#### **GENERAL APPLICATION**

This form is provided at a cost of **GHC 80.00**.



## ► READ THIS FIRST

This form must be completed in English. You may use blue or black ink.

Please follow the guidance notes carefully and complete all questions as indicated. If you run out of space, please use Part 9 – Additional Information.

Anthonio & Associates may take a decision on your application based on the information contained here without interviewing you. Therefore please ensure you submit all relevant original documents (please see supporting documents guidance).

It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be disqualified and if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws.

Put a cross (x) in the relevant box

Part 1 About You	
1.1 Given name(s) (as shown in your passport) >>>>>>>>	1.2 Family name (as shown in your passport)
1.3 Other names (including any other names you are known >>> by and/or any other names that you have been known by)	1.4 Sex Male Female
1.5 Marital status? Single	Married/ Civil Partner Unmarried Partner
Divorced/Dissolved Partnership  1.6 Date of Birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Separated Widowed/Surviving Civil Partner  1.7 Place of Birth
1.8 Country of Birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	1.9 Nationality
1.10 Do you hold, or have you ever held, any other nationality or	ationalities? Put a cross (x) in the relevant box
Part 2 Passport Information	
Enter details of the passport or travel document that you will	use to travel.
2.1 Current passport or travel document number >>>>>>>	2.2 Place of Issue
2.3 Issuing Authority >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	2.4 Date of Issue  D D M M Y Y Y Y
2.5 Date of Expiry >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	2.6 Is this your frst passport? Put a cross (x) in the relevant box Yes No If 'Yes' go to Part 3
2.7 Please give details of any previous passports, covering the last 7	0 years, including where these passports are now.

Part 3 Your Contact Details	
3.1 Your full residential address and postal code >>>>>>>>	3.2 How long have you lived at this address?
	3.3 Home (landline) telephone number
	3.4 Your mobile telephone number
3.5 Email address >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	3.6 Contact details if different from those given in question 3.1
Part 4 Your Family	
4.1 Father's given name(s) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.2 Father's family name
4.3 Father's date of birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.4 Father's place and country of birth
D D M M Y Y Y	
4.5 Father's nationality/nationalities >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.6 Mother's given name(s)
4.7 Mother's family name >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.8 Mother's date of birth
	D D M M Y Y Y
4.9 Mother's nationality/nationalities >>>>>>>>>>>	4.10 Mother's place and country of birth
444 5 11	
4.11 Full name of spouse/partner (If single go to 4.16) >>>>>	4.12 Spouse/partner's nationality/nationalities
4.13 Spouse/partner's date of birth >>>>>>>>>>	D D M M Y Y Y
4.14 Does your spouse/partner currently live with you at the >>>	4.15 Will your spouse/partner be travelling with you?
address given in Question 3.1?	Put a cross (x) in the relevant box
Yes No spouse currently lives.	Yes No Day and hilder 2. But a green (a) in the relevant house
	4.16 Do you have any children? Put a cross (x) in the relevant box Yes No If 'No', please go to question 4.20
4.17 Please provide full details for each of your >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.18 Do all your children currently live with you at the address
dependant children  Name  Date of Birth	given in Question 3.1? Put a cross (x) in the relevant box
Date Of Diffil	Yes No children currently live.

4.19 Please list any of your children who will be travelling >>>> with you?	4.20 Will any other children be travelling with you?  Put a cross (x) in the relevant box
	Yes If 'Yes' go to 4.21 No If 'No' go to Part 5.
4.21 If yes please provide full details about the child/children	
Full Name, Date of Birth, Passport Number, Address, Place of Birth, N	Nationality, Your Relationship to Child, Your Relationship to their Parents
Please note: If a child is travelling without their parents, he/she or legal guardian that they consent to the child's visit.	should present written notifcation from the child's parent
Part 5 Finances and Employment	
TO BE COMPLETED BY ALL APPLICANTS - Dependent children	should enter parents' details.
5.1 What are your current personal circumstances? Put a cross (	(x) in the relevant box
Employed full time, pleasego to 5.2	Retired, pleasego to 5.9
Employed part-time, please go to 5.2	Supported by spouse / partner / other family member, please give full details in the box, including their relationship
Self-employed, pleasego to 5.2	to you; then go to 5.9
Unemployed, pleasego to 5.9	Other, please give details, thergo to 5.2
Student, please give details of the course and institution you attend in the box provided; then go to 5.2	
Employment	
5.2 What is your present work or job or occupation? >>>>> If you are a student and you also work, please give details of your work. If you are a student and you do not also work, please go to 5.9.	
5.3 What is the name of the company or organisation you >> work for?	
5.4 When did you start this job? >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	D D M M Y Y Y
5.5 What is your work address? >>>>>>>>>>>>>>	5.6 What are your employer's telephone numbers?
	5.7 What is your employer's email address?
5.8 Please give details of any additional job(s) or occupation(s) you	ı have

