

UNITED KINGDOM Tier 2 Visa Application Process																
Activity	Decision to hire a foreign national worker.	Company Registration with UK Border Agency (UKBA)					Certificate of Sponsorship (COS)					Entry Clearance Visa				
		Visits Employer office and assists in filing the online application for a sponsorship license.	Briefs designated Sponsor staff regarding their responsibilities.	Files sponsor license petition (incl. supporting documentation) with the UKBA and liaises directly with the UKBA Sponsor Licensing Unit throughout processing of sponsor license application.	Conducts a preparatory audit to assess current Sponsor compliance.	Possible office visit by UKBA (attended by Immigr. Provider).	Gather docs & info	Prep. application	Liaises with Employer regarding job advertising (if required).	Obtains job advertising statistics from Employer (if required).	Enters COS application online and sends summary to Employer for approval. Files COS application.	COS sent to HR and Immigr. Provider	Gather docs & info	Prep. application	Fingerprinting	Submit application to local UK Consulate
Responsible Party	HR / Hiring Manager	Immigr. Provider/ Attorney			Gov.	HR / Employee	Immigr. Provider/ Attorney			Gov.	HR / Employee	Immigr. Provider/ Attorney	Employee	Immigr. Provider/ Attorney	Gov.	Immigr. Provider/ Attorney
Timing*	n/a	8 Weeks			Depends on HR / Employee	2 Days	3 Days	3 Days	1 Day	4 Days	Depends on HR / Employee	1 Day	Depends on Employee	1-2 Days	2-15 Days	1 Day

* Duration of steps that are the responsibility of the immigration services provider are VISANOW estimates, please check with your provider to confirm. Duration of steps that the government handles may vary by case (e.g. a foreign national's country of origin) and current processing times, etc.