

## Governing Body Endorsement Requirements

This guidance is to be used for all International Sportsperson governing body endorsement requests made on or after the **2 May 2024**.

### Section 1: Overview of governing body endorsements for the International Sportsperson route of the points-based system

This page provides a brief explanation of what endorsement requirements apply in respect of the International Sportsperson route of the points-based system. The Immigration Rules for the International Sportsperson route can be found at [Appendix International Sportsperson](#).

The **International Sportsperson** route is for elite sportspeople and coaches who:

- are internationally established and whose employment will make a significant contribution to the development of their sport at the highest level in the UK
- who will base themselves in the UK
- will be filling a post that cannot be filled by a suitable British citizen or person who has a right to enter or stay in the UK without restriction.

**The application process explained:** migrants applying to come to the UK under the International Sportsperson route need to be sponsored by an organisation that has an International Sportsperson sponsor licence.

If you wish to sponsor such migrants, you must have a sponsor licence. Before you apply to the Home Office for a licence you must be endorsed by the relevant **sports governing body** for your sport. This endorsement confirms to the Home Office that the application for a licence is from a genuine sports club (or equivalent) that has a legitimate requirement to bring migrants to the UK as sportspeople. Once licensed, you can assign certificates of sponsorship to a sportsperson or coach with a job offer that allows them to apply for entry clearance or permission to stay in the UK. Each individual must also have a personal endorsement from the relevant **approved sports governing body** for their sport before you assign the certificate of sponsorship.

An **approved sports governing body** is one specified in [Appendix Sports Governing Bodies](#) of the Immigration Rules. Each governing body must be recognised by one of the home country sports councils such as Sport England, and will have been approved by the Home Office before being included in [Appendix Sports Governing Bodies](#) of the Immigration Rules.

Sports governing bodies will work within the Home Office's '[Code of practice for sports governing bodies](#)' and must comply with any immigration regulations, UK legislation and the principles of the points-based system as detailed on the [GOV.UK](#) website.

#### Length of endorsement

Governing body endorsements should be issued for a period appropriate to the period of approval for sponsorship, that is:

Type of application	Length of endorsement
<b>Sponsor</b>	4 years from date of issue.
<b>Migrant</b>	For an initial maximum period of 3 years, with a further extension of a maximum period of 3 years. If the contract is for fewer than 3 years, it will be issued for the length of the contract.

#### Change of employment

If a migrant is intending to change employer, their new employer must request a new governing body endorsement. The endorsement can be issued for the length of the contract or to the maximum period permitted within the

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route, whichever is the shorter. The new employer must assign a new certificate of sponsorship to the migrant to allow them to apply to the Home Office for new permission to stay. Permission to stay must be granted before the migrant can start work with the new employer.

### Salary

The salary should be agreed as part of the contract between the migrant and the sponsor. This and the other conditions of employment should be at least equal to those normally given to a resident worker for the type of work undertaken.

### Supplementary employment

International Sportsperson migrants are eligible to undertake supplementary employment under the Home Office supplementary employment regulations. The 'Supplementary employment' section [Workers and Temporary Workers: guidance for sponsors - Sponsor an International Sportsperson guidance](#) has more information on this.

### Compliance with the Code of Practice for Sports Governing Bodies

In reviewing this criteria, England Squash confirm we have reread the Code and agree to our roles and responsibilities as set out within. We confirm we have acted in full compliance with the principles of the Code during this annual review.

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### Section 2: Requirements

This page explains the England Squash (ES) requirements under the International Sportsperson route. These requirements are effective from 2 May 2024.

Only the roles listed as part of this criteria are eligible for endorsement.

These requirements are applicable to England.

#### Consultation

The following requirements have been agreed by the Home Office following consultation with the Performance Department of ES.

Prior to contacting the Home Office during the annual review of this criteria, England Squash confirm that full consultation has been carried out, this includes any organisation that could be interpreted as an interested party, such as clubs, bodies, or player associations related to Squash in the UK.

#### Review

The requirements will be reviewed annually. The next review will be in April 2025.

#### Length of season

The season for Squash runs from September to May.

#### Requirements

The table below shows the endorsement requirements for sponsors and migrants for Squash.