5.9 Have you ever w	vorked for any organisat	ion of a type (state or n	on-state) listed below?	Put a cross (x) in th	e relevant box
Armed forces (include	ding national service)	Yes No	Media		Yes No
Government (centra	l or local)	Yes No	Public or civil administra	ation	Yes No
Judiciary		Yes No	Security (including polic security companies)	e and private	Yes No
			or every organisation that yo year). Please enter detail		
Part 5	come and Expenditure				
5.10 What is your to	otal monthly income fror ccupation after tax?	n all sources >>>			
	e income from any other family? Put a cross (x)				
Yes No	If 'Yes' please provide ful	I details >>>>>>>>			
	avings, property or other in es)? Put a cross (x) in the				
Yes No	If 'Yes' please provide ful	details>>>>>>>			
	your total monthly incomes and other dependants				
5.14 How much do	you spend each month	on living costs? >			
5.15 What money is	s available to you for yo	ur trip? >>>>>			
5.16 Who will pay for	or your travel ?	>>>>>>			
5.17 Who will pay for accommodation and	or your expenses such a I food?	s >>>>>>>			
any part of this, how	ner than yourself is paying much money will they why they are paying for	give you?			
Part 6	ducation History a	and Program Choic	ce		
6.1 Senior High Sch Put a cross (x) in the			Yes No If trip	Yes' please provide deta os	ils of any
From (Year)	То	Grade Comp	leted	Attach	all transcripts
6.2 All Universities of Put a cross (x) in the	or Colleges Attended? e relevant box		Yes No If trip	Yes' please provide deta os	ills of any
From (Year)	То	Grade Comp	leted	Attach	all transcripts

6.3 Have you e	ever been refused a visa for Put a cross (x) in the r		Yes No If 'Yes' please provide full details
Date	Country	Reason	Reference number
	een granted any visas in th in the relevant box	ne last 10 years?	Yes No If 'Yes' please provide details
Date	Purpose		Duration Reference number
	neen refused entry to any co Put a cross (x) in the releva		Yes No If 'Yes' please provide details
Date	Reason		Reference number
required to leav	ever been deported, remove ye any country, a cross (x) in the relevant b		Yes No If 'Yes' please provide details
Date	Country	Reason	Reference number
	re a National Insurance nui	mber?	Yes No If 'Yes' please provide details
National Insura	ance number	Reason fo	r getting a National Insurance number
	re any criminal convictions is offences)? Put a cross (		Yes No If 'Yes' please provide details
Date	Country	Offence	Sentence
criminal offence	ever been charged in any c e for which you have not ye c offences)? Put a cross (:	t been tried in court	Yes No If 'Yes' please provide details
Date	Country	Offence	

6.10 In times of either peace or war had involved in, or suspected of involvement against humanity or genocide?		Yes No If 'Yes' please provide details in Part 9, Additional Information	
6.11 Have you ever been involved in, s encouraged terrorist activities in any coubeen a member of, or given support to a been concerned in terrorism?	untry? Have you, ever	Yes No If 'Yes' please provide details in Part 9, Additional Information	
6.12 Have you ever, by any means or views that justify or glorify terrorist viole encourage others to terrorist acts or ot acts?	ence or that may	Yes No If 'Yes' please provide details in Part 9, Additional Information	
6.13 Have you engaged in any other a indicate that you may not be considere character?		Yes No If 'Yes' please provide details in Part 9, Additional Information	
Part 7 Travellers und	er the age of 18		
ONLY TO BE COMPLETED BY APP	LICANTS UNDER 18 (or pa	arent/guardian on behalf of applicant)	
7.1 Please provide full details about yo	ur parent(s)/guardian(s) in ye	our home country	
Name Address	Telephor	ne Number Email Address Relationship	
7.2 Will you be travelling alone?	>>>>>>>>>	Yes No If 'No' please complete 7.3. If 'Yes' pleas go to 7.4	se
7.3 If accompanied, please provide full your exact relationship to them	details of up to two adults w	who will accompany you, including their passport numbers and	
1)		2)	
7.4 Is the address you will be staying a	at a private address? >	Yes No If 'No' go to Part 8	
7.5 Please provide full details about the will be staying with		7.6 If the person named in 7.5 is not a British Citizen or European Economic Area Citizen, please give details about what permission they have	
Name Address Nation	onality Relationship	what politinosion they have	
		7.7 How long will you stay with this person?	
		I and the second se	

PLEASE NOTE: If a child is travelling without their parents, he/she should present written notification from the child's parent or legal guardian that they consent to the child's visit.

