

# Cardiff University

**Applying for your  
student visa**

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# Student visa support

We are here to help you plan for your Student Visa application.

Today, you will receive information which will help you prepare the documents needed.

Please pay full attention as the details provided are very important.

If you are unsure of anything, we will provide contact details and links to further resources at the end. You may also wish to take screenshots of any slides during the presentation.



# Student Visa Support

Some of you will be eligible for the Home Office's differentiation arrangements. This is sometimes referred to as being 'low risk'.

This means that in the first instance you are not required to provide all of the documents we are about to describe. However, you must still meet the requirements and can be requested to submit them at any time in the application process.

Therefore, you must prepare all your financial and academic evidence BEFORE your application to ensure it is available if requested.

- To find out if you are eligible for the differentiation arrangements, please visit the [UKCISA guidance on Student route eligibility and requirements](#) and scroll down to the section titled "Low risk applicants" or check the UKVI page directly here: [Student visa : Money you need - GOV.UK](#)





# When to apply

You can submit your student visa application once you have been issued your Confirmation of Acceptance for Study (CAS). This will be issued to you shortly after your course offer becomes unconditional.

- **You must meet all the requirements of your offer before it will be made unconditional.**

The CAS can be issued a maximum of 6 months prior to the course start date



Applications submitted overseas can be submitted up to 6 months before the course start date.



Applications submitted in the UK can be submitted up to 3 months before the course start date.

# Where to apply

## Application in the UK

You cannot apply in the UK if you currently have permission as a visitor, short-term student, or fall under a few other limited categories. For full details, please see [the UK Government guidance on switching to a Student visa](#).

You will only be able to submit your application in the UK if you meet ALL of the following requirements:

1. There are 28 days or fewer between the date your current student visa expires and the start date of your new course.
2. If you currently hold a Student visa, you can only apply in the UK if you successfully complete your current course
3. Your new course is at a higher academic level.

It may be possible to apply in the UK for a course at the same level (degree level or above), contact us if this applies to you.

**If you do not meet these requirements, you will need to make your visa application from your home country.**



# Where to apply

## Application Overseas

All students can make their application overseas, from their home country or a country where they are legally resident.



# How to apply

We'll next outline the process and requirements for application through our step-by-step guide



# Step by step guide to applying for a student visa



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1) Certain requirements for the Student Route take time to prepare for these.

1.a) Begin work on your finances early. First, deposit the required funds in your bank account:

Tuition fees	..... (stated on OFFER LETTER)
Living expenses:	£1,171 per month of your course up to a maximum of £10,539 (9 months)
Total:	.....

- Save for at least 28 days
- The closing balance when you apply must meet the requirements

Even if you meet the differentiation arrangements – you must still ensure you have the required funds incase the UKVI request your bank statements later in the process.

# IMPORTANT

- Do NOT spend the money after 28 days – you MUST keep the money in your account until you submit your visa application- ideally keep the money in your account until you receive your visa decision.
- Save the full amount of money for a minimum of 28 days (longer is fine)
- You may need to pay accommodation fees before you submit your visa application– you must pay this from a different account.



**Do not let your money fall below the required amount before you submit your application or you risk your visa being refused.**

**Please note: There is an exemption from providing financial documents if ALL the following apply:**

- You have been in the UK for 12 months or more without an extended absence of 3 months or more, (or multiple absences that add up to 3 months or more) within the last 12 months, and
- You have been here with a valid visa for the 12 months or more, *and*
- You are making your student visa application in the UK.

If you meet all these – you would not be required to provide financial evidence.

**If you have been in the UK under 12 months, then this does not apply and you must meet the financial requirement.**

**Applications submitted overseas MUST always meet the financial requirements.**



# Step by step guide to applying for a student visa



**1.b) Time in advance is also required to prepare the following documents:**

- **ATAS clearance certificate**
- **TB certificate**

**More information will be provided on these in our 'document checklist' section shortly.**

# Step by step guide to applying for a student visa



## 2) Complete the student visa application form online

You must create a Home Office online account and complete the student visa application form:

- For overseas applications:

[GOV.UK - Student visa - Apply](#)

- To extend a Student visa in the UK:

[GOV.UK - Student visa - Extend your visa](#)

- If switching from a different visa category in the UK:

[GOV.UK - Student visa - Switch to this visa](#)

Please ensure your current visa type allows switching before applying.

# Step by step guide to applying for a student visa



## **3) Provide evidence of academic qualification to Cardiff University**

1. Provide evidence of all qualifications required as part of your academic offer. This is necessary in order for your offer to become unconditional.
2. After the offer is unconditional, a CAS can be issued to you.

Please be patient while each stage is processed.

