

Student Visa Support

How to complete the OVERSEAS online Student Route Visa Application Form

To be used with 'A Guide to applying for a Student Route visa overseas'

2023-24 (Version 1)

Last Updated August 2023

Student Visa Support have developed this guide to help you apply for your Student Route visa OUTSIDE the UK. This guide will help you complete the online Student Route visa application form. Remember that changes are frequently made by the Home Office: ensure that you check the Home Offices pages directly for any changes or updates.

<https://www.gov.uk/student-visa/apply>



Before you Apply

Your CAS

You need your CAS (Confirmation of Acceptance for Studies) before you apply. You cannot submit a student visa application without this. You will not be issued a CAS until you have accepted your unconditional offer.

If you have not received your CAS 5 working days after your offer moves to unconditional, you can contact the Student Visa Compliance Team by emailing studentconnect@cardiff.ac.uk to request one.

When can you apply?

You cannot apply for your student visa more than 6 months before the start date of your course. This is a rule set by the Home Office and we cannot influence this.

Where can you apply?

You CANNOT submit this application in the UK.

You CANNOT submit your application in any country you choose.

You CAN submit your application in a country:

- you are a national of
- you are legally resident in
- where an agreement has been made that people of your nationality can apply, for example because the Embassy in your country is closed.

It is very important you use your own personal details to complete the application form and the information entered is accurate.

To ensure you are able to complete the online application form it is important not to forget your log in details to your Home Office Online account.

Section 1

How to create a Home Office online account.

Step 1: Go to: <https://www.gov.uk/student-visa/apply>

Step 2: Answer 'England, Scotland, Wales or Northern Ireland' to the first question.

Where are you planning to live?

England, Scotland, Wales or Northern Ireland

Jersey, Guernsey or the Isle of Man

[Continue](#)

Step 3: Select No to the question below:

Do you have a current EU, EEA or Swiss passport?

The EEA includes the EU countries and Iceland, Liechtenstein and Norway

Yes No

[Continue](#)

Step 4: Select your country as the country to provide biometrics:

Select a country to provide your biometrics

Step 5:

- Select English as your language.
- Select the correct visa category– Student.
- Select your country as the country to provide biometrics.
- You will see this screen, scroll down and press the green 'Apply Now' button:

Student visa

Use this form to apply from outside the UK for a Student visa.

You cannot add family members ('dependants') to this application. You must complete a [separate form](#) for your dependants.

Before you apply

Step 6: Enter your contact details as requested and create a password.

It is important that you are able to access your email and that you remember your password. Once you create the account, you will be sent a link to your email address. You will need to use this link to access you account if you log out and need to return to the application at a later date.

Step 7: Select no to this question unless you have a scholarship from these agencies only:

Do you have a Marshall, Chevening or commonwealth scholarship?

Check the [postgraduate scholarship guidance](#), if you do not know.

Yes No

Section 2

Completing the Online Application Form.

Step 1: You will see the following screen:

GOV.UK Visas and Immigration

1. Start 2. **Application** 3. Documents 4. Declaration 5. Pay 6. Download and print

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Your Confirmation of Acceptance for Studies

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

Yes No

Confirmation of Acceptance for Studies reference number

[Save and continue](#)

[Return to this application later](#)

[Show and edit answers](#)

Enter the CAS number exactly as it appears on your CAS email. It is important that you enter this correctly.

Please note: if you have not yet received your CAS, you will not be able to proceed further.

Step 2: The form now asks for your name (as it appears in your passport) and details about yourself. Answer all questions as accurately as possible. Press 'Save and continue' after each question.

Please note, your 'home address' means your address in your home country.

You will also be asked to enter your passport details . Please enter these exactly as printed on your passport.

Step 3: Enter details from your National ID card.

If your country does not issue these, this is not a problem. Simply enter 'No' here. You should also do this if you do not have a card or your card has expired.

