

## Recreational Game Migrant Governing Body Endorsement (GBE) Application: COACH ONLY

### DOES YOUR CLUB HAVE A CURRENT SPONSOR LICENCE GBE (valid for 4 years from issue date)?

If not, please submit Annex 3 with supporting evidence and £24 processing fee via BACS as per guidance in the 'Documents' list on our website. **Your club cannot be granted a Migrant GBE without this.**

If your club has a current Sponsor Licence GBE or you are applying for one in addition to the Migrant GBE, please complete Annex 8 using the following guidance.

### ANNEX 8: COACH ONLY

#### STEP 1: MIGRANT & SPONSOR CLUB DETAILS

Complete the Migrant and sponsor club details at the top of Annex 8 including the Sponsor Licence GBE number (format: CRIC01/\_/\_/\_\_\_\_)

**PLEASE NOTE:** handwritten information will increase processing times.

#### STEP 2: ELIGIBILITY DECLARATION

It is the responsibility of the club to ensure that they have conducted all of the necessary checks, confirming that the migrant does not have any current or pending suspensions or periods of ineligibility.

**Failing to complete this box invalidates your application and it will be returned as incomplete.**

#### STEP 3: PROFESSIONAL SPORTSPERSON DEFINITION CHECK

It is the responsibility of the club to ensure that they have conducted all of the necessary checks, confirming that if the migrant wished to play cricket, they **DO NOT** meet the Home Office definition of a Professional Sports person in any capacity.

**Failing to complete this box invalidates your application and it will be returned as incomplete.**

##### Home Office Definition of a Professional Sports person:

The Home Office change took effect for all visa applications and permission to enter the UK from the 10<sup>th</sup> January 2019. Any Visa issued prior to that date must comply with the definition at that point.

**Note - There is only one policy for all sport, not all points will apply to Cricket. For example, in Cricket, all state teams have First Class status meaning that they come under point 3 and not point 5.**

*"A Professional Sports person", is someone, whether paid or unpaid, who:*

- 1. is currently providing services as a sports person, playing or coaching in any capacity, at a professional or semi-professional level of sport;*
- 2. is currently receiving payment, including payment in kind, for playing or coaching that is covering all, or the majority of, their costs for travelling to, and living in the UK, or who has done so within the previous four years;*
- 3. is currently registered to a professional or semi-professional sports team, or who has been so registered within the previous four years. This includes all academy and development team age groups;\*\**

4. *has represented their nation or national team within the previous two years, including all youth and development age groups from under 17's upwards;*
5. *has represented their state or regional team within the previous two years, including all youth and development age groups from under 17's upwards;\*\*\**
6. *has an established international reputation in their chosen field of sport;*
7. *engages an agent or representative, with the aim of finding opportunities as a sportsperson, and/or developing a current or future career as a sportsperson, or has engaged such an agent in the last 12 months; and/or*
8. *is providing services as a sportsperson or coach at any level of sport, unless they are doing so as an "Amateur" in a charity event."*

\*\* In cricket this is typically the outfits who have been awarded First Class Status - this currently includes ACT and Mpumalanga participation in the Africa T20 Cup.

\*\*\* In cricket the majority of State and Regional outfits have FC status and are therefore classed as semi-professional / professional outfits so will be covered under the 4-year rule.

**For further guidance, please refer to the 'Home Office Visa Overview' & the 'Overseas Players Amateur v Professional Definitions' in the Additional Information list on our website.**

#### **STEP 4: COACHING QUALIFICATION**

ECB Level 2 Core Coach Certificate or ECB historical equivalent.

**Please provide a copy of the certificate.**

**OR**

Non-UK coaching qualification that is of an equivalent or higher standard to the ECB Level 2 Core Coach Course.

**Please provide copy of the certificate.**

#### **List of Overseas Coaching Qualifications Regarded as Equivalent to the ECB Level 2 Core Coach Certificate**

**New Zealand** Level 1 Development Coaching – Level 2 High Performance

**Cricket Australia** Level 1 Community Coach - Level 2 Representative Coach - Level 3 High Performance

**South African L2** (Bakers Academy) - South African Level 1  
(please note that the SA Level 1 Bakers Academy is not suitable).

