**TIER 4 STUDENT VISA APPLICATION REQUIREMENTS**

To study in the UK, non-UK and non-EU students must apply and obtain a Tier 4 (General) Student visa. This guide provides information on the requirements international students must meet in order to apply for a Tier 4 Student (General) visa to come to study their chosen programme of study at our University.

The requirements are set out by Tier 4 Regulations of the Point Base System of the UK’s Immigration Rules. Under the regulations, the University must ensure that international students, who required a Tier 4 visa to study in the UK, meet these requirements before granting sponsorship under this visa category. Information on the requirements is found further along this document.

If you are an international student, you will be eligible to apply for this visa if you can claim the 40 points required by the regulations. The 40 points are allocated as follows:

* 30 points for having a valid Confirmation of Acceptance for Studies [(CAS)](http://www2.warwick.ac.uk/services/international/immigration/student/cas/) from a Tier 4 sponsor.
* 10 points for having enough [money](http://www2.warwick.ac.uk/services/international/immigration/student/money/) to cover the tuition fees for the first year of your course and maintenance funds (living expenses).

It is very important that you read the [Tier 4 Policy Guidance](http://www.ind.homeoffice.gov.uk/visas-immigration/studying/adult-students/) available from the Home Office website before submitting a Tier 4 visa application. The guidance provides detailed information on the documents accepted by the Home Office’s UK Visas and Immigration (UKVI) to support your application. If you fail to provide a document in the format required by the Policy Guidance, your application will be refused. For more information please visit: <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/752873/T4_Migrant_Guidance_NOV_2018_FINAL_VERSION.pdf>

Note thatif you are applying for a visa to study a new course and you intend to apply in the UK, the start date of the new course must be within 28 days of the expiry date of your current visa. If this is not the case, you must apply in your home country or in country of residence.

The length of your proposed new Tier 4 (General) Student visa must not take you over the 5 years allowed for studies at degree and master level under this type of visa. The University will check your circumstances before issuing your Confirmation of Acceptance for Studies (CAS) to ensure that this limit is not exceeded.

Please also note that the additional time granted before the course starts and after it ends is counted towards the 5 year limit.

For more information on the above and all the Tier 4 Regulations please contact the Visa Office or read the Tier 4 Policy Guidance at: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/752873/T4\_Migrant\_Guidance\_NOV\_2018\_FINAL\_VERSION.pdf

**Services Provided by the University**

We advise international students aiming to study at the University of Buckingham to apply for visa through the Visa Office, which offers the following services:

* Supporting documents and application checking – our trained Visa Officers will thoroughly check your application and supporting documents.
* Support after application submission – after the application has been submitted the support will continue throughout the application process that can extend to after an outcome is received, for example if further documentation in support of your application needs to be sent to the Home Office or if there are mistakes in your new visa.
* Check the progress of your application – the Visa Office will check the progress of your application with the University’s Tier 4 Premium Customer Service, should this be needed.

**Documents Needed to Support a Tier 4 Visa Application**

* A visa application form has to be filled in and submitted online at [https://www.gov.uk/tier-4-(General)-visa](https://www.gov.uk/tier-4-general-visa)

You will need to register and create an account to fill in the application online. If you are applying from outside the UK, select ‘Apply’ and follow the instructions. If you are applying from inside the UK, select ‘Extend your visa’ and follow the instructions.

* Application fee, this is £348 when applying from overseas. When applying from inside the UK the fees are as follows: £475 by post, the application is processed within 8 weeks; £952 by post and the application is processed within 10 working days; £1,085 in person, 1 day service – note that these charges increase every April.
* Your current valid passport.
* Biometric Residence Permit, if you have one.
* 2 recent passport size photographs (not older than a month).
* Police registration certificate (if you apply inside the UK and you were required to register with the police)
* Academic transcripts from previous education, these will be listed in your CAS.
* CAS Number (Confirmation of Acceptance for Studies)
* Immigration Healthcare Surcharge, for more information visit <https://www.gov.uk/healthcare-immigration-application/pay>
* Bank statements showing enough funds to cover at least the first year of your tuition fees and up to 9 months of living expenses.

The required funds have to be in your bank account for a minimum period of 28 days prior to applying for a visa. The amount must be in a current or savings account (shares or bonds accounts are not allowed).

If you do not hold your own bank account, you can use your parents’ account, but you will also have to provide a birth certificate to prove the relationship between you and the account holder. You will also need a consent letter from the account holder confirming they are your parents, that they you support financially and that the funds held in the bank account will be available to you while you study in the UK.

* If you are sponsored by your government you will need a financial sponsorship letter.
* If you were sponsored by an official sponsor in the last 12 months, you will need a letter from the financial sponsor stating that they consent to your visa application ad stay in the UK to continue studying in the UK.
* [ATAS](http://www2.warwick.ac.uk/services/international/immigration/student/atas/) certificate (if applicable).

