

Visa Guidance for students applying to study in the UK (Tier 4)

Those wishing to apply to study in the United Kingdom will now apply under Tier 4 of the UK Visas and Immigration (UKVI) Point Based System. Potential students will have to satisfy the requirements of the immigration rules and also gain 40 points which are awarded as follows:

- 30 points will be awarded for doing an acceptable course with an approved education provider, who will issue a CAS Statement
- 10 points will be awarded for having sufficient maintenance/ funding for your course of study

The new visas will be linked to the institution students intend to study at, as well as the course they will be undertaking. There are two types of student categories in tier 4 of the points based system:

- General student (also known as Adult student) for those coming to the UK for post 16 education.
- Child student for those aged between 4 to 17. Those aged under 16 may only be educated at independent fee paying schools.

Students aged 18 or above will apply as General students, those aged 17 or under studying GCSE courses must apply as Child students. Those aged 16 or 17 studying A levels may apply as General or Child students, however the College recommends this group apply as General students.

Once accepted onto a course of study Cambridge Tutors College will issue a CAS (Confirmation of Acceptance for Study) which will need to be presented along with evidence of funds in order to obtain a visa. The money needed to be shown will be course fees for the first year of study and living costs for up to a maximum of nine months. The amount needed will depend upon whether the application is as a General or Child and the accommodation arrangements. The money must be held in a cash account. Shares, bonds, pension funds and similar savings accounts will not be accepted. Potential students must show that the money has been held for at least 28 days prior to the date of the application. It is important that financial evidence is no more than one month old. In this instance students should try to obtain evidence which is dated as close as possible to the date of the immigration application. The originals of documents, including any educational documents, listed on the CAS must also be presented.

English Language Requirements

On 3rd March 2010 amendments were made to the English Language requirements for students coming to the UK on certain courses. For Tier 4 General / Adult students undertaking courses at CTC this means students are required to have achieved a minimum English Language ability at level B1 and this must be confirmed, as well as details of how this has been assessed, on the CAS statement. With effect from 12th August 2010, the UKVI introduced Secure English Language Tests (SELT) for this group of students. Applicants are required to show they have reached the minimum level of B1 on the Common European Framework of Reference (CEFR) by showing that they:

- Are from a majority English-speaking country, as listed on the UKVI website, **OR**
- Have successfully completed as course as a Tier 4 Child student (or under the previous student rules in place prior to 31 March 2009 if under 18 years of age when leave was granted) the course must have lasted at least 6 months and ended no more than 2 years before the CAS was assigned, **OR**
- Have passed an English Language test with an approved test provider for Tier 4 and has achieved at least CEFR level B1 (see CTC requirements below) in all four components (reading, writing, speaking and listening)
- From 6 April 2015, the only SELT recognised for Tier 4 visa applications for those applying from outside the UK is the IELTS SELT. For applications made in the UK, students may use the IELTS SELT or the Trinity ISE SELT. Some transitional arrangements exist until 5 November 2015.
A list of approved test providers can be downloaded from the following link:
<https://www.gov.uk/government/publications/guidanceon-applying-for-uk-visa-approved-english-language-tests>.
- If an IELTS SELT is used as part of the visa application, from 18 May 2015, students do not need to provide the SELT certificate but must quote the SELT Unique Reference Number (URN) in their application. This must match the SELT URN quoted in the CAS under *Evidence used to obtain offer* field. *Please ensure you take the correct SELT IELTS test - 'Academic IELTS for UKVI visa purposes'*

The minimum English language requirement for entry into CTC's A-level course is IELTS 5.5 for pure science subjects and mathematics and IELTS 6.0 for essay-based subjects (e.g. Economics, History etc.).

However, the College will consider applications from students with lower levels of English, provided that:-

- 1) They can show formal evidence of having attained at least overall band 5 in IELTS with no less than 4.5 in any component **OR** they can show formal evidence of an equivalent recognised qualification

AND

- 2) They agree to attend a pre-sessional English language course arranged by the College of sufficient duration to enable them to meet the above-mentioned IELTS requirements of 5.5 or 6.0 before the start of their studies at CTC

These requirements do not apply for students entering the UK as Child Students.

