Student visa application form guide **Outside** 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 outside 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 can 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?**
   Choose **'**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' and go to page 2 of this guide.** Otherwise choose '**No' and continue below.**

Create a UK Visas and Immigration Account

If you answered **'No'** to Question 2, you will be directed to select a country to provide your biometrics. Check that you can attend a Visa Application Centre to provide biometrics.

Click on Apply Now
• Enter a valid email address and create a secure but memorable password.
• Confirm this email address belongs to you. You can add an additional email address if you wish.
• Enter your contact phone number and confirm if you use this number in and outside of the UK. You will be asked if you are able to be contacted by telephone.
Go to page 3 of this guide.

Create a UK Visas and Immigration Account
(EU, EEA & Swiss nationals)

If you answered '**Yes'** to Question 2, you will be directed to use the '**UK Immigration ID Check**' app to verify your identity. If your phone does not support this, try to use a friend or family member's phone. No data is stored on the device, and it makes the application much easier.

Follow these steps if you have access to a compatible phone and have a passport with a biometric chip:

- Click '**Create an 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 passport 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 look out for the green '**Account created**' box
- To sign in to your account use your passport 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 should be redirected to the application form to answer the questions. **Go to page 3 of this guide.**

If you do not have a biometric passport select **'No'** to '**Does your passport have a biometric chip?**' or if you do not have a phone that can use the ID Check app, click on the link '**I do not have a phone that can use the app**'.

In both cases you will be directed to select a country to provide your biometrics. **See second box on page 1**.

Answering the questions

Please note that the exact order of the questions may vary according to your answers to the questions on page 1 of this guide.

Scholarships
Only answer '**Yes**' if you have a Fulbright, Marshall, Chevening or Commonwealth scholarship.

Do you have a Confirmation of Acceptance for Studies (CAS) number?
Select '**Yes**' and enter your CAS number. Do not apply before you are issued with a CAS number, or your application will be refused.

Personal details
Fill in your personal details.
You can add details for multiple nationalities and passports that you hold. Enter details of your national identity card which you should be able to present if requested. If you don't have one, click '**No**'.

Have you provided evidence of your English language ability in a previous application?
Choose '**Yes**' if you are a continuing student and extending your visa for your current programme. Everyone else should choose '**No**'. Indicate which is your preferred spoken language. Answer the question about English language qualifications from a UK school. All students: select '**Yes**' to the question 'Are you coming to the UK to study at a higher education provider with a track record of compliance?'

All students: select '**Yes**' to the next question '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?'

People financially dependent on you
Answer the questions about those who rely on you financially for support. Include those who will not be travelling to the UK. Remember any dependants joining you in the UK must apply for their visa separately.
Answer questions about your parents and any family in the UK, and your travel plans.

Do you know where you will be staying in the UK?
Answer '**No**' if you don't know. It's ok if you don't know exactly where you will be staying, but you will still need to give an indication of where you plan to stay in the free text box (for example University halls of residence, private accommodation etc). Answer '**Yes**' if you do know where you will be staying and give details about the address you plan to stay at. You can add multiple places.

Have you been to the UK in the past 10 years?
If you answer '**Yes**' you will be asked to provide further details including how many times you have been to the UK in the past 10 years (if you are unsure you can provide an estimation); the reason for your visit, dates and duration.

Have you been issued with a UK visa in the past 10 years?
Answer '**Yes**' if you have made any previous visa applications for the UK, whether they were successful or not. You will be asked to provide the date and result of your application.

Travel to Australia, Canada, New Zealand, USA, Switzerland or the European Economic Area in the last 10 years
Indicate how many times you have visited these countries. If you have visited multiple countries, select '2 to 5 times' or '6 or more times'.
You will be asked to provide the details of your two most recent visits; which country you visited and the purpose, date and duration of your visit.

Have you been to any other countries in the past 10 years?
If you answer '**Yes**' you will be asked to provide the details; country and purpose and dates of your visit for each of your visits.

Your planned travel information
Enter the date you plan to arrive in the UK. This will help determine the start date on your entry clearance vignette (visa sticker in your passport) or your digital visa. For courses longer than 6 months, your visa can be valid from 1 month before the course start date on your CAS.

Immigration history and breach of UK immigration law
Selecting '**Yes**' will allow you to explain more details of what happened, including a free-text box. If you think this applies to your situation, contact our team for further advice.

Convictions and other penalties, war crimes, terrorism, extremism, person of good character and employment history
Include information for ANY country not just those from within the UK. Selecting an option from the list directs you to another page or free text box where you can add further details. If you think this applies to your situation, contact our team for further advice.

IMPORTANT
You can add multiple immigration problems. Listing details of an immigration problem will not automatically mean your application will be refused. Failing to list a refusal will likely mean you are refused.

Answer the questions truthfully and read the definitions and statements very carefully before you answer.

Sponsor licence number – add the University's sponsor licence number: **3FMMCWWY2**.

Sponsor's address – add the university address below. Use the same address for all campuses: **University of Exeter, Northcote House, Queen's Drive, Exeter, EX4 4QJ**.

Place of study – what type of sponsor will you be studying with? Select '**Higher Education provider with a track record of compliance**'.

Primary site of study – Streatham campus – select '**Yes**'. St Lukes, Penryn or Truro campuses: select '**No**' and add the address from your CAS statement.

UCAS details – Click '**Yes**' for undergraduate courses and provide your UCAS number, otherwise select '**No**'.