#### **STEP 5: ADVERTISEMENT**

**Please provide a copy of the job advert (screenshot/ scanned copy/ link)**

The job must have been advertised in the most appropriate (cricket-specific) national medium, such as *Wisden Cricketer Magazine*, *The Cricketer*, County Club /Board website or ECB website. It must show the full job description, start date, contract length, date of the advertisement and must have been published for a minimum of four weeks.

Additional guidance:

The club should keep evidence of all of the UK settled residents who have applied and why they were not recruited, for when the club is audited by the Home Office.

#### STEP 6: SAFEGUARDING CERTIFICATE

Please provide a certificate which is **valid for the duration of the season\***. Certificates are valid for 3 years from their issue date.

‘Safeguarding & Protecting Children’ module of the ECB Level 2 Core Coach course

**OR**

‘Safeguarding & Protecting Children’ (UK Coaching online)

**OR**

‘Safeguarding for Specialist Roles’ and a ‘top-up’ module most relevant to the migrant’s role (ECB online, arranged through your local county cricket board).

\*\_If a renewal of the ECB Safeguarding qualification is needed before the formal renewal date, please contact [learning@ecb.co.uk](mailto:learning@ecb.co.uk) for assistance. Once the course has been successfully completed, a screenshot of the ‘course completion notification screen’ can then be added to the GBE application.

#### STEP 7: UKBA HEALTH & SAFETY CERTIFICATE

Please provide a certificate which is **valid for the duration of the season**. Certificates are valid for 3 years from their issue date.

UKBA Health and Safety Assessment (ECB online **or** face-to face, both arranged through your local county cricket board).

#### STEP 8: COACHES CODE OF CONDUCT

Please submit a signed and dated statement from the migrant confirming that they have read, understood and agree to adhere to the ECB Coaches Code of Conduct. **Failing to include this will result in the application being returned as incomplete.**

#### STEP 9: NON-UK RESIDENT VETTING FORM

Please complete the ‘GBE Non-UK Resident Vetting’ form available in the ‘Documents’ list on our website. **Note that handwritten information will increase processing times.**

#### STEP 10: POLICE CLEARANCE CERTIFICATE

The following is guidance on the types of overseas checks that we will accept as part of the overseas vetting process, agreed with the HOME OFFICE.

Australia	Federal Police check
South Africa	South African Police Service check (SAPS)
New Zealand	Ministry of Justice check
West Indies	Police Headquarters check
Sri Lanka	Police Headquarters in Colombo
Pakistan	Police Clearance certificate
India	Police Clearance certificate
Zimbabwe	Republic Police Clearance
Namibia & Tanzania	Government check on watermarked letterhead (original required)
U.S.A	State Police check (this will need to be stamped & notarised)

#### ALL CHECKS:

**MUST** be clear, readable and in **ENGLISH** (photocopies are acceptable unless otherwise stated)

**MUST** cover entire life, from birth to date

**MUST** be on official letterhead with stamp (stamp to be in English)

**MUST** be signed by an official

**MUST** be date stamped

**MUST** be **issued within the 3 months prior to date of receipt of the GBE application** (older checks will not be processed and a new clearance will be requested).

#### STEP 11: PASSPORT

Please submit a copy of the photo page of the passport. All information must be clearly visible.

#### STEP 12: FEE PAYMENT

Please submit £35 processing fee via BACS as per guidance in the documents list and tick the fee payment box on Annex 8. **When paying, it is very important that you add the narrative of GBE and the name of your Club (e.g. GBename of club) as failure to do this can result in your application being delayed.**

##### PLEASE NOTE:

**Sponsor Licence GBE** - £24 (valid for 4 years-**NOT** required annually)

**Migrant GBE** - £35 (valid until 30<sup>th</sup> September of the relevant season or until the end of the migrant's contract, whichever is sooner)

**Sponsor Licence GBE & Migrant GBE** - £59

#### THE PROCESS

Ensure that you complete Annex 8 fully and clearly.

