

# ELIGIBILITY CRITERIA 2018 - 19

## INFORMATION TO APPLICANTS

Depending on your status (unemployed - benefit claimant or unemployed – other), you must bring one of the following.

**Applicants must be aged 19 or older before/ on 31<sup>st</sup> August 2018.**

### 1. EMPLOYMENT STATUS CRITERIA

#### 1A. UNEMPLOYED – BENEFIT CLAIMANTS

**One of the following is required.** Document must be dated within the last 3 months)

- Jobseeker's Allowance (JSA)
- National Insurance credits (NIC) only
- Employment and Support Allowance (WRAG)
- Universal Credit earn less than or **£338 a month (individual claims) or £541 (Household claims) a month** a month and are in one of the following groups:
  - All Work-Related Requirements Group
  - Work Preparation Group
  - Work-Focused Interview Group
- Released on temporary licence (RoTL) & studying outside a prison.

#### 1B. UNEMPLOYED – OTHER STATE BENEFITS

**Unemployed, in receipt of other State Benefits and earning (JSA, ESA WRAG, Universal credit, National insurance credits):**

- income £338 a month (individual claims) or
- income £541 a month (household claims)
- Wants to be employed or progress into more sustainable employment**

#### 1C. EMPLOYED – QUALIFY FOR LOW WAGE SUBSIDY

- Earn less than £15,736.50 per annum (wage slips/employment contract or HMRC Self-assessment evidence required)
- Work part time and earn less than £8.08 per hour (wage slips/employment contract or HMRC Self-assessment evidence required)

## 1D. EMPLOYED - OTHER

### Employed and have a Contract of Employment:

- Work full time
- Work part time
- Self Employed (since ..... month/year) and I have registered my Self-employment with the HM Revenue and Customs.

## 2. RIGHT TO WORK IN THE UK CRITERIA

You must bring evidence for each section below.

- Proof of residency status: Valid** UK/EU passport EU ID card **or** A4 size birth certificate with photo ID **or** Home Office documents
- Proof of address:** e.g. Utility bill (dated within the last **3 months**), Driver's Licence, Benefit or HMRC letter.

## 3. OTHER INFORMATION

- National Insurance number
- CV
- Jobcentre Plus contact details and Claimant Advisor name or other referring agency details