

Visa application form guide

Inside the UK

This guide is designed to provide guidance for University of Exeter students, aged 16 or over, to apply for a Student visa from inside the UK. For dependants click [here](#) for further information.

You will be able to save your application and come back to it at another time if you need to (click 'Return to this application later'). If you are inactive for 25 minutes you will be automatically logged out.

IMPORTANT

Answer each question fully and truthfully. Failure to declare something on your form will be seen by UKVI as deception and will result in this application (and possibly future applications) being refused. Providing the correct information will not automatically lead to a refusal. If you need advice about your specific situation, [contact us](#).

Setting up your application form

Click [here](#) to start

- 1. Where are you planning to live?**
Select 'England, Scotland, Wales or Northern Ireland'
- 2. Do you have a current EU, EEA or Swiss passport?**
If you have one of these passports choose 'Yes' otherwise choose 'No'
- 3. Do you have a valid UK biometric residence permit (BRP)?**
If you have a valid BRP choose 'Yes' otherwise choose 'No'
- 4. Is your name on your biometric residence permit the same as on your current passport?**
Answer 'Yes' or 'No'
- 5. Is your name on your biometric residence permit the same as on your current passport?**
Choose 'Yes' or 'No'.

Depending on your answers to the questions above, you will either be led to a webpage with the heading '**Check you can use the app**' or '**Student**'.

If you are led to the page titled '**Check you can use the app**' you will be asked to check if you can use the '**UK Immigration ID check**' app to verify your identity.

We highly recommend using the app to start your application form and scan your BRP card. If your phone doesn't work, ask to borrow a friend's phone. No information is stored on the app or the phone after you close it.

If you use the app, you will NOT need to attend a biometric appointment as your biometrics will be re-used. To proceed using the app, click '**Continue**' and then '**Create an account**' or '**Sign in**' if you already have one.

If you are led to the page titled '**Student**', you will be redirected to the version of the application form that allows you to book a biometric appointment once you have submitted the application.

Scroll down and click '**Apply now**'. The questions in this guide will be in a slightly different order but we still recommend that you use it. **Go to page 4 of this guide.**

Create a UK Visas and Immigration Account

- Select '**Me**' and click '**continue**'
- Enter your given name and surname as they appear on your passport
- Enter your country of nationality
- Enter your BRP details
- Enter your date of birth
- Enter your email address. A security code will be sent here, so make sure you have access.
- Use the code sent to your email to verify your email address. It will be sent from `uk.visas.and.immigration.home.office@notifications.service.gov.uk`. The code is only valid for 10 minutes, so be quick!
- Enter your mobile number, and again a code will be sent from 'GOVUK'. Verify the code on the application form.
- Allow someone else access to your application if you wish. Again, you will need to verify their details.
- Confirm your details, and lookout for the green 'Account created' box.

Sign into your UK Visas and Immigration Account

- To sign in to your account use your BRP number, date of birth and a security code sent to your phone or email address.
- Download the 'UK Immigration: ID Check' app to continue
- Once you have verified your details on the app, you can log back into your application on your computer to continue with the application.

IMPORTANT

If you start using the app but have trouble completing the tasks, please contact [International Student Support](#) for further guidance.

Part 1

Identity and contact

The information you provided when using the 'UK Immigration: ID check' app will be included in the 'Confirm your identity' section of the form.

Immigration adviser details

Answer '**No**' to having an immigration adviser, unless you are receiving advice from a registered Immigration Adviser outside of the University.

Contact Preferences

Indicate whether you are happy to be contacted on the email address and phone number you provided when you created your account, or whether there is a different email address you would prefer to be contacted on.

Enter the University's address as your postal address to have your BRP card sent to the University. You'll need to enter the appropriate University postcode (see below) and then click '**enter address manually**' to enter the address correctly.

Exeter Campuses:

Amelia Mansfield ISSO University of Exeter
The Innovation Centre, Rennes Drive
Exeter
EX4 4RN

Penryn Campus:

C/O Natalie Battelle
International Student Adviser
Post Room, Penryn Campus
Treliever Road
Penryn
TR10 9FE

Other names and nationalities

Any other names?

Answer '**Yes**' if you have ever been known by another name to the one that you have already provided on your application, and provide the details.

Your identity card

If you have a valid national identity card, enter the details here, even if you are unable to present your card. If you don't have a national identity card, click '**No**'.

Your other nationalities

If you currently hold, or have previously held, any other nationalities or citizenships you should enter the details here.

