MANCHESTER 1824
The University of Manchester

UK Skilled Worker Certificate of Sponsorship (CoS):

Business Timeline & Expectations

Global Mobility

1 Documentation Received

- Required documents submitted.
- Accuracy checks completed.

2 Certificate of Sponsorship (CoS) Assigned

- ✓ Sponsor (UoM) prepares and issues CoS.

Typically: 2 weeks after all documents received.

3 Visa Application Submitted

- Employee submits Skilled Worker visa application.

Employee action: timeline varies.

4 UKVI Processing

- Typical processing: 3-8 weeks.*
- Additional evidence may be requested.
- Timelines can vary.

Typically: 3-8 weeks.*

5 Visa Approved

- ✓ E-Visa issued.
- ✓ Travel arrangements can be finalised.

Following UKVI decision.

6 Travel to the UK

- ✓ Enter the UK within the permitted travel window.

Start work in the UK within 28 days of the later of:

- **Start date on the CoS.**
- **E-visa valid from OR issue date.**

7 Right to Work Verification

- ✓ Share code provided.
- ✓ Right to Work check completed before employment starts.

Before employment starts.

8 Employee Starts Work

- Employment can commence once immigration and Right to Work requirements are satisfied.

After all requirements are met.

BUSINESS EXPECTATIONS

- Processing times can vary.
- UKVI may request additional information.
- Documentation issues can delay approval.
- Employee travel arrangements may affect start dates.
- UKVI visa approval is not guaranteed.

KEY RISKS

- Incomplete documentation
- Incorrect CoS details
- Delayed employee actions
- UKVI processing variability
- Fixed start-date assumptions

PLAN FOR FLEXIBILITY

Build flexibility into plans and avoid committing to fixed start dates.

RECOMMENDED PLANNING WINDOW

ALLOW 3 MONTHS OF PROCESSING

*Typical processing time: 3-8 weeks. Processing times vary and are subject to UKVI workloads and individual circumstances. For more information refer to the UKVI website - https://www.gov.uk/guidance/visa-processing-times-applications-outside-the-uk