

Instructions – Application for Replacement CSME Skills Certificate

- **APPLICANTS ARE REQUIRED TO SUBMIT THE FOLLOWING DOCUMENTS TO FACILITATE THE PROCESSING OF A REPLACEMENT SKILLS CERTIFICATE**
- **THE MINISTRY OF FOREIGN AND CARICOM AFFAIRS RESERVES THE RIGHT TO REQUEST ADDITIONAL DOCUMENTATION WHERE NECESSARY**
- **NON-NATIONALS ARE ADVISED TO BEGIN THE APPLICATION PROCESS AT LEAST THREE (3) MONTHS BEFORE THE EXPIRATION OF THEIR IMMIGRATION STAMP**
- **APPLICATIONS TAKE A MINIMUM OF FIVE (5) TO SIX (6) WEEKS TO BE PROCESSED**
- **PLEASE PROVIDE A SCAN (PDF FORMAT) OF THE FOLLOWING DOCUMENTS**

MANDATORY DOCUMENTS FOR ALL APPLICANTS

1. Scan of the Biographical Page of the applicant's valid passport.
2. Scan of the Immigration stamp showing approved stay in Trinidad and Tobago (**Non-Nationals ONLY**).
3. Scan of Skills Certificate issued by Trinidad and Tobago.
4. Scan of document/s which identifies change(s) e.g. dependent's passport, dependent's birth paper, applicant's passport, deed poll, etc.
5. One (1) passport sized photo with a white background.

N.B

Applicants are required to present the original issue of the CSME Skills Certificate at the point of collection of the Replacement Skills Certificate.