Part 2

Prepare application

People applying with you

If you have anyone applying with you (for example your spouse), provide their details here. There is a separate application form for Dependant partners to complete [here](#).

Your Location

Enter '**United Kingdom**'. If you are not physically in the UK, you will need to [complete a different form](#). Please refer to our 'Applying outside the UK' application form guide instead.

Personal Details

Passport Details

Select the sex which is on your passport/travel document and provide your passport details.

Do you live at this address?

If you entered the University's address in the 'contact preferences' section, you will need to tick 'no' here. You can then provide details of your current address.

About your home

If you rent a house or apartment from a private landlord or landlady, select '**I rent it**' and enter your landlord or landlady's details. You should be able to find these on your rental contract/tenancy agreement.

If you live in University-managed accommodation or another privately managed student accommodation block, select '**Other**' and type '**student accommodation**' and the address of your accommodation.

If you have not arranged permanent accommodation yet and are living in a hotel or short-term rental while you seek longer term accommodation, select '**Other**' and enter your current place of accommodation.

Address History

You will then be asked whether you have lived at any other addresses in the past two years. Provide details of ALL addresses that you have lived at in the past two years, both in the UK and overseas. Be as accurate as possible with the dates, but an approximate is fine.

Family and Relationships

Your relationship status

Answer the question about your relationship status. If applicable, provide details of your partner. If you have been previously married or in a civil partnership, tick 'yes' to this question and provide the details.

Your parents' details

Answer the questions about your parents' names, dates of birth and nationalities in full. Once you have completed details of your first parent, you will then be able to add your second parent's details.

Travel History

How long have you lived in the UK?

Calculate how long you have lived in the UK.

Time spent outside the UK

Here, you will need to indicate any time that you have spent outside the UK for longer than two weeks since you started living here. The information should be as accurate as possible, but approximate dates are fine.

You can only list one country in each trip entry, so if you travelled to more than one country in a single trip, provide the details of the countries and travel dates in the free text box.

Travel to Australia, Canada, New Zealand, USA, Switzerland or European Economic Area

Indicate how many times you have travelled to Australia, Canada, New Zealand and the European Economic Area. Details about which countries are members of the EEA can be found [here](#). You will then need to provide details of your trips, including dates and your reason for travel.

Have you been to any other countries in the past 10 years?

Here, you should provide details of all travel history that has not yet been declared in the previous two questions.

Medical Treatment in the UK

Answer the questions about any previous medical treatment you have had in the UK. Choose 'no' if you registered with a doctor but never received medical treatment. Choose 'yes' if you've ever had an appointment with or been treated by a doctor/nurse at a doctor's surgery or clinic, health centre, walk-in centre or hospital.

You should answer the question about whether you were asked to pay for your treatment. This does not include charges for prescriptions or treatment from the dentist. If you didn't have to pay for treatment, you will be asked to provide details.

You may find these details helpful:

Student Health Centre

Reed Mews
Streatham Drive
University campus
Exeter
EX4 4QP

NHS walk-in centre

Unit 4
31 Sidwell Street
Exeter
EX4 6NN

Penryn Surgery

Saracen Way
Penryn
TR10 8HX

NHS walk-in centre

Wonford Hospital
Exeter
EX2 5DW

**Royal Devon & Exeter
Hospital**

Barrack Road
Exeter
EX2 5DW

Falmouth Health Centre

Trevaylor Road
Falmouth
TR11 2LH

UK National Insurance Number

If you have a UK national insurance number, click **'Yes'** and provide the number. You can find your national insurance number listed on your payslip.

Public Funds

If you answer **'Yes'** to having received public funds within the UK, you will be asked to provide further details.

Driving License

Answer the question about whether you hold a UK driving license. If you answer **'Yes'**, you will be asked to provide your driving license number.

This is the long number on the front of the card, and will look something like this: MORGA657054SM9IJ. If you have a provisional license, you can also include the details here.

Immigration permission

Provide details of your current immigration permission to be in the UK, and select the type of visa you currently hold. You'll notice that there is no option for 'Tier 4', so if you currently hold a Tier 4 visa you should select the option for **'Student general'**.

Provide the start date of your current immigration permission. If you have a BRP please use the 'issue date' on the front of your BRP, NOT the start of the entry clearance vignette in your passport.

IMPORTANT

You must submit your application before your current visa expires. If you are close to this date, or if this has passed, you must [contact us](#) as soon as possible for advice.

Criminality

Previous visa refusals

You need to declare all and any visa refusals for any visa and any country, regardless of the reason for the refusal. Selecting 'yes' will allow you to provide more details about what happened in a free text box. You can add multiple immigration problems.