Email the full application to **managedmigration@ecb.co.uk**

Applications **WILL NOT** be reviewed and/or processed until your administration fee has been received.

Pre-application checks **CANNOT** be carried out.

Your application will be processed within our published guidelines of 7- 10 working days, **please do not ask for updates, you will not receive a reply.**

If your application is incomplete, you will receive an email advising what is missing/required.

If all criteria are met and satisfied, a letter with a unique Governing Body Endorsement reference for your coach will be issued and emailed to the email address noted on Annex 8.

Hard copy letters will not be posted out.

**PLEASE NOTE: WE ARE UNABLE TO ACCEPT APPLICATIONS FROM AGENTS OR ANY THIRD PARTY. APPLICATIONS MUST BE SUBMITTED DIRECTLY BY THE SPONSOR CLUB.**

## Annex 8 – Individual Migrant Governing Body Endorsement Application Form – Coach Only

This form should be used by Non-First-Class Cricket Clubs to apply for an ECB Governing Body Endorsement for a migrant, under the International Sportsperson route, for short term engagement, of the Home Office Points Based System for Managed Migration.



Read the guidance before completing your application. Please complete all sections of the form below, unless otherwise indicated:

Full Name of Coach (as per passport):				DOB:	
Coach's Home Address:					
Name of Sponsor Club:				Current Sponsor Licence GBE No:	CRIC01/ _ _ / _ _ _ _
Contact Name:		Position:			
Telephone Number:		Email:			

### YOU MUST CONFIRM THAT:

Please  
Tick

For Office Use

You have made a BACS payment for £35.00 AND		
The Coach is not subject to an ECB or ICC provisional suspension or an unexpired period of ineligibility from playing and/or coaching activities (please read the full criteria document and complete your own checks and tick the box if satisfied).		
You have conducted all the necessary checks to ensure that if the Coach wishes to play cricket, they <b>DO NOT</b> meet the Home Office definition of a Professional Sportsperson in any capacity.		

### PLEASE PROVIDE THE EVIDENCE SPECIFIED IN THE STEP-BY-STEP GUIDE

ECB Level 2 Core Coach Certificate or ECB historical equivalent.	
<b>OR</b>	
Non-UK coaching qualification that is of an equivalent or higher standard to the ECB Level 2 Core Coach course.	
<b>AND</b>	
Coaching job advertisement.	
<b>AND</b>	
'Safeguarding & Protecting Children' module of the ECB Level 2 Core Coach course. or 'Safeguarding & Protecting Children' (UK Coaching online) or 'Safeguarding for Specialist Roles' and a 'top-up' module most relevant to the migrant's role (ECB online).	
<b>AND</b>	
UKBA Health & Safety Assessment.	
<b>AND</b>	
Migrant statement: ECB Coaches Code of Conduct read, understood and agreed.	
<b>AND</b>	
ECB Non-UK Resident Vetting form including Police Clearance certificate from home country & copy of passport photo page.	

Coaching:
Advert:
Safeguarding:
H & S:
CCC:
Vetting:
PC Date:
PC No:
Passport No:

The personal data provided on this form will be processed in accordance with the Privacy Notice within this application pack.
DECLARATION. By signing this form, I confirm that the Player-Coach and Club contact have been given the Privacy Notice within this application pack and the Player-Coach has authorised the Club to complete this form, submit it to the ECB and for the ECB to submit all relevant details to the Home Office.

Date Received:
GBE No:

Club contact signature..... Date of application.....

Please email this form and evidence to [managedmigration@ecb.co.uk](mailto:managedmigration@ecb.co.uk)

To make payment please refer to the BACS payment details found on the ECB website at:  
<https://www.ecb.co.uk/about/policies/regulations/overseas>

**PLEASE NOTE THAT APPLICATIONS WILL NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED**