

Completing the Student visa form for applications made outside the UK.

SOAS Student Advice Service endeavours to ensure that the information in this guide is accurate but please note that legislation is subject to change at short notice.

This guide should be used with the Student route caseworker guidance which can be found on the <u>GOV.UK website</u> and our <u>Outside the UK - Student visa requirements guide</u>.

Before applying online

Please read through our other guide <u>Outside the UK - Student visa requirements guide</u>. You should only submit your visa application once you meet all the requirements and can submit any necessary documents. Once you pay for your visa application online, you will not be able to make any changes to your form and there may be limitations on withdrawing your application and receiving an application fee refund. Your visa application date is considered to be the date you pay the application fee, not the date you enrol biometrics at a Visa Application Centre (if required to).

Applying online

- To start your application, go to this GOV.UK web page.
- If you answer 'Yes' to having an EEA or Swiss passport, you will be directed to prove your identity via the **UK Immigration: ID Check App** and to register for a UK Visas & Immigration account. Please skip to page 16 of this guide now for information about this process and how to complete the form. If you're unable to use the app then please continue reading the guide from here.
- Confirm your visa type as Student
- Select a country to provide your biometrics
- Check and confirm the availability of biometric enrolment locations

Note: The Covid-19 pandemic has affected the availability of some Visa Application Centres. You can find the opening times, address and contact details for UK visa application centres near you on this GOV.UK website.

If you have dependents, family members who will also need a visa to come to the UK with you, you will need to make a separate application. There is a link on <u>this</u> page to do so. To find out more

about which students can bring dependents and the maintenance requirements to do so, please see our guide, <u>Outside the UK - Student visa requirements guide.</u>

Register your email to create your account.

Enter an email address and password so you can save your answers. You will then be emailed a unique link to let you log back in to your application at a later point, if needed.

Throughout your application, you can select the option to 'Return to this application later' in order to re-send the link to your latest saved application.

Email address

Create a password

Your password must be 8 characters or longer and include a letter and a number or symbol.

Repeat your password

Save and continue

Remember to use a reliable email address that you can check daily. Keep a note of your password somewhere safe. You will be sent a verification email asking you to verify your email address. You will need to do this before submitting your visa application.

You will also be asked to provide a contact telephone number. Enter your preferred contact details including choosing the method by which you would like UK Visas and Immigration to contact you about your application.

If you need to pause your application, then always make sure you log out of your account. You will be sent a unique link to your application to your registered email address. You can use this link to return to your form and log back in.

Do you have a Marshall, Chevening or commonwealth scholarship?

If you are receiving a full Chevening, Marshall or Commonwealth Scholars tick 'yes' when asked about this. If you are a full Chevening, Marshall or Commonwealth Scholars you will be exempt from paying the Immigration Health Surcharge and visa fee at the end of the application.

Do you have a Confirmation of Acceptance for Studies (CAS) number?

Once you have an unconditional offer for your programme you can <u>request</u> a CAS via the SOAS website. This is an electronic document created by SOAS within the UK Visas and Immigration computer system. Your CAS statement will be issued to you by email. If you do not have a valid CAS you must not submit your application without one or with a CAS you have previously used or your application is likely to be rejected as invalid.

Your name

You must give your name exactly how it appears in your current passport. If your Confirmation of Acceptance for Studies (CAS) does not match the name given in your passport you will need to request an amendment to your CAS before applying for your visa.

In addition to the names already provided, are you now or have you ever been known by another name?

If your name is different to that given in your passport, you will need to declare this on your application form and may need to provide original evidence to explain the name change (i.e. a marriage certificate, birth certificate, deed poll document). We recommend you submit evidence of any legal name changes with your application. If you need further advice then email adviceservice@soas.ac.uk

Your Address and Previous Address History

In this section you will be asked to provide the addresses (UK or overseas) that you lived at in the past 2 years and the ownership status. You will need to be as accurate as you can with your dates.

Passport details and personal information

You must make sure your passport details, national identity card details (if applicable) and personal information are entered accurately. Your passport details must match the passport details on your CAS. If you get a new passport after your CAS is issued, please reply to your CAS email with a scan of the new passport. You should wait for further instructions before continuing with your visa application. If you have any additional passports (you have dual nationality) or previous passports in your possession you are advised to submit them with your application.

