

Documents required prior to the start SIA training

When you enrol onto a SIA course you need to provide documents that prove your **identity** and you may need to provide documents that prove your **address**. We categorise these documents as either Group A or Group B.

Two identity documents from group A. At least one document must show your current address and at least one document must show your date of birth.

- Current UK passport.
- Signed valid passport of any other nationality.
- Signed valid UK photo driving licence.
- UK original birth certificate issued within 12 months of birth
- UK biometric residence permit

If you do not have two identity documents from group A, you can provide one identity document from group A and two documents from group B. At least one document must show your current address and at least one document must show your date of birth

Documents that confirm your identity and your Address

- Valid UK firearms licence with photo
- Current UK driving licence – paper version (not the counterpart to a photocard)
- P45 statement of income for tax purposes on leaving a job issued in the last 12 months.
- P60 annual statement of income for tax purposes issued in the last 12 months.
- Bank or building society statement issued to your current address, less than three months old. You can use more than one statement as long as each is issued by a different bank or building society.
- Mortgage statement issued in the last 12 months.

- Utility bill (gas, electric, telephone, water, satellite, cable) issued to your current address within the last three months.
You can only submit one utility bill in support of your application.
- Pension, endowment or ISA statement issued in last 12 months.
- Letter from H.M. Revenue & Customs, Department of Work and Pensions, employment service, or local authority issued within the last three months. You can submit more than one letter as long as each is issued by a different Government department or a different local authority.
- A credit card statement sent to your current address within the last three months. You can submit more than one statement as long as each is issued by a different issuer.
- Council Tax statement issued in the last 12 months.

Documents that confirm your identity

- Valid EU photo ID card.
- Driving licence photocard (without a paper counterpart issued by the DVA in Ireland).
- Marriage certificate or Civil Partnership certificate, with translation if not in English.
- UK birth certificate issued more than 12 months after date of birth, but not a photocopy.
- Non-UK birth certificate, with translation if not in English.
- UK adoption certificate.

You will need all your identification documents with you on the first day of the course, also on the day you take your SIA exams, your tutor will inform you of the exam date.