Category	Requirement	
Sponsor	Governing body endorsements will only be considered from fully affiliated ES member clubs/organisations.	
Migrant	Player	<p>Governing body endorsements will be available to a player if they meet the following requirements:</p> <ul style="list-style-type: none"> <li>• must be ranked in the top 50 of the men’s or top 50 of the women’s world rankings produced by the Professional Squash Association (PSA) for at least 2 months in the 2 years prior to the endorsement application date</li> <li>• must be engaged to play in the Premier Squash League (PSL)</li> <li>• the player’s contract must include suitable provision to make a significant contribution to the development of the sport within the local community</li> <li>• the position for which the player is being signed, cannot be filled by a settled worker</li> </ul> <p><b>Extensions - players returning</b></p>

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Category	Requirement
	<p>Where an overseas player is returning for another season, after playing in the UK during the previous season, the UK club have to demonstrate that they either:</p> <ul style="list-style-type: none"> <li>• played at least 75% of their previous UK team's competitive games where they were available for selection</li> <li>• meet the initial player endorsement criteria above</li> </ul> <p>The definition of the term 'available' is when the selection of the team was undertaken the player was not injured or suspended.</p>
	<p><b>Coach</b></p> <p>Governing body endorsements will be available to a coach if they meet the following requirements:</p> <ul style="list-style-type: none"> <li>• the individual is either qualified to UK Coaching Certificate (UKCC) Level 3 standard or holds a non-UK qualification that is at least equivalent to the UKCC Level 3 standard coaching qualification as confirmed by ES. Information on coach awards can be found on the ES website at <a href="http://www.englandsquash.com">www.englandsquash.com</a></li> <li>• the individual must currently be, or have previously played at world class level, with a top 25 PSA world ranking and have a proven track record of working with elite players in another country; elite players are defined as those who meet the criteria for players above</li> <li>• the individual must be able to demonstrate that they have worked for at least 6 months with such a player or players in the 3 years prior to the date of the endorsement application. We shall seek written confirmation from the player or players concerned and their national federation</li> <li>• the contract must include suitable provision to make a significant contribution to the development of the sport within the local community</li> <li>• the position for which the coach is being signed, cannot be filled by a settled worker</li> </ul>
<p><b>Injuries, Absences and Suspensions</b></p> <p>Matches/games for which the player was unavailable for selection are to be excluded when calculating the player's appearance percentage. Unavailable for selection means the player was not available to play due to injury or suspension and written evidence supporting this, setting out the games missed and the reason(s), must be provided by the player's National Association or club doctor to England Squash.</p>	

Category	Requirement
	<p>Consideration will be given to the following when applying the criteria: injury; a period of maternity or paternity leave; serious illness or any legitimate medical reasons; suspension; international duty; bereavement; or family crisis.</p> <p>In order to obtain the governing body endorsement, the individual must not be subject to a provisional suspension or any unexpired period of ineligibility from playing and/or coaching activities in any jurisdiction as a result of being charged with or found guilty of a corruption offence and/or a doping offence and/or another misconduct offence.</p>

### Further information

This information is available on the ES website at [www.englandsquash.com](http://www.englandsquash.com)

For any queries relating to the requirements or the endorsement process please contact:

Louise Pickford  
 Performance Operations Manager  
 England Squash  
 National Squash Centre  
 Sportcity  
 Manchester M11 3FF

Telephone: 0161 438 4318

Email: [louise.pickford@englandsquash.com](mailto:louise.pickford@englandsquash.com)

Information on visas and immigration is available on the [GOV.UK](http://GOV.UK) website.

### Dispute handling procedures

Where an application for either a Player or a Coach covered by the requirements for a governing body endorsement as set out for International Sportsperson has been refused on the grounds that the Player or Coach fails to meet the published requirements, the sponsor may seek a review of the application. The sponsor will have 28 days to request such a review. In these cases, England Squash will refer the sponsor's evidence to an independent panel as set out below.

Where possible the sponsor's supporting evidence will be sent to the panel in advance for their consideration in order to allow an informed decision. Sponsors should note that, in respect of any application, there will only be one panel available and the decision of the panel is final. Sponsors should therefore ensure that all evidence it wishes to present in support of its application is presented to the panel. If the sponsor has previously made an application that was unsuccessful at panel a further panel cannot be requested for the same player during the season unless his status changes and he meets the requirements whereby a new application can be submitted.

#### a. The Review

The request for a review may only be made by the sponsor for whom the governing body endorsement has been initially rejected by England Squash. A review shall be commenced by the appellant lodging with England Squash and Governance Director, a notice of appeal within 28 days of the decision appealed against. The notice of appeal shall:

- i. set out details of the decision appealed against and, if the whole of the decision is not appealed against, identify that part of it which is appealed against;
- ii. set out in full the grounds of appeal and an appellant shall not be entitled to rely in any ground of appeal not set out in the notice of appeal; and
- iii. be accompanied by a deposit of £100. The panel shall have discretion as to whether the deposit is returned.

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The procedure for appeal will be in accordance with the Disciplinary Regulations and the Panel shall be comprised as detailed below.