Have you provided evidence of your English language ability in a previous application?

If you have previously been required to submit evidence of your English language ability to support a Tier 4 (General) student or Student visa application, then answer 'yes'. If this is your first time studying in the UK then the answer is 'No'. Have you provided evidence of your English language ability in a previous application?

You must have provided evidence that you either:

- scored level B1, B2, C1 or C2 on an approved English language test which assessed your reading, writing, speaking and listening skills
- have a degree which was taught in English
- have an English GCSE, A level or Scottish National 4 or 5, Higher, or Advanced Higher qualification



We may have to talk to you about your application. Which language would you prefer to use? We advise that you state 'English' as the language you would like to be interviewed in. For information about the interview process, please see this guidance.

The next set of **questions are about your English language assessment. If you answered 'Yes' to the previous question 'Have you provided evidence of your English language ability in a previous application?'**, you may not see these additional English language questions.

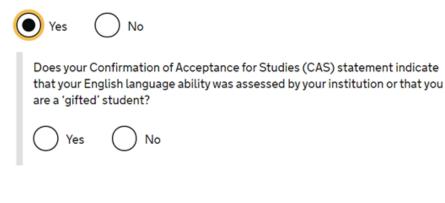
Do you have an English language or literature qualification from a UK school? Read the guidance on screen and answer Yes or No. If you're unsure please contact us.

Are you coming to the UK to study at a higher education provider with a track record of compliance?

SOAS is a 'higher education provider with a track record of compliance and so the answer to this question will always be 'Yes'.

Are you coming to the UK to study at a higher education provider with a track record of compliance?

<u>See the Register of Student sponsors</u> to confirm whether a Higher Education Provider has a track record of compliance. A Higher Education Provider with a track record of compliance will have the status 'Student Sponsor - Track Record'.



Save and continue

Does your Confirmation of Acceptance for Studies (CAS) statement indicate that your English language ability was assessed by your institution or that you are a 'gifted' student?

Refer to the English language section of your CAS. If your CAS states the following then the answer to this question is '**Yes'**. If your CAS doesn't match the wording below, read our <u>requirements guide</u> for more information.

vidence Provided	
English language qualification	
Is SELT required?	Ν
Reason not required:	Higher Education Institution (HEI) sponsor has made assessment

Dependant details / Parents Details / Family in the UK

Does anyone rely on you for financial support?

The form asks if you have any family members, whether they are travelling to the UK with you or not, who are financially dependent on you. You must enter the details of these family members and indicate whether they will be coming to the UK with you for the duration of your studies.

Please refer to our <u>guide</u> which explains the rules on family dependants. If you are allowed to bring dependants, once you have completed **your application**, you will need to go to <u>GOV.UK</u> to create a separate application for each dependant traveling with you. For more information about dependant applications, please see the <u>UKCISA website</u> and <u>Dependants of Students, Immigration</u> <u>Rules 28.1 to 39.3</u>.

Give details about your parent(s).

You will need to complete this section accurately. There is an option to say that you don't have these details and to explain why.

Do you have any family in the UK?

If you have family in the UK you will be required to provide information about them.

Will you be travelling to the UK as part of an organised group?

Will you be travelling to the UK with someone who is not your partner, spouse, or dependant?

Do you know where you will be staying in the UK?

It is important that UK Visas and Immigration can contact you, so enter the full UK address you intend to live at during your stay in this section. If you do not know your UK address, or you are yet to arrange your accommodation, you will need to answer 'No' to this question and explain what your plans are in the free text box.

Once you are in the UK you must keep UK Visas and Immigration updated about any change of circumstances such as your address. Visit <u>GOV.UK</u> for more details.

Travel Information / Travel History (UK and other countries)

Have you been to the UK in the past 10 years?

In this section you will asked to provide details of any trips you have made to the UK and to select other countries in the last 10 years.

It is a good idea to have your current and previous passports available when you complete this section. If you have a record of previous travel such as tickets, boarding passes or itineraries, these will also help you.

It is important in this section and throughout the form to be as accurate as possible. However, if you cannot remember an exact date of travel, just enter the month and year, then, enter the 1st day of that month as the date.

