

# How to top-up an existing Nucleus Junior Isa ("Jisa")

 5 minute read

This guide is for use by the registered contact. The registered contact is the person authorised to give instructions about the management of the Nucleus Jisa.

It's designed to help you understand what you need to do to make a one-off top up to the child's Jisa.

We'll also let you know how long this process should take - from when we receive your instruction, to when your investment instruction has been processed.

If you'd like to make regular payments to the Jisa, please refer to our other 'how to guide' - [How to make regular payments to an existing Nucleus Junior Isa](#).



## Annual Jisa allowance

As at 6 April 2026, the annual allowance for a Jisa is £9,000.

The Nucleus Jisa is a flexible Stocks and Shares Jisa. We don't offer a Cash Jisa.

Although you can have one of each type of Jisa, you can't pay in more than the total annual Jisa allowance, for example:

- £6,000 into a Stocks and Shares Jisa
- £3,000 into a Cash Jisa

Therefore, if you've already contributed the full allowance to a Jisa held in the child's name elsewhere, in the current tax year, you won't be able to pay any money into the Nucleus Jisa in the same tax year.

If you're only planning to contribute to the Nucleus Jisa, you can use all or some of the allowance as long as it's before the end of the tax year on 5 April.

## Where do I start?

There are forms we'll need you to complete and a few different ways we can get these to you.



You'll find the forms you need on our website at [nucleusfinancial.com/wrap/no-adviser](https://nucleusfinancial.com/wrap/no-adviser) or by clicking [Library](#) on Nucleus Go.

Or you can contact us by email or telephone and we can send these to you.



Email [client.contact@nucleusfinancial.com](mailto:client.contact@nucleusfinancial.com)



Call 0131 226 9535, Option 1

To make sure that we protect you and the child's assets, before we can process your instruction or share any confidential information, we'll always speak to you first and take you through some security questions.

Our security process is designed to protect you and your data so please do bear with us. We won't ever ask you to provide your full bank details during a call or ask you for any debit or credit card details.

## What we'll need from you

- Jisa top up application form.

## Available assets

You can instruct us to invest into assets already held or select new assets. Nucleus has a wide range of assets available to invest in, depending on the appetite to risk and investment objectives. You can choose non-complex assets from the following asset types:

- Mutual funds, such as OEICS and unit trusts
- UK equities (traded on the London Stock Exchange, and traded in Pounds Sterling (GBP))
- Exchange traded funds
- UK government and corporate bonds
- Structured investment products (subject to any minimum investment amount).

We aren't authorised to provide financial advice, so we can't provide you with any recommendations or guidance on which assets to trade in. As you're a customer who isn't seeking advice you can only trade in non-complex assets. If there is currently a complex asset held, you won't be able to increase the holding in this asset. If you select any complex assets, we won't be able to proceed, and this may delay investment in other assets you've selected.

Our application form has a trading section for you to complete should you wish to invest the money. It's also important that you read the 'right to cancel' section below when it comes to investing the money.

## Completing the forms

- Jisa top up application form – please complete the single lump sum section.

It's important the forms are completed accurately and in full. If anything is unclear, this may delay trades being placed, which might adversely impact the amount received (units/shares).

Please remember to sign and date the application form and make sure you've added the correct account number.

Our forms are designed to be easy to follow and each box has a heading or a description showing what information we need. However, if you need any help to fill in the forms please get in touch as we can help.

## Signing the forms

We can only accept a handwritten signature, in ink.

## Returning the form(s)

You can post the forms to us at:



Post Nucleus client relations,  
PO Box 26968, Glasgow, G2 9DY.

Or you can return forms to us via email to



Email [client.contact@nucleusfinancial.com](mailto:client.contact@nucleusfinancial.com)

We can accept scanned copies or clear photographs.

## Next Steps

Once we've received your instruction, we'll check it to make sure that it's completed in full and correctly. If it's all good, we can proceed.

## Buy trades

As mentioned earlier we can only proceed with buy trades into non-complex assets and you're unable to increase the holding in any complex assets already held.

We'll send you the following documents:

- **Pre-sales illustration** – shows the potential costs and charges that are associated with your investment choice.
- **Key Investor Information document (KIID)** – summarises the key features of the asset and the risks to help you make an informed decision.

It's important that you read and understand these documents as they'll help you make an informed decision before we proceed.

We'll also send you a dealing notification letter along with these documents, and we'll need you to email us to confirm your agreement to progress or you can sign our dealing notification letter and post this to us. We'll need your confirmation before we can proceed.

Once we've received your agreement, we'll submit the top up application and confirm where the money should be sent. Please don't send us any money before we've confirmed that we can proceed.

## Other information



### Right to cancel

If you change your mind after money has been sent to us, please let us know within 30 days. On the application form you'll have the choice to waive your cancellation rights or postpone the investment.

If you've waived your cancellation rights and we've already invested the money, depending on market movements, the payer may get back less than they paid in.

If you do choose to postpone the investment for 30 days, the full amount will be paid back.

### Trade cancellation

Once a buy or sell trade has been ordered we can't cancel this for you.

### Trade fees

We won't charge you for requesting trades. However, depending on your asset selection there may be fund manager charges or stockbroker charges. These will be shown on the contract notes, or you can see them in your account transaction history when you log into [Nucleus Go](#), our online customer portal.




### How long will this take?

Once we've validated your request, we'll add the payment to your account within 24 hours of receipt.

If you've waived your right to cancel:

 We'll place any requested buy trades the following day.

If you haven't waived your right to cancel:

 Your money will be applied to your account but won't be invested until the cancellation period of 30 days has expired.

We'll invest the money on the next available trading day after the 30 day cancellation period has expired.

If you've sent us a payment but we aren't ready to proceed with your application within 10 working days, a regulatory requirement states that we must return the money to you.



### Financial advice

Please contact us if you'd like details of advisers who use our platform in your local area. Or for a wider search, you can check out [moneyhelper.org.uk/en/getting-help-and-advice/financial-advisers](https://moneyhelper.org.uk/en/getting-help-and-advice/financial-advisers). If you decide not to engage with an adviser, we'd be delighted to continue to support you and administer your investments.

You should make sure that any adviser firm you're looking to appoint is authorised by the FCA. A full list of authorised firms can be found at [register.fca.org.uk/s/](https://register.fca.org.uk/s/). Simply scroll down to 'Check information about a firm, or an individual at a firm' and enter the firm name, then check the radio button alongside 'Firms' and click search. You can then review the results of your chosen firm.

### Execution only

When you ask us to trade on your behalf, without an adviser, we'll accept and process your instruction on an execution only basis. This means that you haven't asked for or received advice from a financial adviser.

If you have not received advice from a financial adviser, we must remind you that progressing on a non-advised basis may affect the regulatory protection you would otherwise be entitled to. For example, you will not have recourse against an adviser firm in regard to investment decisions made by you. Your right to pursue compensation via the Financial Services Compensation Scheme is not affected when we execute a transaction for you on a non-advised basis.



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[www.nucleusfinancial.com](https://www.nucleusfinancial.com)