The screenshot shows the GOV.UK website for 'Visas and Immigration'. The navigation bar includes '1. Start', '2. Application', '3. Documents', '4. Declaration', '5. Pay', and '6. Do'. The current page is titled 'National identity card' and asks 'Do you have a national identity card?'. It provides instructions: 'This is the identity card issued by your national government. Please select 'No' if your country does not issue national identity cards or you do not have your card.' There are two radio buttons: 'Yes' (unselected) and 'No' (unselected). A green 'Save and continue' button is visible, along with links for 'Return to this application later' and 'Show and edit answers'.

Step 4: Enter your nationality and place of birth as it appears on your passport

Step 5: Select no to this question:

The screenshot shows a question titled 'Previous evidence of English language ability'. The text asks: 'Have you provided evidence of your English language ability in a previous application? You must have provided evidence that you either:'. A list of criteria follows: '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', and 'have an English GCSE, A level or Scottish National 4 or 5, Higher, or Advanced Higher qualification'. There are two radio buttons: 'Yes' (unselected) and 'No' (selected). A green 'Save and continue' button is at the bottom.

Step 6:

The screenshot shows a question titled 'Spoken language preference'. The text asks: 'We may have to talk to you about your application. Which language would you prefer to use?'. There are two radio buttons: 'English' (selected) and 'Other' (unselected). A green 'Save and continue' button is at the bottom.

This question asks about the language to be used if the Home Office interview you. As a student, you should enter English here

Step 7: English language ability

English qualification from a UK school

Do you have an English language or literature qualification from a UK school?

This must be from a school you attended when you were under 18. You will need to provide your exam certificate.

You can use a GCSE, A level, National 4 or 5, Higher, or Advanced Higher qualification.

Yes No

Save and continue

Enter 'No' here.

English language assessment

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

[See the Register of Student sponsors](#) 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'.

Yes No

Cardiff university is a Higher Education Provider with a track record of compliance.

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?

Yes No

Save and continue

Please check your CAS.

If your CAS states that Cardiff University have assessed you English, answer 'Yes'.

If your CAS states that a Secure English Language Test (SELT)is needed (e.g. IELTS), enter 'No'. You will need to submit your SELT with your supporting documents.

Step 8: You will be asked to enter details about your dependant family members (usually children). You must enter this information if they are travelling with you or not. Please enter exactly as it appears in their passport/ ID document.

Please note: If your family (spouse and children) will be applying with you as dependants, you will not be able to add them to this application form. You will need to fill out a separate form for each family member.

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People financially dependent on you

Does anyone rely on you for financial support?
Include both those travelling with you and those who are not.

This could include:

- children under 18
- children over 18 who live with you at home
- children who you look after all the time
- older relatives who need you for accommodation or other support

Yes No

[Will these dependants be included in my application?](#)

Save and continue

Step 9:

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Give details about your first parent

Give details about 2 of your parents.

[What if I do not have my parents' details?](#)

What is this person's relationship to you?

Mother

Father

Given names

Family name

If they do not have both a given and family name, enter their name(s) in the Given names field.

Date of birth

Enter your parents' details exactly as they appear in their passports. It does not matter which parent you put first.

If you only have one parent, please select 'What if I do not have my parents' details' and the option below will appear. Select this option

[What if I do not have my parents' details?](#)

I only have the details of one parent

Step 10: You will be asked to enter details about family members in the UK.


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Family who live in the UK

Do you have any family in the UK?

This includes:

- immediate family - such as spouse, civil partner, parents or children
- grandparents or grandchildren
- your spouse or civil partner's family
- your child's spouse, civil partner or partner
- your partner, if you have lived with them for 2 out of the last 3 years

Yes No

Save and continue

About your relative

Their relationship to you

Given names

Family name

Country of nationality

What permission do they have to be in the UK?

Ask your relative for the answer if you do not know it.

- They have a temporary visa
- They are in the UK permanently
- They do not have a visa and are not in the UK permanently
- I cannot contact my relative

If you are not in contact with your relative in the UK, you can indicate this here

Step 11: If you are travelling independently and being met by a representative from Cardiff University this is not travelling as a group. In most cases you will answer 'No' here.

The screenshot shows the 'Application' step of a visa application on the GOV.UK website. The page title is 'Travelling as part of an organised group'. The question asks: 'Will you be travelling to the UK as part of an organised group? This include travel companies or sports, work, or study groups.' There are two radio buttons: 'Yes' (unselected) and 'No' (selected). Below the question is a green 'Save and continue' button, a blue link 'Return to this application later', and a blue link 'Show and edit answers'.

