Student Route Application Guide

This document will assist you in completing the online Student Route visa application form for an application made in the UK.

If you are applying in the UK under the Student Route, you must speak to an adviser in the International Student Support team. **Our team offers a Checking Service to help eliminate any errors and avoid the possibility of refusal of your visa.**

You can also choose to have your new BRP delivered to our office for collection.

Please email our team at international@imperial.ac.uk if you have a query or to arrange an appointment.

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**Contact Details**

International Student Support  
Level 3, Sherfield Building  
Imperial College London  
South Kensington Campus  
London SW7 2AZ

Email: international@imperial.ac.uk  
Website: www.imperial.ac.uk/study/visas

The Student Visa application form is accessible from the gov.uk website at the following link https://www.gov.uk/student-visa/extend-your-visa.

Follow the screens below to get started creating your online application. Once you have entered your email address and created your password you will be sent an email with a direct link to your application form. Should you log out and wish to resume your application later please return to that link in the email.

**Making changes to your application**

On each screen there will be a link at the end of each section called ‘Show my answers’. You can click on this and all completed answers will be shown, and you can make amendments.

**eVisas and Digital Immigration**

The UKVI is moving towards a more streamlined digital immigration system that will be available to certain nationalities. Currently, this is available to EU/EEA/Swiss nationals and will be rolled out during 2022 to include non-visa nationals. A list of visa nationals can be found in the Immigration Rules – if your nationality is listed as a visa national you are not
currently eligible for digital immigration. Visa nationals will still be issued with a physical visa in the form of a Biometric Resident Permit (BRP).

The application will be different for those applying under the digital route, the application will start on the GOV.UK website by creating a UK Visas and Immigration account and then you will be asked to download the ‘UK Immigration ID Check’ app to verify your identity and complete the application. To use the app, you will need your Biometric Residence Card or Permit (BRC/P) if given one for your most recent grant of leave.

EU/EEA/Swiss nationals can use their biometric passport to verify their identity on the app. When the visa is granted it will be digital, so no Biometric Resident Permit (BRP) will be issued. Anyone unable to use the ‘UK Immigration: ID Check’ app, will need to visit a UKVCAS Centre to complete the application process and will be given further instructions on how to book a biometrics appointment.
Please choose YES

Other Home Office applications

Do you currently have an application with the Home Office for leave to remain for which you have not yet received a decision?

If you have submitted any other applications to the Home Office which have not yet been decided then submitting this application varies those previous applications. This means that only this application, which you are now completing, will now be considered.

Please choose NO

Register an email
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.

Emails sent to this address may contain personal sensitive information. We will send a verification email to this email address. This email address must be verified by clicking the link in the verification email before the application can be submitted.

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

Enter your email address and create a password to create your account.

Click ‘Save and continue’.

On the following screen you will be notified that you have been sent an email to verify your account. Please verify now and complete the email registration process.
Immigration adviser

Do you have an immigration adviser based in the UK?

Immigration advisers can advise you on matters relating to immigration and citizenship. For more information, click here.

☐ Yes  ☐ No

Say NO above.

In the following sections please enter the relevant information

Check your answers

Please click ‘Continue’.

Applicant

Please click on ‘Answer questions about this applicant’ to proceed with the form.

Your name

Any other names

Contact email

Telephone number
Postal address

Provide your postal address

We may use this address to send sensitive personal information and important documents such as your biometric residence permit. If we can't contact you by email, we will use this postal address. We may use this address for correspondence about your application and may use you to contact you about your immigration status after your application has been decided.

You must notify us immediately if your postal address changes. Find out how to update your details here

Enter a UK postcode

Find UK address

Enter address manually
Is this where you live?

Yes  No

If you wish for your BRP to be sent to Imperial College for collection, please provide our address as your postal address as follows:

Post code: SW7 2AZ
Click on ‘Enter address manually’

Enter the address on each line as follows:

International Student Support
Imperial College c/o Robbie Bennett
Rm 301 Sherfield Building

Then provide the address where you are living

In the following sections please enter the relevant information

Gender and relationship status

Nationality, country, and date of birth

Passport

ID Card – provide details if you have a National ID in your home country

Other nationalities – if you hold another nationality please provide the details
Your current UK immigration status

Do you currently have a visa or leave to remain?