**Important: all visa supporting documents must be original and the bank statements must not be older than a month when submitting the application.**

**Dependants**

* If you have dependants: application form(s) and fees for any dependants applying with you.
* If you are sponsored, the financial sponsorship letter will need to name your dependants.
* You may need bank statements to cover any funds that the financial sponsorship may not cover.
* Marriage certificate.
* Birth certificates for children applying as your dependants.
* Immigration Healthcare Surcharge for each dependant.

**FINANCIAL REQUIREMENTS FOR THE TIER 4 (GENERAL) STUDENTS**

The Tier 4 Regulations state that to apply for a Tier 4 visa you must show that you have enough money to cover your course fees and living costs. A CAS may be issued when you have demonstrated that you meet these requirements.

**Tuition fees**

You need to demonstrate that you have enough funds to cover the first year of your tuition fees, if your course is longer than a year. If your course is shorter than 12 months, you have to demonstrate you have enough to cover the full duration of the course. Any tuition fees paid to the University will be shown in the CAS, therefore you will need to show the remaining unpaid tuition fees for the first year of your course.

If you pay the tuition fees for the first year or in full, you will only need to show you have the funds for living expenses in a bank account.

**Maintenance Funds (Living Expenses)**

All students applying for a Tier 4 visa inside or outside the UK must demonstrate they possess enough funds to cover up to 9 months of living expenses.

**Please note that the level of maintenance vary depending on where you study**

**If you study outside London**

You must show you have £1,015.00per month up to 9 months or the duration of new the course if the course is shorter than 9 months. For example if you are applying for a visa to study a degree course, you need to show you have £9,135.00. If you are applying for a visa to study a course which is 6 months long, you need to show you have £6,090.00.

**If you study in London**

You must sow you have £1,265.00per month up to 9 months or the duration of new the course, if the course is shorter than 9 months. For example if you are applying for a visa to study a degree course, you need to show you have £11,385.00. If you are applying for a visa to study a course which is 6 months long, you need to show you £7,590.00.

Note that a maximum of £1,265.00 can be deducted from the amount that you need to show you have for living expenses, if you have student accommodation with our University and if you have paid at least this amount towards University accommodation.

Please Note that you cannot deduct anything from the living expenses funds, if you are renting accommodation privately and not from the University.

**Maintenance Funds for Dependants (spouse or children of the Tier 4 (General) Student)**

The maintenance required for dependants will vary according to the length of the Tier 4 (General) student’s visa; where the Tier 4 (General) student will be studying in the UK; and whether the Tier 4 (General) student is on or applying for the Doctorate Extension Scheme (DES). Thus, the dependant of a Tier 4 (General) student has to show evidence of funds to cover their living expenses for the period they would be granted leave, up to a maximum of 9 months.

**Outside London**

If the Tier 4 (General) student will study in inner London, the dependant must show they have £680.00 per month up to a maximum of 9 months, a total of £6.120.00. Or the dependant must demonstrate they have enough fundsto cover the length of the visa the Tier 4 student would be granted under the regulations.

**Inside London**

If the Tier 4 (General) student will study in inner London, the dependant must have £845.00 per month up to a maximum of 9 months, a total of £7,605.00. Or the dependant must demonstrate they have enough fundsto cover the length of the leave the Tier 4 student would be granted under the regulations.

**Important: The UKVI will calculate the funds required for the main applicant and dependants together. You and your dependants must have enough funds to cover the maintenance; otherwise the visa application including yours will be refused.**

For more information on the financial requirement for dependants of Tier 4 students, please read the PBS Policy Guidance (Dependants) at <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/769441/PBS_Dependant_Guidance_01-2019.pdf>

**ACADEMIC TECHNOLOGICAL APPROVAL SCHEME CERTIFICATE (ATAS)**

Tier 4 students, who intend to study a post-graduate course leading to a PHD or Masters Degree in certain designated subjects, must be in possession of an ATAS certificate when applying for a Tier 4 visa. This is applicable whether the student is applying in the UK or from outside the UK.

For how to apply and information on the courses that require the certificate please visit: <https://www.gov.uk/academic-technology-approval-scheme>

Courses that require an ATAS:

MSC in Computing

MPhil/DPhil in Computing

MPhil/DPhil in Biomedical Science

The certificate is free of charge and you must obtain this before you apply for your visa. The proses of applying an obtaining an ATAS can up to 20 working days.

For more information and find out if you require an ATAS please visit: <https://www.gov.uk/guidance/find-out-if-you-require-an-atas-certificate>

If you have any question please contact the Visa Office at: magaly.galleguillos@buckingham.ac.uk

or by telephone at: +44 (0)1280 814080