Step 12: If you are travelling with a friend or family member, enter their details.

The screenshot shows a question: 'Will you be travelling to the UK with someone who is not your partner, spouse, or dependant?'. There are two radio buttons: 'Yes' (unselected) and 'No' (unselected). Below the question is a green 'Save and continue' button.

Step 13: If you added a family member in the UK, you will be asked if you are staying with them. If you did not enter any family members, this question will not appear.

The screenshot shows the 'Staying with family' section of the application. The question is: 'Who will you be staying with in the UK? Choose only one person if your family lives at the same address. If you will not be staying with family, click 'save and continue''. There is a list of options with checkboxes: 'My brother' (checked and circled in orange), 'My sister', 'My parents', 'My grandparents', 'My aunt or uncle', 'My cousin', 'My friend', 'My partner', 'My spouse', 'My dependant', and 'I will be staying with another family member (for example an aunt, uncle or cousin)'. Below the list are 'Save and continue' and 'Cancel' buttons. A blue arrow points from a text box to the 'My brother' option. The text box contains: 'If you will not be staying with your family member, leave the box/boxes here empty and click 'save and continue''.

Step 14: Answer about your accommodation in the UK

GOV.UK Visas and Immigration Jane Doe

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Accommodation in the UK

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

Yes No

[Save and continue](#) [Cancel](#)

[Return to this application later](#)

[Show and edit answers](#)

If you have not yet arranged accommodation enter 'No'. It is fine if you do not yet have a UK address. You will be asked to provide details about your accommodation arrangements on the next screen. Please enter the details that you are able to; an example is provided below

If you have already arranged accommodation enter 'Yes'. You will be asked to provide your UK address on the next screen.

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Accommodation plans in the UK

Where do you plan to stay in the UK?

Give as much detail as you can - such as in a hotel, with friends or in private housing.

415 characters remaining of 500 characters

[Save and continue](#)

[Return to this application later](#)

[Show and edit answers](#)

Step 15: The next questions are about your travel history to the UK. Please answer these as accurately as you can.

Step 16: You will be asked if you have applied for UK visa in the last 10 years. Answer accurately.

UK visa applications

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

Yes No

Save and continue

Step 17: The next questions will be about your international travel history. Tell the Home Office how many times in the last 10 years you have travelled to any of the countries or travel areas listed. Enter the countries you have visited from most recent to least recent.

Next, declare if you have visited any other countries (not those previously listed) in the last 10 years. Answer all questions as accurately as you can.

Step 18: Enter your planned travel details. This should be as accurate as possible. However, you are not advised to book flights before you receive your visa.

Please note the information about why this information is important:

▶ [Why is this information important?](#)

If your application is successful, you will be granted a visa to enter the UK. The visa will only be valid for entry to the UK for 30 days. If your visa expires before you travel to the UK, you will have to apply for a replacement visa.

After you arrive in the UK, you will collect a [biometric residence permit](#), which will show that you have permission to remain in the UK.

Currently visa vignettes are issued for 90 days. This may change at short notice. If you are applying for a visa to cover the pre-sessional course only, your visa vignette will cover the entire duration of the course.

Step 19: You will be asked several questions about any problems with your immigration history to the UK and elsewhere. Please ensure that you answer truthfully and accurately.

Immigration history

Coronavirus (COVID-19): Disruption to this service

Many of our UK Visa Application Centres (VACs) are temporarily closed. Some UK Visa Application Centres are resuming services where local restrictions allow. Services will reopen in phases. To check if a centre near you is open, contact:

- [TLS contact](#) if you are in Europe, Africa and parts of the Middle East
- [VFS global](#) for all other countries

There are changes at the border because of coronavirus (COVID-19). [Check what you need to do before you travel.](#)

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

[Save and continue](#)

Step 20: Answer questions about criminal convictions in the UK or any other country, and about war crimes and terrorist activities. Again it is important that you read each point and answer all questions honestly.