Financial Documents

Students who do not have official financial sponsorship, must have a minimum amount of cash in a bank or building society account. The account can be in the name of the student or their parents or legal guardians or it may be a joint account with someone else but in this instance, may only be used if the name of the student is included in the account as well. If applying using a bank account in parents' or guardians' names, students must show that they have their permission to use this money, as well as provide:

- Their original birth certificate*, or a notarised copy, showing the name of the parent or parents whose bank account is being used for this immigration application
- *(If the student is adopted or has a legal guardian they will require the equivalent of this document*)*
- The UKVI have also released a list of organisations they will not accept financial documentation from, please check the following https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/370997/20141106_immigration_rules_appendix_p_final.pdf

If you are a Tier 4 (Child) student and relying on money held by your parent(s)/legal guardian(s), you are not normally required to show evidence of your relationship to them.

Financial Requirements

For those applying as **General / Adult Students**, applicants will need to show they have the first year of fees plus £9135 to cover nine months living costs. The CAS will list these amounts separately i.e. course fees and accommodation costs, as they have to be evidenced separately for the visa application. Even if you will be staying in CTC accommodation and we will be paying your accommodation, please do not send the accommodation fees of £8500 to CTC until after your visa has been granted as you only be able to deduct a maximum of £1265 towards the cost of your accommodation.

For those applying as **Child students** who will be residing in CTC accommodation, their CAS will state the total amount required as “boarding fees.” These boarding fees (tuition fees plus accommodation costs) will need to be paid to CTC who will pay the cost of accommodation on their behalf. Any Child student residing outside the CTC homestay system will have to show that they have the course fees for the first year plus acceptable care arrangements. They will also need to check the UKVI website for details of the required funds as these will vary according to their individual circumstances.

Students who are undertaking any pre-session course will also need to show they have the funds available to meet the costs of this course. Students taking a pre-session course at one of our English Language partnership institutions will only be able to apply for a single visa to cover both courses if they qualify for a Child Student visa.

“Low Risk” Applications for CTC Students: Students from a specified list of “low risk” nationalities are not required to produce evidence of their funds as part of the visa application process, as long as they are applying in their country of nationality or in the UK. However, applicants are asked to confirm that the specified funds are available and also have the documentation prepared should the Embassy request this information. *(Countries on this list are currently Argentina, Australia, Barbados, Botswana, Brunei, Canada, Chile, Japan, Malaysia, New Zealand, Oman, Qatar Singapore, South Korea, Trinidad & Tobago, United Arab Emirates (UAE) USA and some passport holders from Taiwan, British Nationals (Overseas) and Hong Kong).* Applicants should check the UKVI website before applying as this list may change at short notice.

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/422731/2015-04-17_T4_Migrant_Guidance_April_15_f.pdf

Translated Documents

Please follow the UKVI instructions carefully regarding any translations, the original translation must contain the following information from the translator: that it is an accurate translation of the original document, the date of the translation, the translators full name and signature and the translators contact details.

Students Under 18 Years of Age

Extra provisions apply to all those under 18 whether they apply as Child or General Students. This means that the student will have to supply written support from their parents or guardians for their study in the United Kingdom as well as their consent for their course, independent travel, reception, care and accommodation arrangements which have been made for them.

To help comply with this requirement, for those residing in CTC accommodation, we enclose a draft letter which parents may use as guidance. Any students under 18 years of age not residing in CTC accommodation will need to satisfy the full maintenance requirements and should consult the UKVI visa guidance https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/422731/2015-04-17_T4_Migrant_Guidance_April_15_f.pdf as well as

From 6 April 2017, evidence of the relationship between the applicant and the person providing consent will also be required as part of the application. This will require original or notarised copies of one of the following:

- A birth certificate showing the names of the applicant’s parent(s)
- A certificate of adoption showing the names of the applicant’s parent(s) or legal guardian
- Or a court document naming the applicant’s legal guardian

Credibility Interviews for Those Aged Over 16 Years

All Tier 4 Students aged 16 and over, whether applying as a Child or as a General student are required to undertake an interview to show that they are a genuine student. This interview can be conducted in person or on the telephone. If, as a result of this interview, the UKVI is not satisfied that the applicant is a genuine student or cannot speak English to the required standard, the application will be refused. Failure to attend an interview without reasonable explanation can also result in a visa refusal.