Have you been issued with a UK visa in the past 10 years?

You will need to enter the information here about previous UK visas.

You will then be asked about travel to other countries.

Your planned travel information

The form will ask for your date of intended travel to the UK. It's important to enter this carefully as it will impact when your visa will be valid from.

If your programme is longer than 6 months:

Your visa will be valid 1 month before the course start date listed on your CAS or 7 days prior to your intended date of travel, whichever is later.

If your programme is less than 6 months and is a pre-sessional programme

Your visa will be valid 1 month before the start of the course start date listed on your CAS or 7 days prior to your intended date of travel, whichever is later.

If your programme is less than 6 months and is not a pre-sessional programme

Your visa will be valid 7 days before the start of your course start date listed on the CAS.

Immigration History

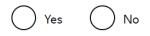
For either the UK or any other country, have you ever been:

- Refused a visa
- Refused entry at the border
- Refused permission to stay or remain
- Refused asylum
- Deported
- Removed
- Required to leave
- Excluded or banned from entry

Yes No

Have you ever:

- entered the UK illegally
- remained in the UK beyond the validity of your visa or permission to stay
- breached the conditions of your leave, for example, worked without permission or received public funds when you did not have permission
- given false information when applying for a visa, leave to enter, or leave to remain
- breached UK immigration law in any other way



If you have encountered any of the listed immigration issues when visiting the UK or elsewhere, you **must** declare them on the form and provide clear and accurate details. Failure to do this is likely to result in your visa application being refused on grounds of deception. If you would like to discuss this section of the application form with an adviser before you submit your application, please email adviceservice@soas.ac.uk

Convictions and penalties / War crimes / Terrorist Views / Person of good character, Previous Employment

You must answer all questions truthfully, including providing information for any country you have lived in or travelled to. Selecting an option from the list will direct you to another page or free text box where you can add further details.

Sponsor / Maintenance / Course details

You must enter the sponsor licence number and address as shown in the screen shot below. You can also confirm this address as your primary site of study.

▲ <u>Back</u>

Sponsor licence number and address

This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.

What is your sponsor licence number?
TCQ09G6P6
Sponsor's address
SOAS University of London
Thornhaugh Street
Town/City
London
Postcode
WC1H 0XG
Save and continue
Return to this application later
Show and edit answers

Will you be studying at a school or higher education institution?

SOAS, University of London is a 'higher education institution with a track record of compliance'.

UCAS details

If you are going to be studying an undergraduate course you may have applied for your course through <u>UCAS</u>. Your UCAS number will be on your CAS or on any correspondence you have received from UCAS.

Do you need to obtain permission from the ATAS?

Currently, SOAS do not run any courses that require students to obtain approval from the Academic Technology Approval Scheme (ATAS). You can therefore answer 'No' to this question and continue.

Will you be receiving money from an official financial sponsor for your continuing studies?

Only certain types of financial sponsors are acceptable for visa purposes. Read our <u>guide</u> to understand who an 'official financial sponsor' can be. If your official financial sponsor is only sponsoring you for part of your tuition fees and maintenance costs, then you must tick '*I* am not being wholly sponsored'.

If you are using personal funds in your name or your parent(s)' name or you are receiving a student loan tick 'No' as these are not financial sponsors as defined by UKVI. Read our <u>guide</u> for more information about loans.

Course information

The official name of your course, qualification level, and start and end dates can be found on your CAS, **the screenshot below is just an example**. You must ensure this information is entered correctly as per your own CAS.

Course information

Name of sponsor institution (school/college/university)

SOAS University of London

Course name

LLM

Qualification you will get

This is the level of the qualification you will receive at the end of your course. If you are unsure about the level of your qualification, <u>find out what qualification</u> <u>levels mean here</u> or ask your sponsor institution.

RQF7/SCQF11

Are they going to be a student union sabbatical officer?

▶ What is a student union sabbatical officer?



Have you or your parent(s)/legal guardian(s) already paid any money to your sponsor for accommodation?

SOAS halls and University of London intercollegiate student halls of residence are provided by thirdparty organisations, therefore you do not pay fees directly to SOAS and therefore this money cannot be mentioned in your application. Please tick 'No'.