☐ Yes  ☐ No

Save and continue

If you are applying within the UK you need to apply whilst your current visa is still valid.

Select type of visa from the drop-down menu

Provide details of current visa

Revocation, cancellation or curtailment

Your most recent leave

YES

If you are currently in the UK on a Tier 4 visa.

NO

Select NO if you hold any other type of visa which is not Tier 4.

Police registration

During your current or last grant of leave in the UK, were you required to register with the police?

Certain nationalities are required to register with the police as a condition of their leave. If this condition applied to you, you will have been instructed to register with your local police station when you were granted your last period of leave in the UK. The requirement to register with the police may also feature on your visa or your Biometric Residence Permit, if you are required to have one.

☐ Yes  ☐ No

Save and continue

Only nationals of certain countries are required to register with the police. It will say on your visa “required to register with police within 7 days” or some variation. Please refer to the Immigration Rules Appendix 2 provided on the Home Office website for a full list of nationalities that are required to register with the police.
The online form should automatically detect if you are a national of one of these countries when you entered your nationality details previously.

Students with a Police Registration Certificate (PRC) must ensure that it is up-to-date and reflects the current address where you are currently living. You can update your address on your PRC at any local police station.

**Time in the UK**

**Provide parents details**

**Biometric residence permit (BRP)**

Do you have a biometric residence permit?

- Yes, I have a biometric residence permit
- No, I had a biometric residence permit for my most recent leave, but I do not have it now
- No, I did not have a biometric residence permit for my most recent leave

**Save and continue**

Select YES if your visa has been issued in the format of a Biometric Residence Permit (BRP). See image below for an example of what a BRP looks like:

![BRP example](image-url)

If you do not have a visa in the format of a BRP then please select one of the NO options which is appropriate to your circumstances.
Where your visa is in the format of a BRP you will now need to provide the permit number. This can be found in the top right hand corner of the BRP card.

**National Insurance number**

Please note that you are not automatically given a National Insurance number. You would have had to apply for an NI number through your local Job Centre and is required when working. If you have been issued a National Insurance number please enter the number, otherwise check the box that says:

- **What is your current National Insurance number?**
  
  Example QQ 12 34 56 C

- **I do not have a National Insurance number, or I have a temporary one**

**UK Driving licence**

**World Travel History**
English language

If you are a national of a majority English speaking country (e.g., Australia, Jamaica, the United States) as defined by the Home Office in the Student Route Policy Guidance, then the application form will automatically filter out this section on English language and your application will continue from the question on ‘Public funds’.

**Previous evidence of English language ability**

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

☐ Yes ☐ No

[Save and continue]

If you are currently on a visa where you previously had to meet the English language requirement you must choose YES.

**In the following sections please enter the relevant information**

- **Immigration history (visa refusals, deportations)**
- **Break UK law**
- **Medical treatment**
- **Public funds** – the answer to this should be NO as anyone on a visa would not be entitled to public funds.
- **Local Care Authority**
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. You must tell us about any absolute or conditional discharges you have received for an offence.

You must be truthful in this section, if you do not tell the truth then this will be treated as fraud by the UK Government and could lead to your visa being revoked.

If YES to any of the above, provide details

In the following sections please enter the relevant information

War Crimes

Terrorist activities, organisations, and views

Extremist organisations and views

Person of good character

Employment history
Please enter the information as above

In the following sections please enter the relevant information

Place of Study

Choose ‘Higher Education Institution with a track record of compliance’

Primary site of study

If you will not be based at the South Kensington Campus then please enter the correct campus where you will be based: [https://www.imperial.ac.uk/visit/campuses/](https://www.imperial.ac.uk/visit/campuses/)

UCAS Details

**Undergraduate:** All undergraduate applicants must select YES to this question and provide your UCAS personal identification number.

**Postgraduate:** Answer NO to this question as Masters and PhD students do not apply through UCAS.
**Academic Technology Approval Scheme (ATAS)**

Certain courses require you to apply for and be granted an Academic Technology Approval Scheme (ATAS) certificate before you are issued with a CAS number. Applicants who require ATAS would have been made aware of this requirement at the offer stage.

