

Student Visa Process Guide

Please take your time to familiarise yourself with the process you will need to go through for your visa application. If any of the points below are not clear, please contact us for more information. Please make sure you understand what will be expected from you, as once you return home, we will only communicate via email.

Please follow these steps:

- 1) pay the tuition fee as soon as you accept your offer (or complete your foundation course)
- 2) once the tuition fee is paid, you will receive a document called CAS preview. Please read this document carefully and make sure all the details mentioned on the first page are correct. If so, please sign and send it back to the Admissions Office with the supporting documents. You need to send us copies of any UK visas you had in the past.
- 3) supporting documents – you must present financial statements, so that we can make sure you have the required maintenance funds. An international student applying for a Student visa must show the minimum equivalent of £12,006.00 being held in the bank account for 28 consecutive days on a bank statement no older than 31 days on the date of submission of the visa application. You can use your personal bank account or the bank account of your parents.
- 4) you can hold the required funds in any currency, as we will convert it into Pound Sterling by using OANDA.COM; please make sure you will always have more than the required amount (£12,006.00) to avoid any discrepancy with currency exchange.
- 5) only a current or savings account can be used for this particular purpose. No company, or investment account can be accepted.
- 6) if you will be using your parents' bank account, please make sure you will also provide us with your birth certificate (officially translated into English) and a supporting letter from your parents confirming their consent to you using their account (the letter has to be in English).
- 7) all documents you present with your visa application must be in English or, where not originally in English you should submit the original language version accompanied by an official translation.
- 8) once the above documents are presented to the Admissions Office, we will send you a CAS number for your visa application
- 9) please be aware that you will be asked to register and pay a fee (IHS) towards your medical expenses while you will be residing in the UK - £470 per year with the total calculated based on the length of the visa you will be granted; you will be asked to make payment as part of your visa application online and will not be able to complete your application without paying the HIS fee.
- 10) you will need to provide an address (including postcode) in the UK where you will be living at least at the beginning of your stay.

Once you receive a positive decision about your visa, you will be given an entry visa 'vignette sticker' in your passport. You can then travel to the UK and collect your Biometric Residence Permit from the designated Post Office. You will be given the details of the Post Office upon the receipt of your visa. Please be aware that the Biometric Residence Permit is the actual Student visa you applied for. You must collect it within the first 10 days from the date you arrive in the UK.

To learn more about the Tier 4 visa application, please research the UKVI website: <https://www.gov.uk/student-visa>

Please also enquire with your local Embassy or Visa Application Centre for any further questions.

It may be also helpful to visit the website dedicated to International Students coming to study in the UK: <http://www.ukcisa.org.uk/>