

Applying for your student visa within the UK (Permission to Stay)

This document provides on the application for a student visa from within the UK. More detailed information is available on the University's <u>website</u>. You are advised to read the information in full.

Overview of the process

- 1. Create a UKVI account in your web browser
- 2. Prompted to download the app*
- 3. Use the app to scan your BRP
- 4. Continue the visa application on a web browser
- 5. Pay fees (IHS and application payment)
- 6. Submit application
- 7. Upload supporting documents

*Nb. Not all applicants will be able to use the app. When this happens you will need to book an in -person appointment to enrol your biometrics.

To begin the process go to: https://www.gov.uk/student-visa/extend-your-visa

The table below contains answers to frequently asked questions about the visa application form:

Nature of query	Explanation
Where are you planning to live?	You should select 'England, Scotland, Wales or Northern Ireland' in answer to this question.
Immigration advisor	The question asks if you have an immigration advisor based in the UK. Unless you are paying an immigration lawyer for their services you should answer 'no' here.
Student Union sabbatical officer	A sabbatical officer is a full-time officer elected by the members of Students' Union. Select 'no' unless this applies to your circumstances.
National Insurance Number	A National Insurance number is if you wish to work in the UK. You normally need to apply for one.
Qualification you will get	Select your qualification as confirmed in your CAS statement. Your CAS will display this as an RQF level but the drop down will show RQF / SQF levels.
Type of Sponsor you will be studying with	Please select 'Higher Education Provider with a track record of Compliance'.
Identity Card	You must still list the details here if your country issues National ID cards and you have one, although this is not a required supporting document.

Nature of query	Explanation
Address	You need to list the address where you would want receive post (for example, you might want to enter your College address). You're also asked if you live at this address, so here you can select 'no' if this is the case and state you live somewhere else. Normally, only students who will be issued a BRP, rather than a digital status, will receive post following a decision on the application.
Addresses	You can select 'I rent it' if you are in College accommodation and list the College as your Landlord.
Medical Treatment	If you select 'Yes' to receiving medical treatment in the UK, you will be asked for details of each occasion you have received this including the name and address of the hospital, doctor's surgery or clinic you attended. If you cannot recall exact dates and no longer have records, you should complete this section to the best of your ability.
When does your CAS start and end	Please list your course start and end dates as confirmed in your CAS in answer to this question.
Previous Travel History	If you cannot recall exact dates and no longer have records of these visits, you should try and complete this section to the best of your ability, which may require checking your email history or other records.
Sponsor Licence Number	4NUV7KB58
Sponsor Address	The Old Schools Trinity Lane Cambridge CB2 1TN
UCAS	UCAS is an organisation which operates an application process for UK universities. At Cambridge, undergraduate students apply through UCAS. You will need to provide your UCAS personal identification number. Other students will have applied directly and can select 'No'.
The site where the majority of study will take place	The Old Schools address is the location where the majority of study will take place for the purposes of the visa application.
English Language	You can select that your sponsor confirmed on your CAS that you met the required English language level. If you are from an majority English speaking country you will not be asked this question.

Within the visa application form you may be prompted to download and complete 'consent for the Home Office to verify application information'. A summary of who needs to complete and sign each part is outlined below:

- Part One: main applicant to complete and sign.
- **Part Two:** only needs to be completed in the instance that you are providing supporting documents which name others (e.g. joint bank statements with a spouse). The person who is named on the documentation must complete and sign Part Two of the form.
- Part Three: does not apply to student visa applications as student applications cannot have third party sponsors. Official Financial Sponsors such as the Cambridge Trust or scholarship agencies do not need to complete this form.