# GREEN document checklist

## 4) Gather together all documents listed on the GREEN document checklist

1. Your passport
2. Your Evisa (UK applications)
3. Cardiff University CAS statement (this is an electronic only document)
4. Certificate of any academic qualifications listed on your CAS statement:
  - normally a certificate(s) from a previous school, college or university;
  - Certificate showing successful completion of current course if progressing in the UK

# GREEN document checklist



## 5. Academic Technology Approval Scheme (ATAS) Certificate (if applicable)

- ATAS clearance is only required for a limited number of Science and Engineering postgraduate courses and will be indicated on your offer letter and CAS.
- To find out how to get an ATAS Certificate, search for 'ATAS' on the intranet or Cardiff University webpages.
- The ATAS applications can take at least 30 working days and can sometimes take longer – apply EARLY. You do not need to wait to receive your CAS before making your ATAS application, you can apply as soon as you have a conditional offer.

# GREEN document checklist

6. Evidence that you have enough money to pay your tuition fees in full and to cover your living expenses.

**You must provide one of the following:**

- Personal bank statements covering a 28 day period (minimum)
  - The end of that 28 day period must not be more than 31 days before the date you submit your application online
  - The money must still be in your account
  - Statements must show:
    - ✓ **your name**
    - ✓ **account number**
    - ✓ **date of statement**
    - ✓ **name and logo of the bank and**
    - ✓ **balance has not fallen below the required amount for the full 28 day period**



# GREEN document checklist



OR

- Parental bank statements covering a 28 day period (statements must meet the same requirements as for personal statements - see above)
- You will also need:
  - ✓ Your birth certificate and
  - ✓ A letter from your parents (in English) confirming they are your parents and stating clearly that the funds they are providing are for your studies in the UK.

# GREEN document checklist



- Maintenance must be in the form of cash funds. You cannot use evidence of other types of finances, such as shares, bonds, or a pension fund. You also cannot use an overdraft facility or a credit card.
- You can use an overseas bank account. If your funds are not in British pounds (GBP), you should convert the closing balance into GBP using [OANDA](#) and the conversion rate on the date on which you make your application. Write this sum on the statement.

# GREEN document checklist



- Funds from an overseas account will not be considered by the Home Office however if any of the following apply:

-The Home Office is unable to make satisfactory verification checks of the overseas bank; or

-The overseas bank is not regulated by the appropriate regulatory body in the respective overseas country; or

-The overseas bank does not use electronic record keeping

# GREEN document checklist



OR

## Evidence of Student Loans

Study loans can be used as financial evidence, but only specific student or educational loans are acceptable.

- The student loan must be provided to the applicant. Loans provided to parents or legal guardians cannot be used;
- The student loan letter must confirm that the provider of the loan is one accepted by the Home Office and is regulated by the appropriate regulatory body for the student loans. The loan providers accepted are:
  - a government
  - a government sponsored student loan company
  - an academic or educational loans scheme which is provided by a financial institution regulated for the purpose of issuing student loans by either the Financial Conduct Authority (FCA) or the Prudential Regulation Authority (PRA) or, in the case of an overseas loan, the official regulatory body for purpose of issuing student loans in the country in which the financial institution is located and where the money is held
- If the student loan only covers some course fees or living costs, you must provide evidence that you have the rest of the funds required in line with requirements.

# GREEN document checklist

7. If you are officially financially sponsored for your studies, you will need to provide a sponsor letter from any Government, British Council, international company/organisation, or any University

This must be:

- on official letter-headed paper
- not more than 6 months old
- It must include:
  - ✓ your name
  - ✓ the date
  - ✓ name and contact details of your official financial sponsor
  - ✓ the length of sponsorship
  - ✓ confirmation that ALL your tuition fees and living expenses will be covered and
  - ✓ If you have dependants, each one must be named
  - ✓ -Your evidence of funds letter, if provided by a government or an international scholarship agency, must also specifically state that your financial sponsor consents to your Student application.

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# GREEN document checklist



- Please note: if you were sponsored for your current course but will not be sponsored financially by the same sponsor for your next course with Cardiff University, you will need a permission letter from your sponsor to continue your studies in the UK.

If this is not possible, please get in touch with us so we can look at your situation and this rule more closely.

# GREEN document checklist



8. TB clearance certificate (if applicable, for overseas applications only).

- TB clearance is not needed if you are making your application within the UK.
- If you will be applying from overseas, TB testing is required for those applying in certain countries. The most recent messaging from the UKVI indicates that a TB certificate is required for applications in TB requiring countries, even if you have been in the UK or a third country during the last 6 months.

More information about countries that require a TB test and the related regulations is available on [the UK Government's Tuberculosis testing guidance](#).

Please ensure that you book your appointment early to avoid delays to your visa application process



# **IMPORTANT**

If any of your documents are not in English, you will need a translation.

**If needed, a translation should include:**

1. Confirmation it is an accurate translation
2. A list of the translator's qualifications/credentials
3. Signed and dated by the translator
4. Contact details of translator

# Step by step guide to applying for a student visa



## 5) Confirm all CAS details

You will receive an email asking you to complete the CAS confirmation task. You will not receive your CAS until you complete this task.