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Convictions and other penalties

At any time have you ever had any of the following, in the UK or in another country?
Only select one answer at a time. If you need to give more than one answer, you can do so on another page.

A criminal conviction

A penalty for a driving offence, for example disqualification for speeding or no motor insurance

An arrest or charge for which you are currently on, or awaiting trial

A caution, warning, reprimand or other penalty

A civil court judgment against you, for example for non payment of debt, bankruptcy proceedings or anti-social behaviour

A civil penalty issued under UK immigration law

No, I have never had any of these

You must tell us about spent as well as unspent convictions.

[Save and continue](#)

Step 21: You will be asked about whether you have been employed by a list of particular employers. Declare whether you have previously worked for any of the organisations listed.

If relevant, give details including name of employer, dates worked, job title and brief description

Step 22: The next details are about the University and your course.

Please enter the details exactly as written on your CAS.

The screenshot shows the 'Sponsor licence number and address' section of a GOV.UK application. The page has a navigation bar with steps: 1. Start, 2. Application (highlighted), 3. Documents, 4. Declaration, 5. Pay, 6. Download and print. Below the navigation is a 'Back' link. The main heading is 'Sponsor licence number and address'. A sub-heading states: 'This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.' The form contains several input fields: 'What is your sponsor licence number?' with the value 'NB0C74WCX' (highlighted with a blue arrow); 'Sponsor's address' with three stacked fields: 'Cardiff University Registry', 'McKenzie House', and '30-36 Newport Road'; 'Town/City' with the value 'Cardiff'; and 'Postcode' with the value 'CF24 0DE'. At the bottom of the form is a green 'Save and continue' button, a link 'Return to this application later', and a link 'Show and edit answers'.

This is the unique reference number for Cardiff University. You must ensure this is correctly entered.

If you have been issued a CAS for a different university, not Cardiff, you will not be able to use this CAS to apply for a visa to join us. You must get a CAS issued by Cardiff University and use this to apply for your student visa.

Step 23:

Place of Study

The screenshot shows the 'Place of Study' section. It asks 'What type of sponsor will you be studying with?'. Below the question is a link: 'The Register of Student sponsors sets out what type of sponsor each institution on the register is. A Higher Education Provider with a track record of compliance will have the status 'General Student Sponsor – Track Record''. There are seven radio button options: 'Independent School', 'Higher Education Provider', 'Higher Education Provider with a track record of compliance' (which is selected with a blue arrow), 'Overseas Higher Education Provider', 'Publicly Funded College', and 'Private Provider'.

Cardiff University is a Higher Education Provider with a track record of compliance

Step 24:

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Primary site of study

Is this the site where the majority of your study will take place?

Cardiff University Registry
McKenzie House
30-36 Newport Road
Cardiff
CF24 0DE

Yes No

[Save and continue](#)

[Return to this application later](#)

[▶ Show and edit answers](#)

Click 'Yes'

Step 25:

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UCAS details

Did you apply for your course through UCAS?

Yes No

[▼ What is UCAS?](#)

The Universities and Colleges Admissions Service (UCAS) is an organisation whose main role is to operate the application process for British universities. Most undergraduate and some postgraduate students apply to universities through the [ucas.com](#) website.

[Save and continue](#)

[Return to this application later](#)

[▶ Show and edit answers](#)

Most Undergraduate students (Bachelors) will apply through UCAS, so click 'Yes' if this applies and provide your UCAS personal identification number.

Most Pre-sessional English and Postgraduate students (Masters, PhD) will apply directly to Cardiff University and can click 'No' to this question.

Step 26: Academic Technology Approval Scheme

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Academic Technology Approval Scheme (ATAS)

Students of certain sensitive subjects, knowledge of which could be used in programmes to develop weapons of mass destruction or their means of delivery, will need to apply for an ATAS certificate before they can study in the UK. You can [find out if you need an ATAS certificate here](#).

Do you need to obtain permission from the ATAS?

Yes No

What is your Academic Technology Approval Scheme (ATAS) reference number?

This is the reference number on the ATAS clearance certificate issued to you by the Foreign and Commonwealth Office.