Immigration Health Surcharge

From 6 April 2015 if you are applying for a visa to work, study or join your family in the UK for more than 6 months (but not applying to permanently remain in the UK) you will probably have to pay the Immigration Health Surcharge (IHS) before you can apply for your visa. You will then be able to use the National Health Service (NHS) although you will still need to pay for certain types of services, [e.g. prescriptions, dental treatment and eye tests](https://www.gov.uk/healthcare-immigration-application/when-you-need-to-pay). Check to see if you have to pay <https://www.gov.uk/healthcare-immigration-application/when-you-need-to-pay>

- The cost will be £150 per year, as a student the exact amount you have to pay depends on how much leave you are granted. You pay the healthcare surcharge in the same currency as your visa application fee.

- You can [calculate how much you'll have to pay](#) before you apply, you will pay half of the yearly amount if your application includes part of a year that is less than 6 months or you will pay for a whole year if your application includes part of a year that is more than 6 months.
- You must make the payment before you submit or send your visa or immigration application <https://www.gov.uk/healthcare-immigration-application/pay>
- You will be sent an email with an IHS reference number. This will also be shown on screen when you have paid. You will need to write this on the cover of your visa application if you are applying online from outside the UK, the cover sheet if applying online from inside the UK, or on the application form if applying by post. You need this reference even if you're [exempt from paying the healthcare surcharge](#).
- Finish your application form and pay your visa or immigration application fee.

Biometric Resident Permit

From June 2015, the visa (vignette) in passports was replaced by a short term entry vignette allowing entry to the UK, students would then need to collect their long term visa, called a Biometric Resident Permit (BRP) within 30 days of their arrival in the UK. CTC is able to have the BRP sent straight to the College, but this will only be done if the alternative collection location code of **3SC632** is entered into the Alternative Location field in the BRP Collection Page on the Visa4UK online form as part of the visa application. After entering the code the Assigned Collection Location of: Cambridge Tutors College, C/O Tier 4 Team – P Brown, Water Tower Hill, Croydon CR0 5SX should be displayed.

Students are required to provide a 30 day travel window as part of the visa application. If you fail to travel within the 30 days, you will need to apply for a new short term visa to enter the UK.

What to submit for your visa

All students planning to come to the UK for study should refer to the above links as well as:

www.ukcisa.org.uk and a useful flow chart for General visa applications:

www.ukcisa.org.uk/International-Students/Preparing--planning/Visas-and-immigration/Applying-for-a-Tier-4-General-visa/#Before-you-start

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/427532/pbs-tier-4_guide_to_supporting_documents.pdf

a helpful summary of documents needed for Tier 4

www.gov.uk/check-uk-visa and www.gov.uk/apply-uk-visa

CTC Students will need to submit:

General /Adult Applicants:

CAS Document

Proof of maintenance/funds (a letter from your parent or guardian will be necessary if using their bank account)

Passport and passport size photograph

Entry Clearance forms: Application form VAF 9 and Appendix 8

<https://www.gov.uk/government/publications/application-for-uk-visa-under-tier-4-general-form-vaf9-appendix-8>

Correct fee

Proof of payment of the Immigration Health Surcharge

The original documents CTC used to assess course suitability i.e. reports, which will be listed on your CAS Document, including confirmation of your English Language level (any documents not in English must be accompanied by a full translation that can be independently verified by the UKVI)

Two copies of all documents, one to send with the application, one set to retain

If under 18 - additional consent letter from parents agreeing to the course of study as well as to independent travel, reception and care arrangements, plus evidence of the relationship between the applicant and the persons providing consent

Child Applicants

as above except

Entry Clearance forms: Application form VAF 9 and Appendix 9

<https://www.gov.uk/government/publications/application-for-uk-visa-under-tier-4-child-form-vaf9-appendix-9>

If aged under 16 – no further documents are required

These notes are for guidance only and not an authoritative statement of the law. These notes should be read in conjunction with official UKVI guidance which can be updated without notice. An up to date copy of these notes is also available on the CTC website and should also be consulted. These notes incorporate UKVI guidance reflecting changes effective from 6 April 2017 PMB