Where ATAS is required you must indicate YES and then provide the 6-digit reference number on the certificate.

*Note that an ATAS certificate expires 6 months after it is issued: if yours is several years old, you MUST apply for a new one.*

If you do not have your ATAS certificate, then please speak to an adviser in the International Student Support team.

You can read more about ATAS on the [Imperial College](https://www.imperial.ac.uk) website including some FAQ’s.

Please visit the Foreign and Commonwealth website to access the [online ATAS application form.](https://www.fco.gov.uk/)

You can find your CAH code by searching for your course title in the search function on the main Imperial website – the course information page will have a section on ATAS.

**Financial sponsor**

Where you have been financially sponsored under a scholarship or bursary currently or within the past 12 months then you must answer YES to this question.

If you are not in receipt of any scholarship or bursary then answer NO.

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**Current or past official financial sponsor**

Are you currently receiving money from an official financial sponsor - or have you received money from an official financial sponsor in the past 12 months?

- 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]

If you are receiving a scholarship or bursary for your continued studies or your new course of study, please select YES and then provide details of how you will show evidence of this funding.
You must select YES to this question even if you are only being partially funded for your studies.

If you are going to be receiving an Imperial funded scholarship please ask the adviser to add this information to your CAS.

**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?

Save and continue

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

- [x] Yes
- [ ] No

- [ ] What is an official financial sponsor?

If you are being wholly sponsored by an official financial sponsor how will you prove it covers you and your dependants?

- [ ] My Student sponsor has confirmed this information on my CAS
- [ ] Letter of official financial sponsorship
- [ ] I am not being wholly sponsored

Save and continue
Course information

If you are not applying to be a Student Union Sabbatical Officer select NO. You will now be asked to select your level of study from the drop-down menu as shown on the following screen.

Select your level of study as follows:

- 3-year Undergraduate course (RQF 6);
- 4-year Undergraduate course eg MEng and MSci (RQF 7);
- Masters (RQF 7) and
- PhD (RQF 8)

Then enter the title of your course of study.

Name of sponsor institution (school/college/university)
Imperial College London

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.

Are you going to be a student union sabbatical officer?
- What is a student union sabbatical officer?

Yes  No

Save and continue

Course Dates

Doctorate Extension Scheme

Only select YES if you are a PhD student who

- has completed their viva,
- has submitted their final corrected thesis and
- is applying for this special 12-month work visa.

This work visa route is only available to PhD students.
If you are a PhD student and you are extending your visa to complete your course of study you must select NO to this question.

All other students will answer NO to this question.

Accommodation payments

Answer NO, Imperial does not add accommodation payments to the CAS

Course fees

If you have paid all or some of your fees this can be updated on the CAS. Please check with the adviser.

Enter the total amount of your tuition fees as stated on your CAS. Visit the Imperial website for further information on UG Fees and PG Fees.

If you have not paid any money towards your fees, then please select NO.

Student loan
Maintenance funds

If you are applying for permission to stay in the UK as a Student and have already been living in the UK with a Tier 4 or Student Route visa for 12 months or more on the date of application, you will automatically meet the financial requirement and do not need to show funds for any new application.

If you do not meet this requirement, you will need to have held a set amount of funds for 28 days in the same way as an applicant applying outside UK.

Please ensure you read the UKVI Guidance on the Student Route carefully. This contains all the information about the Route, the eligibility requirements, and the supporting documents.

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 your parent(s) or legal 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
Confirmation of Acceptance for Studies

Once you have received your CAS number you can select ‘Yes’ and copy and paste the CAS number into this section.

New students

If you are starting a new course of study at Imperial you will be able to find your CAS number in your My Imperial page.

Continuing students

Continuing students will be issued a CAS in pdf format. If you are applying from within the UK then your CAS will be emailed to the ISS team and you will receive the CAS information when you attend your appointment with an adviser.

Summary page

An opportunity to review your answers then click ‘Continue’

If you need to add any dependants you can do this now

Additional applicant

To add another applicant, select their relationship to you.

I would like to add a:

Add this applicant

PLEASE STOP WHEN YOU GET TO THE DOCUMENTS PAGE

Do not go any further. Your application will be checked at your appointment with an adviser.