

UK Attestation Guidance:

1. Whose responsibility is the process?

Due to UK Regulations as well as WINC Policy, *students* must lead the Attestation/Legalisation process from their side. This confirms to all agencies that the student has requested and given their permission as well as paid for the service directly. It also places the responsibility on the student to send the correct information.

2. What happens and what do I need?

<https://embassylegalisation.co.uk> offer free advice and quotations for the country you require. Note that some countries are unlikely to consider any aspect of online/distance learning for attestation. info@embassylegalisation.co.uk is the email for any specialist or specific guidance needed - the advice and quotation service is FREE of charge.

As per our student learner contract section 14, it is the obligation of the student to check that the qualification they are studying will be accepted in each country of residence/work. Refunds and compensation cannot be claimed on the basis of international non-acceptance.

3. Apostille Certificate or Legalisation?

There are different levels of “attestation” countries which are members of the Hague Convention will accept an ***apostille certificate*** which is less expensive – check if your country is in the list below

<https://embassylegalisation.co.uk/members-of-the-hague-convention/>

If your country is NOT listed, your certificate will need to be send to the Embassy for that country for ***legalisation***. This is more expensive but necessary if dictated by the country you live in.

4. If WINC is in possession of your certificate -

Once you have selected the correct service from the website, you will be given a reference number and an address to send your certificate. WINC will send your certificate directly (at an additional cost) but we will need your reference number to do so. The Embassy Legalisation service will process the documents and return them to you directly using the postal method you selected with your order.

5. If you are in possession of your certificate -

One you have selected the correct service from the website (and how you wish the documents to be returned to you) you should send the certificate via secure/trackable mail. The Embassy Legalisation service will process the documents and return them to you directly using the postal method you selected with your order.

Summary:

- Contact info@embassylegalisation.co.uk for any advice
- Visit <https://embassylegalisation.co.uk> to book the service and return postage you need
- Send your documents securely (or WINC will send them for you with your reference number)
- Wait patiently
- Receive back your documents!

Note – there are other attestation services available, WINC is suggesting this organisation due to their free advice and quotation service. WINC do not have any affiliation nor recommendation of any attestation services. WINC do not receive payment for any referrals to this service.