**UKFP 2026 Pre-allocation**Checklist - Criterion 4: Extraordinary Circumstances

This optional checklist is intended to help you ensure that you have included all the supporting documentation that is required as part of your application for pre-allocation.

You are not required to submit this checklist with your application, but you may include it if you wish.

Required supporting documentation

|  |  |  |
| --- | --- | --- |
| 🗹 | Document | Notes |
| [ ]  | **Proof of address** | This must: * **Match** the address which you have provided on your pre-allocation application form
* Be an address that **falls within the foundation school area** that you need to be pre-allocated to
* Be in your **full name** (first name and surname) and not solely in somebody else’s name
* Meet **all** the requirements for an acceptable proof of address as outlined on the [UKFPO webpage](https://foundationprogramme.nhs.uk/programmes/2-year-foundation-programme/ukfp/pre-allocation/proof-of-address/)
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Before you submit your application form

Check that every part of the application form is filled in. Make sure all required fields marked with a red asterisk (**\***) are completed. If a mandatory field is left blank, the application is likely to be rejected by the national review panel.

* Do not email any documents related to your pre-allocation application to the UKFPO. These will not be considered.

Submitting your application form

In the ‘Supporting information’ section of your Oriel application form, you must attach:

* the completed application form, **and**
* all required supporting documentation

**Incomplete and/or incorrect applications will be rejected from the process. This includes applications which do not include the required supporting documentation.**

For further information on submitting your application for Pre-allocation, see the [UKFPO website](https://foundationprogramme.nhs.uk/programmes/2-year-foundation-programme/ukfp/pre-allocation/submitting-an-application/).