### **b. The Panel**

The panel will be appointed by the Disciplinary Hearings Manager. The appointed panel shall consist of: an independent chairman, one representative of England Squash (who has not been involved in the initial decision) and Rizwana Ishaq from Gateley Legal.

### **c. Power of the Panel**

An endorsement request may be refused if the Player or Coach does not meet the relevant criteria set out in this document or fails to provide the mandatory documents. England Squash will notify a Player or Coach in writing of any endorsement request which is refused setting out the reasons for refusal.

A Player or Coach shall have 7 days from the date of the written refusal to submit an appeal in writing to the named sponsor. A Player or Coach may only appeal on the basis that England Squash have not applied the endorsement criteria correctly.

England Squash shall consider the appeal and any evidence submitted in support and shall, within 7 working days of the receipt of the appeal, notify the Player or Coach of its decision.

### **d. The Decision**

The panel will make a decision using the above criteria which shall be final and binding. There are no other grounds of appeal.

### Section 3: Process for applying for an endorsement

#### How to apply for governing body endorsements for the International Sportsperson route

The governing body endorsement requirement document, together with the appropriate application form should be used when applying for endorsement.

- clubs/counties eligible for an International Sportsperson sponsor licence governing body endorsement should use the application forms in [Annex A](#) and [Annex C](#) for a migrant player or coach
- clubs/counties eligible for an International Sportsperson sponsor licence governing body endorsement should use the application forms in [Annex B](#) and [Annex D](#) for a migrant player or coach

There is an administration fee of £50 for each governing body endorsement for a sponsor licence. Cheques must be included with applications, made payable to England Squash.

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### Annex A: International Sportsperson sponsor licence governing body endorsement application form

This form should be used to apply to ES for a governing body endorsement of an application for a sponsor licence under the international sportsperson category of the Home Office points-based system.

Please complete all sections of the form below unless otherwise indicated:

Required start date of sponsor endorsement application	
Name of Club/County	
Address	
Contact Name and Position	
Telephone Number	
Fax Number	
Email	
Date of Application	
Signature	

Enclosed cheque for £50 made payable to England Squash

Please send this form to:

Louise Pickford  
 Performance Operations Manager  
 England Squash  
 National Squash Centre  
 Sportcity  
 Manchester  
 M11 3FF

The information on this form may be disclosed to the Home Office in the event that they investigate England Squash processes and procedures.



### Annex B: International Sportsperson sponsor licence governing body endorsement application form

This form should be used to apply to ES for a governing body endorsement of an application for a sponsor licence under the international sportsperson sub category of the Home Office points-based system.

Please complete all sections of the form below unless otherwise indicated:

Required start date of sponsor endorsement application	
Name of club/county	
Address	
Contact name and position	
Telephone number	
Fax number	
Email	
Date of application	
Signature	

Enclosed cheque for £50 made payable to England Squash

Please send this form to:

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 Performance Operations Manager  
 England Squash  
 National Squash Centre  
 Sportcity  
 Manchester  
 M11 3FF

The information on this form may be disclosed to the Home Office in the event that they investigate England Squash processes and procedures

### Annex C: International Sportsperson governing body endorsement application form – player/coach

This form should be used to apply to ES for a Governing Body Endorsement of an application for a migrant under international sportsperson category of the Home Office points-based system.

Please complete all sections of the form below unless otherwise indicated:

Full name of player/coach	
Date of birth	
Nationality	
Current address	
Employment start date	
Employment end date	
Player/coach employment address	
Job title	
Salary	
Name of club	
Sponsor endorsement reference number (available from ES)	
Contact name and position	
Telephone number	
Fax number	
Date of application	
Signature	

Please provide evidence as stated below:

- Player/Coach Profile

**And**

- Signed Player/Coach Contract
- Enclosed cheque for £50 made payable to England Squash

Please send this form to:

Louise Pickford  
 Performance Operations Manager  
 England Squash  
 National Squash Centre Sportcity  
 Manchester  
 M11 3FF

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### Annex D: International Sportsperson governing body endorsement application form – player/coach

This form should be used to apply to ES for a governing body endorsement of an application for a migrant under the international sportsperson category of the Home Office points-based system.

**Please complete all sections of the form below unless otherwise indicated:**

Full name of player/coach	
Date of birth	
Nationality	
Current address	
Employment start date	
Employment end date	
Player/coach employment address	
Job title	
Salary	
Name of club	
Sponsor endorsement reference number (available from ES)	
Contact name and position	
Telephone number	
Fax number	
Date of application	
Signature	

Please provide evidence as stated below:

- Player/Coach Profile

**And**

- Signed Player/Coach Contract
- Enclosed cheque for £50 made payable to England Squash

Please send this form to:

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Manchester  
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