Hi team!

As you may be aware, we have recently had an issue conducting our Right to Work checks on your IBAs due to a Home Office Issue with the 'S' codes. We are pleased to advise this issue can be rectified if the correct process for generating a sharecode is followed.

However, while there is now a fix for 'S' codes, a 'W' code is required to prove Right to Work.

To share your immigration status information, you must log into the View and prove service where you can view your current immigration status and share information about your rights with third parties, by generating a share code. Within this page, you will need to choose the reason why you are sharing your information, so that the person or organisation checking your status sees the correct information. The 'reason for sharing' option you choose will determine what information is shared, it is therefore important to choose the right option.

When generating the Recruit's Share code, **it is important that you select "to prove my right to work in the UK"**, as the reason for 'S' codes becoming more prevalent is due to recruits pressing "something else"

It is important to note that Share codes are NOT transferrable between immigration status checking services. They can only be used by checkers to view information linked to the reason they have been generated for. For example, a code generated 'to prove my right to rent somewhere to live' can only be used in the 'check a tenant's right to rent' service and not in 'check a job applicant's right to work' service.

How to Generate a Share Code to Prove Right to Work:

1. Access https://www.gov.uk/view-prove-immigration-status
2. Click the "Start Now" button

View or prove your immigration status

You'll need:

- details of the identity document you use to sign in to your UKVI account (your passport, national identity card, or biometric residence card or permit)
- your date of birth
- access to the mobile number or email address you use to sign in to your UKVI account - you'll be sent a code for logging in

Start now >

3. Select the document you have used when you have made your VISA application and click continue.

Sign in

What identity document did you use in your application?

If you have updated your identity document since you applied, you must use the details of the updated document to sign in.

○ Passport

○ National identity card

○ Biometric residence card or permit

Continue

4. **After this, enter the number of the document you have applied with, and after click continue.**
5. **Then, enter your date of birth and click continue.**

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Sign in
What is your date of birth?

You should enter this as shown on your national identity card, for example, 31 3 1980

Day   Month   Year

Continue

6. After this, you will be promoted to select one way to verify your identity (either email or telephone)

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Sign in
How do you want to receive a security code?

We will send a code to your phone or email address.

Applicant

◯ Phone (07940******515)

◯ Email (u*******s@digital.homeoffice.gov.uk)

Continue

Select to have security code sent, select either SMS or email.

Problems signing in

If you no longer have access to your phone and email, recover your account.

7. After you have logged in, click "prove your status"
8. Once this Share Code has been generated, provide it on the IBA to send to the Compliance team and we will approve this within 24 hours.