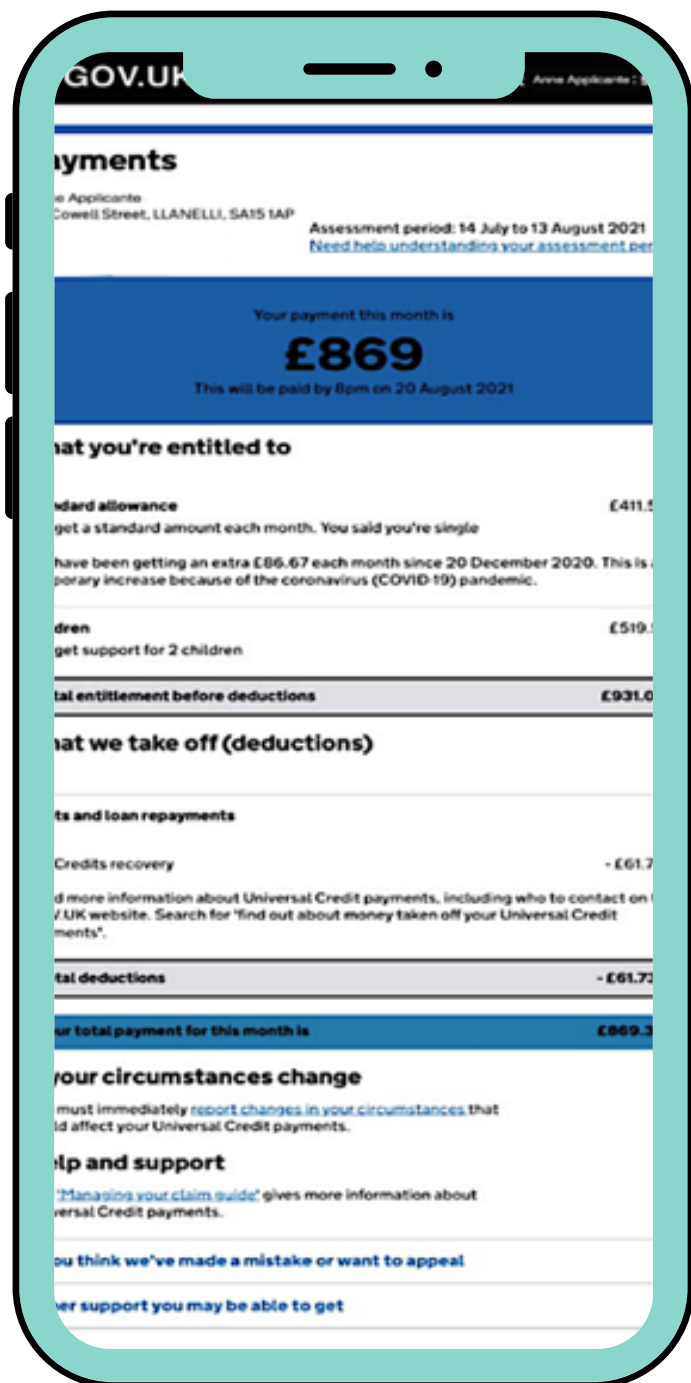


Universal Credit Statements

If you selected Universal Credit as household income you need to upload the most recent 3 months of full statements.

A full statement looks like this:



To get this statement please follow the steps below:

1. Log in to your Universal Credit Account – Sign in to your Universal Credit account – GOV.UK (www.gov.uk).
2. Click on the Statement Summary page
3. Find your most recent statement and click on it to open it
4. Below is an example of what your statement should look like.
5. Click '**Print this statement**' and then choose the option '**Save as PDF**'.
6. Save this document to your device (computer, laptop, phone).
7. You will then be able to upload it as a pdf file – repeat these steps for your other 2 statements