What are your course fees for your first year?

Enter the amount that is shown on your CAS statement.

Have you or your parent(s) or legal guardian(s) already paid any of your course fees?

Write here how much money you have already paid towards your tuition fees. This information should match what is on your CAS statement.

How can you prove this amount has been paid?

Your CAS statement should confirm how much money you have paid towards your tuition fees. If the fees paid information on your CAS is incorrect you must request for an update to your CAS before submitting your visa application. To request an amendment to your CAS please email casrequest@soas.ac.uk

Are any of the funds required for this application in the form of a student loan?

If you are receiving a student loan that meets the requirements of the Student visa, then answer 'Yes'. Full details <u>are in our guide</u>.

Have you already received your student loan?

If you are using a student loan which has **not** yet been disbursed to your personal bank account you will need to answer 'No'.

Are all of the maintenance funds required for this application in a bank account with your name on it?

If you are only using funds in a bank account with your name on it to prove that you meet the financial requirements, click 'Yes'.

If you are using a student loan you will need to answer 'No' unless the loan has already been disbursed to your bank account.

If you are using a combination of a student loan, which has **not** yet been disbursed to your bank account, **and** funds held in a bank account in your name then the answer is still 'No'. You can then use the 'Additional information about your application' section on the form to explain how you meet the maintenance requirements.

If you have answered 'No' to this question, you will be asked if you are using a bank account in your parent(s)' or legal guardian's name.

If you have answered 'Yes' to relying on money held in a bank account under your parent(s) or legal guardian(s) to this question, you must confirm that you have permission from your parent(s) or legal guardian(s) to use their money and confirm how you can proof the parental relationship.

Additional information

Here you can add in any information you may wish to add or clarify in your application.

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Additional information about your application

If you needed to add more information about your application but were not able to you can write it here.

If there is no further information you want to add, click the 'Save and continue' button.

Add further details:

			1
1000 characters remain	ing of 1000	characters	
Save and continue	Cancel		

Check your answers carefully

You can then use the 'Change', 'Add' and 'Remove' buttons on the right-hand side of each question to make any necessary amendments to your application.

Evidence showing the required maintenance funds

This question will appear if you have stated that your maintenance funds are held in a bank account in your name or your parent's name. You will be able to add information about a second bank account in the next screen if necessary.

A common reason for Student visa refusal is a problem with financial documents or an incorrect amount of funds being shown. <u>Read our guidance</u> for information on maintenance requirements and the documentary requirements. If you cannot meet the maintenance requirements in the manner specified by UK Visas and Immigration, then you must not continue with this application. If you need to speak to an adviser, please email adviceservice@soas.ac.uk

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You must provide evidence showing that you have the required maintenance funds to cover living costs and fees for you and any of your dependants while you are in the UK.

For information on how much money you need to show, <u>refer to the guidance</u> <u>document here.</u>

Enter details about the financial evidences you will send. You will be able to provide details of several evidences if you need to.

If your money is held in a different country, you will need to check if your bank meets the <u>requirements.</u>

Financial institution (such as a bank or building society)

Type of evidence

Statements from a personal bank or building society account

Building society passbook

Letter from a bank, building society or other recognised financial institution

Documents,

Conditions, and Declaration

When you are happy that you have answered all the questions accurately, click continue to proceed to the document check list (example below).

You must provide all the listed original documents as part of your application. Tick the box to agree that you will provide each document. **The screenshot below is just an example, your list of Mandatory Documents may be different.** TB tests are not always listed in the Mandatory Documents section so make sure to include it if required to.

For more information differentiation arrangements for 'Low Risk' nationals please <u>read our</u> <u>guidance</u>.

You will then be asked to read and agree to a set of conditions and a declaration. Once you have agreed to the declaration you will no longer be able to make changes to your application.

Mandatory documents

These documents are mandatory and you must provide them as part of your application. Tick the box to agree that you will provide each document:



The passport or travel document for test test from Iran, Islamic Republic of

Other documents

If you do not provide these documents, your application may be delayed or refused.



The birth certificate for test test

This must be a full birth certificate that shows the names of both of your parents.