Save and continue

[Return to this application](#)

▶ [Show and edit answers](#)

Pre-sessional English students with a CAS for Pre-sessional only will not need an ATAS certificate. If you have a combined CAS for pre-sessional and your main course of study, you will need to provide your ATAS clearance certificate when you make your visa application.

Your CAS will state whether your course needs an ATAS clearance certificate.

Please note that if your course *does* require an ATAS clearance, you will need to have this before you can submit a visa application. Further information regarding ATAS and the application procedure can be found in our 'Guide to applying for a student visa from overseas' and on the [ATAS webpages](#)

If ATAS applies, click yes and enter the ATAS reference number.

Otherwise click 'No' and continue.

Step 27:

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Future official financial sponsor

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

Yes No

What is an official financial sponsor?

Examples of an official financial sponsor include the UK Government or your home Government, a university, or an international company or organisation. Examples of support may include a scholarship, internship, fellowship or training programme.

Save and continue

Please note the description of an official financial sponsor. Only if you are being sponsored for your studies by such an agency, enter 'Yes' here.

If you or your parents are paying for your studies, then you are not financially sponsored. Enter 'No' here.

Step 28: You will find all the course information listed on your CAS email. Please enter it accurately here.

Course information

Name of sponsor institution (school/college/university)

Course name

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, [find out what qualification levels mean here](#) or ask your sponsor institution.

IMPORTANT: your CAS will list the level of your course as an NQF number, e.g. NQF 7. The form will have this listed as RQF number. Therefore, if your CAS states NQF 7, select the option with RQF 7 from the dropdown menu.

Course start date
Provide the start date of your main course of study, but do not include any other courses you may be taking before.
Enter date in the format DD MM YYYY

Day	Month	Year
23	09	2019

Course end date

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Enter the course dates here using your CAS.

Start dates will differ by course, so make sure you are aware of when your course will start and when you are required to be in the UK

Step 29:

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Accommodation payments

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

This is only money paid to your sponsor. For example, this does not include money paid to a private landlord or housing organisation.

Yes No

[Return to this application later](#)

Only answer 'Yes' here if you have paid for accommodation DIRECTLY to Cardiff University.

You will only be able to deduct a maximum of £1265 for accommodation from your living expenses, even if you have paid more.

If you will be living in private halls (e.g. Liberty Living) or in private accommodation you must enter 'No' here, even if you have made payments.

Step 30: Enter information regarding your course fees. This can be found on your CAS.

If you have paid money towards tuition fees, make sure that this is stated on your CAS statement. If not, contact the [Student Visa Compliance Team](#) **before** submitting your visa application and ask that your CAS is updated with the course fees you have already paid.

It is important that you have this as evidence of any payments made. If it is omitted your visa could be refused due to insufficient funds.

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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.

£

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.

Yes No

Save and continue

If you have not paid anything towards your fees, enter 'no' here.

Enter 'Yes' only if you have made payment and it is stated on your CAS. You will then enter the amount you have paid.

Step 31:

Application - Student L... x

Home Office (GB) <https://visas-immigration.service.gov.uk/next>

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Student Loan

You must show that you have enough money to cover your course fees and living costs. [Read the guidance](#) to find out how much money you need to show and what documents you can use as evidence.

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

Yes No

Have you already received your student loan?

Yes No

Save and continue

If you are receiving money as a **STUDENT LOAN**, provide details here.

If you or your family have taken out private loans, this is not relevant here.

Step 32: The following questions are regarding the money that you must show for your studies. The Home office are very strict on the financial requirements and you must ensure that you meet them fully


You will need to show that you have held the following money for 28 consecutive days immediately before you submit your visa application.

Course length	Amount to be shown
Less than 9 months	Full course fee +£1,023 for each month of course length
More than 9 months	1 st year course fee + £9,207 (£1,023 x 9 months)

Any money you have paid towards your tuition fees can be deducted from the required total amount of money you have to show. You can also deduct a maximum of £1,265 for money paid to Cardiff University for accommodation (money paid to private landlords will not count). To prove the amounts you have paid you will need to provide an original paper receipt or the amount paid must be shown on the CAS statement.