- Check that all the details on your CAS are correct, particularly:
  - Personal information & passport number
  - Evidence section – this must match your certificate(s) (course title and award date)
  - If any details are incorrect use the amendment box in the online task
- If you have any questions, please contact the Student Visa Compliance team at [studentconnect@cardiff.ac.uk](mailto:studentconnect@cardiff.ac.uk) for assistance.
- After you have completed the task, you will receive your CAS number

**Please be patient. This stage of the process takes a little time.**

# Step by step guide to applying for a student visa

## 6) Submit Your Draft for a Pre-Submission Check

If you would like the Student Visa Support team to review your application before you submit it to the Home Office, please upload your draft application form and supporting documents via [Cardiff University Student Connect portal](#).

We will then provide you with written advice to follow before you submit your application.

**Please note our response time is 10-15 working days and can increase in peak periods of August to October.**

If requesting support, please contact with enough time to receive feedback and advice.



# Step by step guide to applying for a student visa

Through the Student Connect portal ([studentconnect.cardiff.ac.uk](https://studentconnect.cardiff.ac.uk)) you can:

- Contact us about your visa application
- Upload your draft application form and supporting documents if you would like a Student Visa Support (SVS) adviser to check your application before submission.

**Ensure you use your Cardiff University student email when using the Student Connect portal.**

Please contact us as early as you can as adviser availability is limited.

When we reply to your enquiry, our communication will come from [studentconnect@cardiff.ac.uk](mailto:studentconnect@cardiff.ac.uk) – please add us to your safe sender list to avoid us going into your spam folder.

If you are unsure how to use the system, please see [Cardiff University website “Student Connect” page](#).

Correct as of 30 April 2026



# Step by step guide to applying for a student visa



## 7) Submit your application via a standard, priority or super priority route

Type of application	Cost	Timescale
Standard service (UK)	£558	8 weeks (approx.)
Standard service (overseas)	£558	3 weeks (approx.) In peak periods there is a delay in processing times. We recommend allowing a minimum of 6 weeks.
Priority service – additional charge	£500	Decision within 5 days in UK, please check overseas
Super priority service – additional charge	£1000	Decision within 24 hours in UK, please check overseas

For overseas applications:

- There will be an additional VAC fee cost
- £776/year Immigration Health Surcharge (IHS) payable when submitting your application

# Step by step guide to applying for a student visa



## 8) After submission

After you have submitted your application, documents and biometrics you may be contacted by the Home Office. For example, this can be for an IHS top up payment or to provide further documents.

Please check your emails including spam/junk folders regularly.

If you are in doubt regarding any correspondence you receive, please contact us for support.

# eVisas

The UKVI have transitioned to electronic visas for all visas over 6 months. These are known as eVisas. The eVisa is accessible online through a UKVI account and will be shareable with the University through a share code generated online.

Once your visa is granted, you will be issued with an electronic status only. It is vital you are able to access your eVisa prior to travel, so please ensure you follow the guidance in your decision letter to access this promptly.

Home Office online eVisa guidance:

<https://www.gov.uk/get-access-evisa>





# Check your visa status is correct

Make sure you log into your UKVI account and check your eVisa end date.

Guidance on accessing your eVisa can be found on [Cardiff University's page about eVisas – your online immigration status.](#)

Unfortunately, errors do occur and must be reported to the UKVI in order to correct them. It is important you are aware of your eVisa end date so you do not accidentally overstay in the UK and are aware of potential application deadlines.

Our page includes information on how to report an error or you can contact us for help



# Graduate Route Visa

We recognise that many students joining us will already be thinking about your lives and opportunities after your studies.

Many of you may be considering gaining work experience in the UK after your studies and so will be interested in the Graduate Route Visa.

The following slides provide information links on this route.

# More information

Our web page for Graduate Route can be accessed here:

[Graduate Visa Route - Study - Cardiff University](#)

The UK Council for International Student Affairs (UKCISA) provides comprehensive information on the Graduate Route and other visa options:

[UKCISA - International student advice and guidance - Working after studies](#)

Information directly from the Home Office can be found here:

[GOV.UK - Graduate visa](#)

And in more details here:

[GOV.UK - Graduate caseworker guidance](#)

# Check before you apply

Please note, the information contained in the presentation is checked and correct as at 30.04.2026.

If you are using this information at a later date, please check the details on [Visas and immigration page on Cardiff University](#) website.

You may also check for updates on the UKVI information pages directly:  
[GOV.UK - Student visa - Overview](#)

Visa regulations and requirements can and do change. It is your responsibility to ensure the information you use is up to date at the time of application.

Correct as of 30 April 2026



# Your questions

We're here to help with any enquiries you might have:

[Cardiff University – Ask us a question](#)



# Contact us

We are here to help



studentconnect@cardiff.ac.uk



<https://www.cardiff.ac.uk/study/student-life/student-support>



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