| <input type="checkbox"/> Please keep a photocopy of your application form for your records  |

For monitoring purposes it would be useful if you could provide details of how you found out about the Integration Loan Scheme. Please tick as appropriate:

|   |
|---|
| <input type="checkbox"/> Refugee grant papers           |
| <input type="checkbox"/> Integration loan website       |
| <input type="checkbox"/> Refugee Community Organisation |
| <input type="checkbox"/> Other (please specify)         |

If you have highlighted 'other' in the options above, please specify details of how you found out about the Integration Loan Scheme.

## Section 12: What you should do next

Please look through this application form and ensure that you have answered all the questions and given all the information requested. Your application may be rejected or delayed if we do not have all the information that we need. Please ensure that you (and your partner if this is a joint loan application) have signed the form at Section 2.

When you have filled in the application form and obtained the required proof of identity, please scan or photograph this form along with the supporting documents and send it to the following email address: [Integrationloan@homeoffice.gov.uk](mailto:Integrationloan@homeoffice.gov.uk)

Or

Save the completed form and submit the form to us by clicking on the 'submit' form button below. This will automatically open an e-mail with the completed application form attached to the email. You should then attach your supporting documents to the email and when you press send, the form and the supporting documents will be sent to: [Integrationloan@homeoffice.gov.uk](mailto:Integrationloan@homeoffice.gov.uk)

**Please note:** We can only receive e-mails and attachments that are less than 15MB. Please make sure that any scanned documents or photographs do not go over this limit. If the email size is over 15MB with the attachments, then you may send some of the attachments on a separate email quoting your name and Home Office reference.

If your email is too large, you should receive a message back from the Home Office letting you know that it has not been possible to deliver to us. Please check your in-box and junk folder to make sure this has not happened.

If the 'submit form' button does not open an email with this review form attached, you should save a copy of this form and attach it with the supporting documents to an email and send it to: [Integrationloan@homeoffice.gov.uk](mailto:Integrationloan@homeoffice.gov.uk)

You must notify us, using this email address, if your contact details change. Please keep a copy of your application form for your records.

For further information on how to apply for an integration loan, please see the supporting guidance on our website: [www.gov.uk/government/publications/application-for-an-integration-loan](http://www.gov.uk/government/publications/application-for-an-integration-loan)

## Section 13: What will we do next?

We will look carefully at your application and decide if an integration loan should be awarded. We may need to request further information from you in order to make the decision. Please be aware that there is only a limited amount of money available from the scheme, and that the maximum amount offered to applicants may vary during the financial year.

If we decide that we can pay you a loan we will write to offer you a sum of money. You will be required to sign a loan agreement confirming the conditions of the loan including the loan amount and the repayment terms. If we decide not to offer you a loan we will write to you explaining the reasons for this decision.

## Section 14: How we will use the information provided

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](http://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.