8.3 Do they already have a visa ?
Yes No They don't need one
8.4 What type of visa?  8.5 Do you intend to work whiles Studying? Yes No
Yes No If 'Yes' please provide details
Telephone Number Exact Relationship
Yes No
Yes No
Yes No No nature

Part 9 Additional Information Continued	
If you run out of space please use additional sheets of paper to provide us with all the	relevant information required as part of your application.
Part 10 Declaration	
I hereby apply for an entry clearance to study. The information I have given is complete	
I also declare that the photograph submitted with this form is a true likeness of me. I c is a material change in my circumstances or new information relevant to this application.	
I am aware that it is an offence under the Immigration Act 1971 (as amended) to make order to obtain a visa/entry clearance. I am also aware that my application will be autom	
10 years if I use a false document, lie or withhold relevant information. I may also be be further aware that should I use a false document, lie or withhold relevant information my	anned if I have breached immigration laws. I am
I declare that the documents that I have supplied with this application are genuine an	nd the statements I have made with this application are truthful.
I understand that Anthonio & Associates (or a trusted third party) may make reasonable provided and documents I have submitted with this application. I further understand t	
reasonable checks on any sponsors to my application to verify statements contained in with the terms of any visa granted.	the application and establish that I will comply or have complied
I understand that I may be required to provide a record of my fingerprints and a photograph	
to do so, my application may be treated as invalid and, if so, will not be considered fur (Provision of Physical Data) Regulations 2006, Regulation 7(1)).	nei. (See Statutory instrument 2006 No 1743 - The immigration
I understand that entry clearance applications may be handled by Anthonio & Associa applied for entry clearance and that this may involve the transferring of my application and	
that Anthonio & Associates will be responsible for transferring my application and supplication will still be handled in line with Anthonio & Associates published customer se	
I am aware that I may be billed for any medical treatment undertaken.	
I understand that all information provided by me will be processed by the Anthonio & Associates is the data controller in relation to the information provided	
I provide, including biometric data, will be treated in confidence, but it may be disclose foreign governments, and other bodies, to enable Anthonio & Associates or those bodies	d to other government departments, agencies, local authorities,
with the Data Protection Act 1998. I also understand that the information provided by me	e may also be used for staff training purposes.
I also understand that the information provided by me, or information made available to A shared with my sponsor(s) or any person(s) acting on their behalf or any applicant linked to	
visas for a trip together) for the sole purpose of considering my application. I am aware that tell you by enclosing a letter with my supporting documentation. If such requests prevent y	
I declare that the information given on this form is correct to the best of my knowledge a by me by Anthonio & Associates.	nd belief. I also consent to the processing of information provided
Applicant's signature Date	
D D	MMYYYY
Have you used an agent or representative to complete this application?	
Yes No If 'Yes' please give details of >>>>>>>>> agent/representative's name and address	
What language did you communicate in with the >>>>>>> agent/representative to complete the form?	

# Part 11

All applicants

## Supporting documents checklist

Please ensure you submit all the relevant original documents that you want the Entry Clearance Officer to see when considering your application. The list below is for guidance only. It is not a list of documents that you should or must supply. The Immigration Rules make it clear that it is your responsibility to satisfy the Entry Clearance Officer that you are genuinely seeking admission and entry for the purpose and duration that you have stated. Submission of particular documents does not guarantee that your admission and visa will be issued. It is your decision how you satisfy the Entry Clearance Officer that your intentions are as you state in your application. It is your choice which documents you submit.

It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be banned for 10 years if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws.

Finances and employment

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A valid travel document or passport	Evidence of your current employment/self employment/
Three passport sized colour photograph. This must not be more than 6 months old. (Please see photograph box below for full details)	occupation/work/studies/other means of support  Evidence of your total monthly income from all sources of employment or occupation after tax
☐ The appropriate fee	Evidence of any income from other sources e.g. friends, family,
☐ If you are not a national of the country in which you are applying, evidence of your permission to be in that country e.g. a residence permit, visa, green card	savings, property etc
	Visitor
Evidence to support the information you have given (see below for more details)	Evidence of your permission to be in the country in which you are applying, if you are not a national of that country
☐ Previous passport(s)	e.g. a residence permit or visa
Evidence of how your trip is to be funded	Tourist/Visiting Friend(s)
Developed Details coefficient	A planned itinerary, if held
Personal Details section	☐ Details of any hotel/flight bookings etc
Unless single, please provide evidence of your marital status e.g. marriage or civil partnership certifcate, divorce certifcate, death certifcate	Supporting letter from any friends/sponsor
You may be asked to present written notification from the child's parent or legal guardian that they consent to the child's visit (including evidence from your legal guardian to support their claim to be your legal guardian)	
☐ The offcial record of any conviction(s), detailing the crime(s) you were convicted of and the sentence(s) you received	

### Your photograph must be:

- Colour
- Passport style and size (45mm high x 35mm wide)
- $\bullet A recent and true \ likeness, showing \ full \ face, with \ no \ hat, helmet \ or \ sunglasses \ \ although you \ can \ wear \ every \ day \ glasses \ \ although \ you \ glasses \ \ glasse$
- Original -that is not digitally or optically altered (for example it must not be 'photoshopped' or 'touched-up')
- $\bullet \textbf{Taken against an off-white}, cream \textbf{ or light grey backgrounds o that your features are clearly distinguishable against the background and the property of the propert$
- Printed on low-gloss, plain-whitephoto-quality paper (with no watermarks or embossing)

Photographs that do not conform to these standards will be rejected and may cause a delay in processing your application.