If you are financially sponsored for your fees and the full maintenance amount, you will not need a bank statement. Your financial sponsor will issue you with a sponsor letter.

Further information regarding the financial requirements for a student visa can be found in our [‘Guide to applying for a student visa from overseas’](#)


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Maintenance funds

You must show that you have enough money to cover your course fees and living costs. [Read the guidance document](#) to find out how much money you need to show and what documents you can use as evidence.

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

Yes
 No

[Save and continue](#)

If you are providing bank statements in support of your application that are in your own name, or if you are sponsored for your studies and the letter is in your name, enter ‘Yes’ here.

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Maintenance funds

You must show that you have enough money to cover your course fees and living costs. [Read the guidance document](#) to find out how much money you need to show and what documents you can use as evidence.

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

Yes No

Are you relying on money held in an account under a guardian(s) name?

Yes No

Do you have permission from your parent(s) or legal guardian(s) to use this money?

Yes No

How can you prove they are your parent(s) or legal guardian(s)?

Birth certificate

Adoption certificate

Court document

[Save and continue](#)

If you are providing bank statements in YOUR name, enter 'YES' here.

If you are providing bank statements in your PARENTS' name, enter 'No' here

If supported by your parents, you will need to provide the documents listed here in addition to your parents' bank statements.

Further details regarding this can be found in our ['Guide to applying for a student visa from overseas'](#)

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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:

Maximum of 1,000 characters

[Save and continue](#)

[Return to this application later](#)

[Show and edit answers](#)

Step 33:

If you wish to clarify any details about your application you can do so here. You do not have to write anything in this section.

When everything is complete, hit 'Save and continue'

Step 34:

You will now see a summary page of all the information entered. It is important that you check this carefully. If anything is incorrect, return to that section and correct it. When you are happy that everything is accurate and complete, click 'continue'.

Step 35:

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Documents showing the required maintenance funds

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

For information on how much money you need to show, [refer to the guidance document here](#).

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

If your money is held in a different country, you can check whether your bank is on the [list of acceptable and unacceptable financial institutions here](#).

Financial institution (such as a bank or building society)

Type of document

Statements from a personal bank or building society account

Building society passbook

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

Enter the name of your or your parents' bank here. Select the type of document you will submit. In most cases this will be 'statements...'

If you are sponsored, you will still be asked to complete this page. Enter the name of your sponsor in the box and select 'letter..'

If you are a national of one of the countries listed in [Appendix Student \(paragraph 22.1\)](#) ('low risk' countries) and are applying in that country, you will qualify for the Differentiation Arrangement

You will not have to provide your financial and academic documents at the point of application. While you do not have to provide them, please make sure that you have them available. The Home Office reserve the right to request this information. If they exercise this right, you must be able to provide the required documents within a short timeframe.

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Documents

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 Jane Doe from China

Other documents

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

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

If you provided any qualification documents to your sponsor for them to issue your CAS, you must submit these documents (originals and translations). For example, you might have sent your sponsor your original certificate of qualification or transcript of results.

Your checklist will have a list of other documents you might want to send in. You can print off the checklist and appointment details when you have finished your application.

Tuberculosis test results

You may need to be tested for tuberculosis (TB). If your test shows that you do not have TB, you will be given a certificate which is valid for 6 months from the date of your x-ray. Include this certificate with your UK visa application. [Check](#) if you need to get tested.

[Save and continue](#)

Tick off all of the documents in the list (and ensure that you have originals of all of them that meet UKVI requirements) and hit 'Save and continue'

Certain nationals will require a TB test certificate as part of their application. To check if this applies to you, you can click on the link within the form here.

Click 'save and continue'. Next, you will see the list of documents again. Check that everything is correct before clicking 'Continue'

Please note: the list here is incomplete. You must ensure that you have all of the required documents to apply for your visa. You can check this by referring to our document ['A guide to applying for a student visa from overseas'](#) or the [Home Office Policy guidance for student applications](#)

Step 37: Confirm that you understand and accept the conditions, as listed below:

Conditions

If your application is successful, there will be conditions on your visa or leave to remain. This will include, for example, whether you are able to work in the UK.