Statements from a personal bank or building society account (HSBC)

A letter of permission from your legal guardian(s)/parent(s) confirming use of their money and relationship to you

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If you provided any qualification evidence to your sponsor for them to issue your CAS, you must submit this evidence (including translations). For example, you might have sent your sponsor your certificate of qualification or transcript of results.

Immigration Health Surcharge

You will now be asked to pay the Immigration Health Surcharge (IHS). You must do this before you can complete and submit your visa application.

Immigration Health Surcharge (IHS)

You must pay your Immigration Health Surcharge (IHS) before you can complete your visa application. You will pay your IHS on another website, then return to this site to complete and pay for your application.

If you are exempt, you will still need to get a reference number from the IHS website.

Your IHS reference number will automatically be included on your application once you pay and return to this site.

Your answers will be locked when you go to the IHS website, even if you do not pay your IHS straight away. If you need to make any changes to your answers you must do so now. <u>Check your answers</u>



When you click on 'Go to IHS website' you will be redirected to another website. Here you will be asked to check that your personal details are correct. You will also be asked to provide some information about your course. Use your CAS to help you. Once you have made the IHS payment you will be re-directed back to your application to complete the final steps and pay the visa application fee. The fee may be converted to your local currently at rates set by the Home Office.

Collecting your Biometric Residence Permit (visa) at the Post Office

You will need to collect your Biometric Residence Permit from the Post Office if your permission will be granted for more than 6 months. Please refer to our <u>guide</u> which explain how your visa will be issued and steps you may need to take when you enter the UK.

If you have entered either the SOAS halls or SOAS main address then we understand that it may default to **Moorgate Post Office - 45 London Wall, London, EC2M 5TE** which is a short walk from Moorgate station on the Circle, Hammersmith & City, and Metropolitan line.

Please do not select 'Collect from an alternative location (for example, your sponsor)' as we do not offer this service at SOAS and there are no other alternative locations.

If you would like to collect your BRP from another part of London rather that from near SOAS, you just need to enter a valid post code such as the post code where you are living.

You can use the Transport for London (TfL) website to plan your jounery.

If you have problems collecting your BRP, please contact Student Advice Service.

Payment and biometric enrolment appointment

You will now need to follow the instructions on screen to book an appointment to enrol biometrics and find out how you should submit your documents. You then need to pay the visa application fee. This may be converted to your local currently at rates set by the Home Office

It is important that you save a copy of your completed application to your computer (or print a copy) for your records as well as your Document Checklist. You are also advised to keep copies of all your visa supporting documents.

You should read the onscreen instructions on further steps you need to take as this varies from country to country.

Final checks

Now you have completed the online application please make sure you have done everything you need to do:

- Checked all your supporting documents using <u>our online guidance</u>, also the <u>Student visa</u> <u>policy guidance</u>
- Checked that all the information on your CAS is correct
- Paid the Immigration Health Surcharge please our online guidance.
- Attended a TB test if required please see the <u>Gov.UK website</u> for information
- Prepare to submit your biometrics as part of your application
- Read the instructions you are given about submitting your documents and attending your Student visa appointment as these vary from country to country.
- Once you receive your visa, check that the information on it is correct, if not contact the embassy/agency that processed your application.
- Travel to UK and provide your immigration documents at enrolment.

See you at SOAS!

If after reading this guidance you need further advice, please contact a Student Advisor <u>adviceservice@soas.ac.uk</u> with the following information:

- name
- nationality
- the name of the country in which you are making your Student visa application
- your SOAS student ID number (if issued)

EU, EEA, and Swiss citizens using the UK Immigration: ID Check App

As part of the application process, you'll need to submit the online application form at <u>GOV.UK</u> and verify your identity. You'll be able to verify your identity using a smartphone, your biometric passport and the 'UK Immigration: ID Check' app. If you're unable to use the app for any reason, you will need to attend a Visa Application Centre (VAC) to submit your biometric information and any supporting documents. You will also need to complete the online visa form using the instructions

starting on page 1 of this form. You should start your application on <u>GOV.UK</u> and you'll be told how to go ahead with either the app or by visiting a VAC.

