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| A close up of a logo  Description automatically generated | **Human Resources****Academic Technology Approval Scheme (ATAS)****Research Statement Form** |
| ATAS certificates may be required for the following: * Current Skilled Worker/Tier 2 visa holders extending their visa or changing their research activity/area
* New applicants for a Skilled Worker visa
* Current Temporary Worker – Government Authorised Exchange visa holders extending their visa or changing their research activity/area
* New applicants for a Temporary Worker – Government Authorised Exchange visa
* Visitors to the University who are undertaking research on a Standard Visitor visa

**Managers:** This form should be used to support staff/visitor applications for an ATAS certificate in the above categories.Please fully complete this form, ensuring that you follow any guidance listed within each section and on the [**ATAS webpage**](https://staff.hud.ac.uk/hr/visas-and-immigration/atas/)**.** **Applicants:** Please use the information within this form for your ATAS application. You should not make any changes to the information provided within this form. **Further information for managers and applicants can be found on our** [**ATAS webpage**](https://staff.hud.ac.uk/hr/visas-and-immigration/atas/)**.** **Important to note:*** **If granted, the ATAS certificate will only be valid for the research detailed within this form at the University of Huddersfield. Before an individual changes their research or if they need a new Skilled Worker/Temporary Worker GAE/Visitor visa they must obtain a new certificate.**
* **Though it is the employee/visitor’s responsibility to apply for an ATAS certificate, UK Visas and Immigration places responsibility for making sure an ATAS is in place with the employer/host institution.**

**UK immigration law does not allow universities to permit international students or researchers to study or undertake research in an ATAS applicable course until the student or researcher has provided the university or research institute with the correct ATAS certificate.****If we allow employment or a visit to begin without an ATAS certificate (if required) not only will the University and the employee/visitor will be breaking the law but we could lose our licence to sponsor overseas employees, visitors and students.**  |
| **Name of ATAS Applicant** |  |
| **School/Service** |  |
| **Department** |  |
| **Project/Research Leader or Supervisor’s Name** |  |
| **CAH3 Code** |  |
| **Research Statement** |
| The research statement should be no more than 2000 characters, including spaces, and be a summary of the staff member/visitor’s area of research. The statement should be written in the third person as the Foreign, Commonwealth and Development Office (FCDO) may refuse first person summaries.The statement must be provided by the University, not the individual, as it is the University’s description of the research. Please refer to our [**ATAS webpage**](https://staff.hud.ac.uk/hr/visas-and-immigration/atas/manager-guidance/) for more information about what to include in the research statement.  |
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| **Sponsors** |
| For the ATAS application, the sponsors section relates to who is sponsoring the research in the UK from a financial perspective, not sponsorship for a visa. **Managers only need to complete this section for those applying for a Skilled Worker visa**. All other visa applicants will be aware of who the funder is. * For **Skilled Worker visa** applicants this could be externally funded research or funded by the University, they cannot be self-funded.
* For **Temporary Worker – Government Authorised visa** applicants their sponsor will be their overseas employer or an independent UK or non-UK funding body. They cannot be self-funded.
* For visitors under the **Standard Visitor visa** route, they must be able to support themselves during the trip or have funding from someone else to support them.
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| **Name of Financial Sponsor***If the role/research is externally funded please enter the details of the funder, otherwise enter ‘University of Huddersfield’* |  |
| **Address of Financial Sponsor***If the University is the financial sponsor please enter the University’s address, otherwise enter the address of the external funder, including postal code.* |  |
| **Post Code**  |  |
| **Country** |  |
| **Email address of Financial Sponsor***If the University is the financial sponsor please enter your name as the project/research lead/supervisor, otherwise enter the email address for the external funder.* |  |
| **Conditions***If the financial sponsor has attached any conditions to the offer of employment please enter them here, otherwise put ‘not applicable’.* |  |
| **Managers:** Please send the fully completed form to your HR Officer (Recruitment & Selection) if this relates to a candidate or HR Advisor for current employees. They will then make the applicant aware of the need to apply for an ATAS certificate.**Please note:****Skilled Worker/Temporary Worker (GAE) visa applicants**We are unable to issue a Certificate of Sponsorship for these applicants until the ATAS certificate has been received and checked by Human Resources. **Visitors**Visitors undertaking research on a Standard Visitor visa do not need to have their ATAS in place at the time of applying, however, Schools must see and check the visitor’s ATAS certificate prior to the visit commencing to ensure the details are correct and match those stated above. Failure to obtain the ATAS certificate will stop the visit from being able to commence and visitors will not be permitted on-site. It is therefore strongly recommended that the ATAS certificate is applied for and obtained **before** travelling to the UK.  |