IMPORTANT

You need to answer all the questions in the visa application form, including this section, truthfully.

Listing details in this section of the form will not automatically mean your application is refused. However, failing to be truthful will likely result in refusal.

Breach of UK Immigration Law

Selecting 'yes' will allow you to provide more details about what happened in a free text box.

Convictions and other penalties

You need to declare any convictions or penalties received in any country. Selecting an option from the list directs you to another page with a free text box where you can add further details.

Remember, this question is not solely regarding criminal convictions and includes issues such as driving offences or cautions. Read the list in full and [consult an adviser](#) if you are unsure.

War crimes; terrorist activities, organisations and views; extremist organisations and views

Read the definitions and confirm that you have read and understand the guidance. If you answer 'yes' to any of the questions, you will be provided with an opportunity to supply more details.

Person of good character

If you answer 'yes' to any question, you will be provided with an opportunity to give more details.

Employment History

If you have worked in any of the types of organisations listed, you can provide further details about your role, including the name of your organisation and the dates of your employment.

Study details

CAS number

Enter the CAS number listed on your CAS statement. You must use a new CAS for each visa application. If you have not received your CAS statement yet, save the form and come back to it later as you will not be able to progress any further.

Type of sponsor

Select 'Higher Education Provider with a track record of compliance.'

Sponsor license number and address

Student Sponsor license number:
3FMMCWWY2

Address of sponsor (use the same address for all campuses):

University of Exeter
Northcote House
Queens Drive
Exeter
EX4 4QJ

Primary site of study

Streatham Campus: Select 'yes'.
St Luke's, Penryn or Truro Campus:
Check the details on your CAS statement and edit if necessary.

Name of Sponsor institution: University of Exeter

Course name:

Enter your course name as it appears on your CAS statement.

Qualification you will get:

This is the RQF level listed on your CAS statement.

Sabbatical officer:

Answer 'no' unless you are an elected Students' Guild Officer.

Course Dates:

Enter your course dates exactly as they appear on your CAS.

Official Financial Sponsorship

Have you received money from a financial sponsor for either this current year or the past year?

If you are currently sponsored by your government, an international company or university, or you have been in the past 12 months, you should tick 'yes'. You may need to show a letter from your sponsor giving permission for you to continue your studies in the UK.

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

If you are sponsored by your government, an international company or university, you can tick 'yes' and select how this will be evidenced. You will need to select 'Letter of official financial sponsorship' unless you are sponsored by the University of Exeter and this is detailed on your CAS. Your parents do not count as official financial sponsors.

Course Fees

The course fees must match the amount written on your CAS statement.

If you have made a tuition fee payment, choose 'yes' to the question which asks whether you or your parent(s)/legal guardian(s) have paid any of your course fees. This brings up further options to confirm how much has been paid, and whether this has been confirmed on your CAS, or by receipt.

Remember to ensure your CAS is up to date if you have recently paid money towards your tuition fees.

If you are submitting your application with International Student Support and have your payment receipt available during the appointment, the adviser will be able to update the fees on your CAS.

Student Loan

Confirm if your funds are in the form of a student loan. If you choose 'yes' you will be asked if you have already received this loan.

Scholarships

Answer the question about whether you hold a Fulbright, Marshall, Chevening, or Commonwealth scholarship.

English language ability

Do you have a medical condition which prevents you taking the English language test?

If you select 'yes' to this question, you will need to provide some evidence of this.

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

Only choose 'yes' if you are extending your visa for your current programme. Everyone else should choose 'no'.

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

Only answer 'yes' if you attended secondary school in the UK.

If you answer 'no' you will be presented with a screen which asks whether the University has assessed that you meet the English Language requirement. Select 'yes' if this is stated on your CAS.

The University of Exeter is a Higher Education Provider with a track record of compliance.

Account security questions

You will need to select three security questions to answer. You will need to use these answers to access your account if you forget your password.

STOP here and [book an appointment](#) with International Student Support.

Before your appointment, you will need to have the following ready:

- Your application log-in details
- A credit or debit card to pay for your application
- Scans of all your supporting documents saved to a folder on your desktop

DO NOT COMPLETE THE DECLARATION BEFORE YOUR APPOINTMENT

During the appointment:

- We will check your application form and supporting documents.
- You will pay and submit your visa application online.

If you choose to submit your own application, you should follow the instructions listed on the online application form and [contact us](#) if you have any questions.

New students will need to present evidence of their visa submission at their [International Student Clearance](#) appointment.