If you're able to use the app, you'll be asked to create a UK Visas & Immigration account. You will receive a 6-digit code to your email address and mobile number. The email also contains the link to log-in to your application form if you need to go back to it at any stage. For security purposes, each time you log-in to your account, you will need the following information:

- your identity document number so always keep a record of this if you lose/update your passport or biometric identity card
- your date of birth
- access to your phone or email as you will be sent a security code to sign in via email or mobile phone

If you're having difficulties finding your email with the link to your form, search for 'uk.visas.and.immigration.home.office@notifications.service.gov.uk' in your email account.



Once you have created an account, you'll be directed to connect your UKVI account with the UK Immigration: ID Check app on your smartphone. Follow the steps in the UK Immigration: ID Check app to confirm your identity.

Once complete, you will be asked to log back into your online application form and complete each section. You can either continue on your mobile phone or you can log back into your online account on your computer using the UKVI link in your email.

🕼 GOV.UK

BETA This is a new service.

Go to account home

Apply as a Student

You need to complete every section.

1. Identity and contact

Download application

You can download a PDF copy of your application at any stage

Sign

Download application

Confirm your sign-in email address	COMPLETED
Confirm your sign-in phone number	COMPLETED
Confirm your identity	COMPLETED
Immigration adviser details	
Contact preferences	CANNOT START YET
Other names and nationalities	

2. Prepare application

People applying with you	
Your location	CANNOT START YET
Personal details	CANNOT START YET
Family and relationships	CANNOT START YET
Living arrangements	CANNOT START YET
Travel history	CANNOT START YET
Criminality	CANNOT START YET
Study details	CANNOT START YET
Account security questions	CANNOT START YET
Declaration	CANNOT START YET

3. Pay and submit application

Immigration health surcharge	CANNOT START YET
Application payment	CANNOT START YET

4. Provide evidence

Evidence upload	CANNOT START YET

We have not provided screenshots of each section as many of the questions are straightforward but you can contact us if you're unsure how to answer any question. Once you submit your form, you will not be able to change your answers.

Other names and nationalities

You will need to provide all names that you have been known by as well as any additional nationalities you hold now or have held previously. We are aware that Hong Kong does not appear in the list of additional nationalities. We have raised this technical issue with UKVI and recommend

uploading a cover letter explaining that there is an error with the form and a copy of your Hong Kong SAR passport.

Any other names

In addition to the names already provided, are you now or have you ever been known by another name? You must provide all your names. For example, if you changed your name after marriage or have a different name that you use for professional purposes.

Yes No

People applying with you

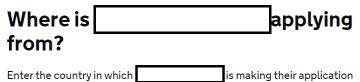
You will be asked if you are bringing Dependents with you along with information about them such as their date of birth, nationality and passport number. Please refer to <u>our guide</u> to understand the rules on bringing family members to the UK with you.

Are your partner or children applying with you?

Yes No

Your location

You will be asked in which country you will be apply and questions about the need to submit a TB test.



Have you been living in a country listed as requiring a tuberculosis test to enter the UK?

You need to have a tuberculosis (TB) test if you're coming to the UK and have been living in any of these <u>listed countries for more than 6 months.</u>





Do you have a tuberculosis test certificate?

A tuberculosis (TB) certificate is valid for 6 months from the date of the test

Provide details why you do not have a valid tuberculosis test certificate

You have 3	300	characters	remaining

If you do not have a valid tuberculosis test certificate, your application may be refused.

Travel history

The form will ask for your date of intended travel to the UK. It's important to enter this carefully as it will impact when your visa will be valid from.

If your programme is longer than 6 months:

Your visa will be valid 1 month before the course start date listed on your CAS or 7 days prior to your intended date of travel, whichever is later.

If your programme is less than 6 months and is a pre-sessional programme

Your visa will be valid 7 days before the start of the course start date listed on your CAS or 7 days prior to your intended date of travel, whichever is later.

If your programme is less than 6 months and is not a presessional programme

Your visa will be valid 7 days before the start of your course start date listed on the CAS.

You will also be asked about your travel to other countries in the world including the UK which you should answer accurately.

Your planned travel information

Date you plan to arrive in the UK

Your permission to stay in the UK will start from this date if your application is successful, and the date you provide here has not passed.

