



WRL STEP BY STEP GUIDE FOR APPLYING TO UNIVERSAL CREDIT

Step 1

Check your eligibility online.

Step 2

Once you have confirmed your eligible go to <https://www.gov.uk/universal-credit/how-to-claim>.

This will then start your process to apply for Universal Credit.

Step 3

You will then be asked to create an account for Universal Credit. You will be required to add a username, password and 2 security questions with answers.

Step 4

You will then be contacted by Universal Credit to arrange a face to face meeting for your application to be approved. This may vary due to Covid Restrictions.

Step 5

Upon approval, you will be notified of your successful application. Then your payments will be received into your bank account.

WHAT IS UNIVERSAL CREDIT?

Universal credit is financial support for people made to your bank account to help pay for living costs such as housing, food, transport, childcare and people with disabilities.

CHECKING IF YOUR ELIGIBLE

In order to apply for universal credit you must first check if your eligible to received it. The way to do this is by going online to: <https://www.gov.uk/universal-credit/eligibility>.

DOCUMENTS NEEDED FOR APPLICATION

When applying for Universal credit you will need the following documentation to help complete the process.

- Email address
- Your bank, building society or credit union account details (call the Universal Credit helpline if you do not have one)
- Proof of address (Bank statements, utility bills) if applicable
- Details of income such as payslips
- You will also need to verify your Identity online with either Driving licence, Passport or debit/credit card.



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