

The Asylum Process




Home Office
BUILDING A SAFE, JUST
AND TOLERANT SOCIETY
LOCAL EVENT BOOKING UNIT, ARC PO Box 222, Liverpool, L69 2UJ
Tel: 0151 237 6271

Name Ref: NK
Job Ref: NK
Post Ref: NK
Year Ref: 30/06/2006
Date:

 Application Registration Card

Appointment Has Been Made For Your Client To Be Issued An Application Registration Card (ARC) At:
Time and date: 10:00, 06/07/2006.
Unit 2, Festival House, 200 Brand Street, Ibrox, Glasgow

You please ensure that your client is aware that they must attend the given appointment. If your client no longer acts as the address to which the letter has been sent, could you please send a declaration signed by your client (or a representative) to the Home Office no later than 5 days after the date of the appointment. Please also advise if you are no longer acting for your client or yourselves please contact CEBU (020 7033 1000) or a serious transport disruption. Should the client be unable to attend the appointment, please contact the Home Office no later than 5 days after the date of the appointment.

adult to

Apply as soon as you can!

Apply for asylum as soon as you arrive (at the airport or shipping port) or once you are in the UK through your Social Worker or another support worker. Social Work Services will help you to find a legal representative who will help and guide you through the asylum process.

Who will look after you?

Social Work Services will give you money and make sure you have somewhere to live. This could be a residential unit or supported carer/ foster carer. You will also be seen by a doctor.

Your screening interview

You will be asked to visit the Border & Immigration Agency (Home Office) with your social worker or temporary guardian. You will be introduced to your case owner. This is the person from the Home Office responsible for your case.

They will ask you questions about why you have come to the UK and give you:

- A letter allowing you to stay in the country until they have made a decision on your claim. This letter is called an IS96.
- A Statement of Evidence Form (SEF).

Completing your SEF form

This is where you tell your story. You should write the form with the help of your legal representative. Your social worker or temporary guardian should also be at this meeting. You have 20 days to return this form. During this time your case owner will get in touch with you to discuss what is going to happen with your application.

Another interview?

If immigration has more questions they would like to ask you they may ask you to come to another interview. Your legal representative will explain this to you.

Reporting

You may be asked to regularly report to your local Home Office reporting centre. They should discuss this with you and your social worker.

Your decision

The Home Office will decide what type of asylum status you should receive: Refugee Status, Humanitarian Protection, Discretionary Leave or a refusal. (See Glossary for an explanation of what these mean.)



Not Happy with your decision?

You and your legal representative must appeal to the Asylum and Immigration Tribunal (AIT) within 1 to 10 days of receiving your decision. You will be asked to attend the AIT hearing Decision to give or refuse further leave to remain

Happy with your decision?

If you have a form of temporary leave you must contact your legal representative a few months before your leave runs out so they have time to apply for an extension.