Academic Technology Approval Scheme (ATAS) – if your course requires ATAS select '**Yes**' (it will say on your offer letter if your course requires ATAS – you will have already provided your ATAS certificate to get your CAS). Enter your ATAS reference number. Otherwise select '**No**'.

Will you be receiving money from an official financial sponsor for your continuing studies?
If you are sponsored by your government, an international company or university you can tick '**Yes**' and select how you will evidence this. You will need to select '**letter of official financial sponsorship'** unless you are sponsored by the University of Exeter and the details of your sponsorship are listed on your CAS. Wholly sponsored means your sponsorship covers your *full* tuition fees *and* living expenses.

Course information
Use your CAS to help you answer the following questions:

Name of sponsor institution (school/college/university) - **University of Exeter**

Course name – Enter your course name as it appears on your CAS

Qualification you will get – Enter the RQF level listed on your CAS. On the application form it will include the SCQF level, for example RQF7/SCQF11.

Student Union Sabbatical officer – Answer '**No**' unless you are an elected Guild, or Students' Union President.

Course dates – enter your course start and end dates as they appear on your CAS statement.

Accommodation payments – only payments to the University of Exeter can be included here. Private accommodation payments **cannot** be included. If you choose '**Yes**' you will need to provide further information; amount paid and evidence of payment either on your CAS or if you will provide receipts. You can deduct a **maximum of £1,334** of any money you have paid for university accommodation from the total amount of living expenses you need to show.

IMPORTANT
Ensure your CAS is up to date if you have recently paid any money towards tuition fees or university accommodation.

Course fees – the course fees must match the amount on your CAS. If you have made a tuition fee payment, choose '**Yes**'. You will then need to enter the amount you have paid.

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 the loan. See our Money page for details.

Maintenance funds - Are all of the maintenance funds required for this application in a bank account with your name on it? You can find out about the maintenance (also known as living expenses) requirement here.

If the money is being held in your bank account select '**Yes**'.
If the money is being held in your parent(s) or guardians' bank account, select '**No**' to the first question and '**Yes**' to 'Are you relying on money held in an account under your parent(s) or legal guardian(s) name?' You will then need to confirm that you have permission to use the money from this account and confirm the evidence you will provide to show that you can prove they are your parent(s) or legal guardian(s).

If you are wholly sponsored by an official financial sponsor and you have confirmed you will either provide a letter from your sponsor or the details of your sponsorship or studentship are detailed on your CAS, select '**No**' to both questions.

IMPORTANT
You cannot use money in a bank account in any other family members' name.

Additional information about your application – use this free text box to add anything additional you would like to be considered as part of your application. Click '**Save and continue**' and review your answers.

IMPORTANT
Carefully check your answers. You can go back and edit anything you need to at this stage. It is important you provide full and truthful information.

Documents

Tick each box to confirm that you will provide each document. You may be asked to clarify which financial documents you plan to use to show the required maintenance amount. You can add multiple types of documents, and these can also be from multiple financial institutions.

Note – if you are studying a course that is at undergraduate, master's or doctorate level you do NOT need to provide evidence of your qualifications (certificates or transcripts) with your Student visa application. This is because the University of Exeter is a Higher Education Institution with a track record of compliance. Some students may find that qualifications are listed on their document list. You will need to tick the box in order to proceed but you do NOT need to provide them with your application.

Not every document you will need to present at your visa appointment (if applicable) will be listed here. See our Document list to ensure you include everything.

IMPORTANT
Carefully prepare your documents. The most common reason for a refusal is due to financial evidence submitted. Check our website carefully to ensure your documents meet *all* of the requirements.

Conditions and Declaration

Read these sections carefully before confirming. This is the last point at which you can edit your answers. Carefully review your answers before you move on to pay the Immigration Health Surcharge.

Immigration Health Surcharge (IHS)

Much of this page will be pre-populated from your application form but you will need to:
• Add where you are planning to stay – answer '**No**' to staying on the Isle of Man, Jersey or Guernsey
• Add your title
• Enter your course start and end date as it appears on your CAS
• Answer the additional questions about the course – check the course level (RQF level) and course length on your CAS.
• Read and agree to the declaration

The payment summary screen should present the amount due in your local currency. Proceed to payment. Note that the amount you need to pay is the equivalent of £776 per person per year of your visa - to see how long your visa will be granted for, see the key facts section here. You will be charged £388 for any part of a year under 6 months and £776 for any part of a year over 6 months.

Biometric Residence Permit (BRP) collection location

We strongly advise you choose to have your BRP delivered to the university. This ensures we can safely store your card ready for collection. You can do this by entering the correct address and checking the generated 'Alternative collection location' (ACL) code for your campus.

Exeter based courses (Streatham and St Luke's campuses) enter:

University of Exeter Streatham campus
Immigration Compliance Unit
Innovation Centre Reception
Rennes Drive
Exeter
EX4 4RN

Alternative Collection Location code: 2HE342

Cornwall based courses (Penryn and Truro campuses):

C/O Natalie Battelle
International Student Advisor
Post Room
Penryn Campus
Treliever Road
Penryn
TR109FE

Alternative Collection Location code: 2HE347

Download and print

Once you have paid the IHS and application fees and you have selected your appointment time, date and location, your application form is complete, and you will be returned to the '**Download and print**' screen.

You should download and print the '**Supporting Documents**' list and the application form to take with you to your appointment. We would also recommend that you save PDF copies for future reference as you may not be able to access these later.

Questions

If after following the advice in this document you still have questions, first try our Student visa guide on our website. If you still do not know the answer, please contact the International Student Support team at visaadvice@exeter.ac.uk.