If you stay in the UK without permission:

- You can be detained
- You can be prosecuted, fined and imprisoned
- You can be removed and banned from returning to the UK
- You will not be allowed to work
- You will not be able to rent a home
- You will not be able to claim any benefits and can be prosecuted if you try to
- You can be charged by the NHS for medical treatment
- You can be denied access to a bank account
- DVLA can prevent you from driving by taking away your driving licence

I confirm that I understand and accept these conditions

[Save and continue](#)

Step 38:**Declaration**

I agree to the [terms and conditions](#).

I understand that if false information is given, the application can be refused and I may be prosecuted, and, if I am the applicant, I may be banned from the UK.

I confirm that:

- I am the applicant aged 18 or over
- I am the applicant aged under 18
- I am the parent or legal guardian of the applicant who is aged under 18 and completing and submitting the form on their behalf
- I am submitting the form on behalf of the applicant

[I accept the above](#)

Read the declaration carefully and click the button to confirm that you 'accept the above'.

Please note: You must accept the conditions written here to proceed with your application.

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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](#)

[Go to IHS website](#)

[Save and continue](#)

[Return to this application later](#)

The form is now complete and the next step is to pay for the Immigration Health Surcharge (IHS). Further information regarding this can be found in our '[Guide to applying for a student visa from overseas](#)' .

Click 'Go to IHS website' and complete all steps to make your payment. After you complete payment, you will be directed back to this application form to pay for the application.

Step 40: You will then be returned to the application form. You will need to select where to collect your BRP card when you arrive in the UK. You can use the University's Alternative Collection Location (ACL) code to have your BRP processed by the University. If you do not use the University's ACL then you will be able to collect your BRP card from a local Post Office.

ACL Code: 2HE562

Collecting your biometric residence permit (BRP)

You must collect your [biometric residence permit](#) (BRP) within 10 days of arriving in the UK. This is a card that shows your right to be in the UK.

You can collect your BRP from a UK Post Office of your choice. [Find more information](#) about locations and opening times of UK Post Offices. You can collect your BRP from a different collection location, if your sponsor has provided you with an Alternative Collection Location (ACL) code.

- Collect from a UK Post Office
- Collect from an alternative location

Your BRP collection location

If you want to collect your BRP from a different location, select 'Collect from a UK Post Office' and enter a different postcode.

Enter your ACL code

2HE562

Confirm location

Save and continue

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Choose a service

Select a service from the options below

Standard service : pay within 15 working days

Priority service : pay front of the queue for within 5 working days

Super Priority service : join the front of the queue

Choose the service that you wish to use. Options available may vary in different countries.

Please take note of the processing time for your chosen route and ensure you allow enough time to receive your new visa.

UK Visas and Immigration will contact you if it will take longer to process your application. This might happen if:

- your supporting documents need to be verified
- you need to attend an interview
- your application is complex

[Save and continue](#)

[Return to this application later](#)

Step 42: Choose your VAC from the list shown. You will be able to schedule your appointment slot on the next screen

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Choose a Visa Application Centre

You will need to visit this centre so that your application can be processed.

Step 43: The final step will be to pay for your application using your credit or debit card.

Please ensure that you download and print the generated documents once payment is complete and take these with you, along with your supporting documents to your VAC appointment.

Step 44: Attend your appointment and await the outcome.

Assistance from us beyond this point is limited. You will need to attend the appointment as scheduled with all of your supporting documents and wait for your application to be processed. Details of application processing times in your country can be found here:

<https://www.gov.uk/visa-processing-times>

Important Note About Your Supporting Documents:

Please use the [Student Route Caseworker Guidance](#) to ensure that you meet the requirements for all documents. Please be aware that the Home Office make frequent changes and you should always refer to current Home Office information and read the full guidance provided:

<https://www.gov.uk/student-visa>

If you encounter difficulties, contact us for advice on how to proceed:

studentconnect.cardiff.ac.uk



Immigration advice and services regulated

by the Immigration Services Commissioner

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The government makes changes to the immigration rules and procedures on a regular basis, so it is important that you check the current guidance and rules when applying for a visa. For further information visit [UKCISA](#) and the [Home Office](#) websites