



# HOW TO APPLY FOR A TIER 4 STUDENT VISA FROM YOUR HOME COUNTRY

## I. DOES YOUR COURSE REQUIRE ATAS?



If so, this will be a condition of your offer. Apply online for ATAS no more than 6 months before the date you will apply for your visa. Check if ATAS is required by visiting:

<https://www.gov.uk/academic-technology-approval-scheme>

## 2. PREPARE BANK STATEMENTS

As soon as possible, begin preparing the relevant sum of money in a bank account in your name / your parent's name. You will need to have this money in your account for at least 28 consecutive days, with the 28th day being no more than 1 month before your visa application date.

More information here: <https://bit.ly/2EAMcEw>



## 3. ACCEPT OFFER, COMPLETE ALL OFFER CONDITIONS AND OBTAIN CAS NUMBER



The Confirmation of Acceptance for Studies (CAS) number is an electronic reference number which you will need in order to apply for a Tier 4 visa. You will receive your CAS by email.

## 4. DO YOU NEED TO TAKE A TB TEST?

Check if a TB test is required for you by visiting: <https://www.gov.uk/tb-test-visa>



## 5. MAKE ONLINE APPLICATION THROUGH THE VISA4UK WEBSITE



<https://www.gov.uk/tier-4-general-visa/apply>

Refer to our help guide to completing the online form:

<https://bit.ly/2H7Wnm8>

Indicate that you wish to collect your BRP at Imperial College by entering the code 2HE497 in the "Alternative Location" box of the BRP Collection section of the application form. You will then pay the Immigration Health Surcharge and the application fee.



## 6. BOOK APPOINTMENT AT VISA APPLICATION CENTRE, AND ATTEND APPOINTMENT

You'll need to have your fingerprints and photograph (known as 'biometric information') taken at a visa application centre as part of your application. You will submit your supporting documents and passport. (Alternatively, you may have to post these documents after your biometrics have been taken.)



## 7. VISA IS GRANTED / REFUSED

If your visa application is refused, contact us immediately and email us a copy of the refusal notice. Our details are below.

If your visa is granted, please scan and upload it to your student e-service.

## 8. COLLECT SUPPORTING DOCUMENTS, CHECK VISA DETAILS AND TRAVEL TO THE UK ON/AFTER THE "VALID FROM" DATE ON YOUR VISA

Your supporting documents will either be returned by post, or awaiting collection at the Visa Application Centre. Check that all of the details on your visa sticker and visa decision letter are correct. Please note that your entry clearance visa sticker will only be valid for 30 days. If you have any questions, please do not hesitate to contact us. Our details are below.



## 9. COLLECT BIOMETRIC RESIDENCE PERMIT (BRP)

Your BRP is your full UK visa card.

It is likely you will be collecting your BRP from Imperial College. If so, instructions on how to collect your BRP will be emailed to you once your BRP has arrived at Imperial.

If you are not collecting your BRP from Imperial College, then you will need to go the Post Office named in your visa decision letter.

# DOCUMENT CHECKLIST

- Passport(s)
  - TB test certificate (if required)
  - ATAS Certificate (if required)
  - Scholarship Letter (if applicable)
- Bank Statement as proof of funds held in a UK or overseas bank account for at least 28 days.
  - If you are using parents' bank statements, you will need additional documents: birth certificate, letter from your parent(s) – these need to be translated into English
- Original evidence (final transcript / certificates) of previous qualifications (English language only if on a pre-sessional course)

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[www.imperial.ac.uk/study/visas](http://www.imperial.ac.uk/study/visas)  
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