



## Making an In-Country Student Visa Application

You may need to extend your visa by applying under the new Points-Based System Student Visa Route (previously known as Tier 4 General) if you are:

- A continuing LSBU student and you need to extend your visa to complete your course (if applicable), or
- A new student at LSBU and you are already in the UK.

## Who can switch into the Student Visa Route category?

In order to apply in the UK, you must already have permission to be in the UK under one of the categories specified in [Appendix ST](#). Please read this carefully as it is not possible to switch into the Student Route from certain visa categories. If you are unable to switch in the UK, you must apply for 'Entry Clearance' from your home country.

[Appendix ST 1.4](#) confirms: An applicant who is in the UK on the date of application must not have, or have last been granted permission:

- Visitor
- Short-term student
- Parent of a child student
- Seasonal worker (your T5 visa falls under this category)
- Domestic worker in a private household
- Permission outside the Immigration Rules

## When can I apply? [Appendix ST 4.1-4.3](#)

- If you are a current student and need to extend your visa to complete your course, it is advisable that you start preparing your documents as soon as possible, but you can only submit your visa application 3 months prior to the start date of the course.
- If you are a new student at LSBU but are already in the UK (and you are eligible to apply in the UK), you will need to submit your visa application and show evidence of this before enrolling on your course. Please note, if there is a gap of more than 28 days between your visa expiry date and the start date of your new course, you must leave the UK and apply from overseas.

*When applying in the UK it is essential that you submit a valid application before your current visa expires. Applicants who submit their application on time may be given the right to submit an Administrative Review if their application is refused. If you apply late you may not be allowed to study and you will have no right to challenge the refusal.*

Updated: December 2020

### Immigration and International Student Advice

Admissions & Recruitment Centre (ARC), Southwark Campus

T: +44 (0)20 7815 7037 / 6156

E: [international.advice@lsbu.ac.uk](mailto:international.advice@lsbu.ac.uk)

W: [www.lsbu.ac.uk/international/visas-and-immigration/advice-team](http://www.lsbu.ac.uk/international/visas-and-immigration/advice-team)



## Can the University help me complete and submit the application form?

The university has a specialist team to check your application. Although you will need to submit your application yourself, you can book an appointment with an Immigration and International Student Adviser who can advise you on your application before submission and check your supporting documents.

You can access the Student route visa application form [here](#).

## How much will my application cost and when will I receive a decision?

Standard service	Priority service	Super priority service
A decision within 8 weeks after attending your biometrics appointment	A decision within 5 working days after attending your biometrics appointment	A decision the next working day following your biometrics appointment
<b>475.00 GBP</b>	<b>975.00 GBP</b>	<b>1275.00 GBP</b>

For all applications you must also provide your biometric information (fingerprints and a photo). The cost of the biometrics is £19.20 and will be included on top of the application fee. The biometrics appointment is booked externally through the UKVI commercial partner Sopra Steria.

## Time cap on study

There is a limit on how long you can study with a Student Visa. Time spent studying in the UK at degree level is limited to five years. If you apply for visa after November 5th 2020, there are no longer any time limits on study at postgraduate level and above. Before issuing you with a CAS the university will assess how long you have studied in the UK to ensure you do not exceed the limit. This is because the Home Office will refuse an application for further leave where it exceeds their limit.

## What Do I Need Before I Apply?

- **Your current passport and visa** and any old passports/visas used to travel to the UK.
- **A Confirmation of Acceptance for Studies (CAS)** this is a virtual document which contains information about you and your course of study. It is provided by the University and is mandatory requirement in order to make a Student visa application. Each number is valid for one visa application.

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- **Evidence of your money.** Applicants submitting their application from 9am November 5th 2020 will automatically meet the financial requirement if you've been in the UK for the past 12 months with valid permission on the date of application. If you don't meet this criteria, the International Advice team will let you know the amount you need to demonstrate for a successful visa application. Please note, applications made after 01.12.2020 will require maintenance fee of £1334 per month up to 9 months.
- If you are currently financially sponsored by a government or an international scholarship agency, or your financial sponsorship ended within 12 months of your application being made, you will also need to provide written consent from your sponsor that they have no objection to you continuing your studies in the UK.
- You must include any **academic qualifications** used to obtain your offer to study at the University if these are listed on your CAS. The official qualification certificate or academic transcript must clearly show:
  - your name
  - the name of the academic institution
  - the title of your qualification
  - course dates
- **Academic Technology Approval Scheme (ATAS) clearance certificate:** The Academic Technology Approval Scheme (ATAS) is designed to check and approve students who will undertake postgraduate studies and research in certain science and technology subjects. You will need to apply for an Academic Technology Approval Scheme (ATAS) certificate if you will study one of the listed courses. You will need to submit your ATAS certificate to support your visa application. Please see our guidance '[Academic Technology Approval Scheme \(ATAS\)](#)' for more details.
- **Police registration certificate:** Nationals of certain countries are required to register with the Police as a condition of their visa. If you have already registered with the Police you must also update your certificate if you change address, changed your passport or extended your visa.

Please see the [Home Office guidance](#) on registering with the [Police and the Metropolitan Police website](#) for further details of how to update your certificate.
- **Immigration Health Surcharge (IHS) reference number:** If you are studying for more than 6 months in the UK you will be required to pay £470 a year. The amount you are required to pay will be calculated automatically according to the amount of time your visa will be valid for. You will be asked to make this payment as part of your online visa application. If you are not required to make a payment you will still need to follow instructions to receive a reference number which will be included with your application. See further information on the [Home Office website](#).

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