Enter date in the format DD MM YYYY



Study details

You will be asked about your spoken language preference and other questions about your study at SOAS. We advise choosing English for the first question.

Spoken language preference

We may have to talk to you about your application. What language would you prefer to use?

 \bigcirc

English

Other

Choose the correct sponsor type as shown below.

What type of sponsor will you be studying with?

<u>The Register of Student sponsors</u> sets out what type of sponsor each provider on the register is. A Higher Education Provider with a track record of compliance will have the status 'Student Sponsor - Track Record'

) Independent School

Higher Education Provider

) Higher Education Provider with a track record of compliance

Overseas Higher Education Provider

) Publicly Funded College

) Private Provider

Complete the next sections about your study using the information on your CAS: **Sponsor licence number and address**

This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.

What is your sponsor licence number?

Postcode

Financial sponsors

Only certain types of financial sponsors are acceptable for visa purposes. Read our <u>guidance</u> to understand who can be an official financial sponsor.

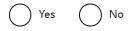
If you are using personal funds in your name or your parent(s)' name or you are receiving a student loan tick 'No' as these are not financial sponsors as defined by UKVI.

Will you get money from an official financial sponsor for your course?



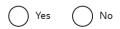
If your official financial sponsor is only sponsoring you for part of your tuition fees and maintenance costs, then you must tick *'No'* to the following question.

Will your financial sponsor pay for the whole of your course?



If you say 'Yes', for the next question you must check your CAS to check if all fees are shown as paid or not.

Does your CAS show payment for the whole of your course?

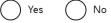


Check your course fees listed on your CAS and enter any fees already paid (and reflected on your CAS) by you or your parents.

Course fees

What are your course fees for your first year? If your course is shorter than 12 months, state the total course fee. This information is on your Confirmation of Acceptance for Studies (CAS) statement. Alternatively, you can contact your sponsor for this information. **f**

Have you or your parent(s) or legal guardian(s) already paid any of your course fees? Please select No if your course does not have a fee.



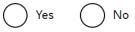
If you are receiving a student loan that meets the requirements of the Student visa, then answer 'Yes'. Full details <u>are in our guide</u>.

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Student Loan

You must have enough money to cover your course fees and living costs. <u>Read</u> <u>the guidance document</u> to find out how much money you need and what documents you can use as evidence.

Are any of the funds required for this application in the form of a student loan?



Final steps

You will now need to set up three account security questions and digitally sign the Declaration. Once you sign the Declaration you will not be able to change any of your answers. Review all the questions and your answers to make sure there are no mistakes and contact us if you're unsure.

Immigration Health Surcharge

You will now be asked to pay the Immigration Health Surcharge (IHS). <u>Read</u> the refund information for EU & Swiss nationals. You must pay this surcharge before you can complete and submit your visa application.

Immigration Health Surcharge (IHS)

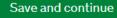
You must pay your Immigration Health Surcharge (IHS) before you can complete your visa application. You will pay your IHS on another website, then return to this site to complete and pay for your application.

If you are exempt, you will still need to get a reference number from the IHS website.

Your IHS reference number will automatically be included on your application once you pay and return to this site.

Your answers will be locked when you go to the IHS website, even if you do not pay your IHS straight away. If you need to make any changes to your answers you must do so now. Check your answers





When you click on 'Go to IHS website' you will be redirected to another website. Here you will be asked to check that your personal details are correct. You will also be asked to provide some information about your course. Use your CAS to help you. Once you have made the IHS payment you will be re-directed back to your application to complete the final steps and pay the visa application fee. This figure may be converted to your local currently at rates set by the Home Office. You must then upload any documentary evidence that you're required to provide and press Confirm to submit your application.

You will receive a confirmation email from UKVI when your application has been submitted where it will then be reviewed by a UKVI caseworker. Processing times are advertised online and are usually 3 weeks. You will receive your visa decision by email with instructions on how you can prove your immigration status as your visa will be digital rather than a physical document. Refer to our <u>guide</u> for further information about when your visa is issued and travel to the UK.

See you at SOAS!

If after reading this guidance you need further advice please contact a Student Advisor visa <u>adviceservice@soas.ac.uk</u> with your full name, nationality, the name of the country in which you are making your Student visa application and your SOAS student ID number (if issued).