

# Your responsibilities on a Student visa





### Application of responsibilities

1. The University of Cambridge is licensed by UK Visas and Immigration (UKVI) to act as a visa sponsor for students. The University is considered by UKVI to be a Higher Education Provider with a track record of compliance.
2. If you use the University's Confirmation of Acceptance for Studies (CAS) to apply for your Student visa, you agree to the responsibilities outlined in this document. Not knowing or forgetting these requirements or their consequences is not a justification for not following them. A breach could mean the University is required to inform UKVI and withdraw visa sponsorship, which would have serious implications for your studies and for your continued stay in the UK.
3. If you are a visiting student not affiliated to a College, your host Faculty or Department undertakes the role of the College as described in this document.

### Enter the UK on or after your Student visa start date

4. You must enter the UK within the validity of your Student visa following an entry clearance application from overseas. You cannot enter the UK as a visitor (tourist) earlier than the 'valid from' date on your Student visa and 'switch' from inside the UK. If you enter the UK as a visitor, you will need to leave the Common Travel Area (UK and Ireland) and re-enter to activate your Student visa prior to starting your studies. You will not be permitted to start your course if you are in the UK as a visitor.
5. If you already have a UK visa and apply for your Student visa for Cambridge from overseas, you will need to enter the UK after the new visa becomes valid. You cannot return earlier on your previous visa and 'switch' to the new visa from inside the UK.

### Have your visa checked prior to commencing studies

6. You should plan to arrive in Cambridge ready to start your studies by the course start date. If you arrive after the 'latest start date' as stated in your CAS, you will not normally be able to start your course and your visa sponsorship will be withdrawn.
7. After arrival in the UK and prior to commencing your studies, you must provide evidence of your immigration status to be checked and copied for your student record. It is a UKVI requirement for the University to confirm a student has valid permission to begin their studies in the UK. This check is undertaken by your College, and full instructions on the evidence you will be required to provide will be sent to you by your College prior to you starting your studies. Paragraphs 8 and 9 provide a summary of everything you will need to provide, depending on whether you applied for your visa from outside or inside the UK.
8. If you applied for your Student visa from outside the UK, you must provide the following for your visa check:

- your passport;
  - your entry vignette (unless you are an EEA national);
  - a share code for your College to be able to verify your eVisa online;
  - evidence of when you entered the UK - the date stamp marked on the entry vignette in your passport at immigration control on arrival in the UK or, if you do not have a stamp (for example because you were able to use the eGates), other evidence of your date of entry to the UK (e.g. flight ticket). This is needed as evidence that you entered while your Student visa was valid.
9. If you were eligible to apply for your Student visa from within the UK, you must provide the following for your visa check:
- your passport;
  - either
    - a share code to enable your College to check your new eVisa for Cambridge;
    - evidence of submitting an in-time application for a new Student visa for Cambridge. You must keep your College up to date and send them a new share code to check your eVisa as soon as you receive the outcome of your visa application.
10. You cannot start your course on a pending Student visa application made in the UK if you are switching from a Graduate visa or a High Potential Individual visa – the study restrictions of these visas mean you must obtain your new Student visa before starting your course.
11. If you have completed one course at Cambridge and are continuing to a further degree here, you must apply for a new Student visa no later than six weeks after the new official course start date or before your current permission expires, whichever is earlier. You must provide evidence that you have submitted your new visa application, or received your new visa, within this time frame.
12. It is a UKVI requirement for the University to report any errors identified with your visa, and it is your responsibility to have the error corrected. The International Student Office will contact you if an error is identified following your visa check and can support you with the correction.

## Keep your UK contact details up to date on your record

13. You are required to keep your UK contact details up to date on your student record throughout your studies. This includes both your full residential address and UK telephone number if you have one. You can update your details via CamSIS self-service or by informing your College of any changes.

## Engage fully with your studies throughout your course

14. The University is a residential institution and all full-time students are required to be in Cambridge for their studies, unless they are an undergraduate student on a year abroad as part of their course or a postgraduate student who has approved [Leave to Work Away](#) for activity such as fieldwork.

15. A Student visa is granted for the purpose of study at a specific institution in the UK and requires you to be engaging with studies in person in Cambridge.
16. You must pursue your studies diligently and engage fully with your course. Visa policy defines this as 'actively and consistently' following the course of study for which you are sponsored. This includes attending lectures, classes, seminars, supervisions and other academic activities as is expected by your course.
17. The University is required by UKVI to keep a record of your continued academic engagement with studies as part of its visa sponsorship duties. Your academic engagement will be monitored as follows:
  - For undergraduate and MAST students, your College will monitor and record your engagement with studies.
  - For students on taught Masters and Advanced Diplomas, your Department/Faculty will monitor and record your engagement with studies.
  - For postgraduate research students, the termly reports submitted by your supervisor through the Postgraduate Feedback and Reporting System (PFRS) will be used.
  - For visiting students hosted by a Faculty/Department, your supervisor will monitor your academic engagement, and this will be checked and recorded at specific points during the year.
18. In addition, the academic engagement for students on a Student visa will be monitored and checked by the International Student Office on a termly basis.
19. If a student's academic engagement is not satisfactory, this will be investigated by the College and/or Faculty/Department, and the International Student Office will be notified. A student may be provided with support to re-engage fully with their studies within an appropriate timeframe. If this is not possible, or a student's engagement does not improve after concerns have been raised, a formal University procedure will be initiated such as intermission, capability to study or student discipline depending on the circumstances. A temporary or permanent break in study would then lead to a withdrawal of visa sponsorship.

## Ensure any employment does not breach your visa work conditions

20. A Student issued for full-time study restricts both the number of hours a student can work in the UK and the type of work. If you plan to undertake any work in the UK while on your Student visa, it is essential you read the information about this at [www.internationalstudents.cam.ac.uk/student-visa-responsibilities/working-student-visa](http://www.internationalstudents.cam.ac.uk/student-visa-responsibilities/working-student-visa).
21. A Student visa issued for part-time study does not permit any work to be undertaken in the UK.
22. If you are unsure of the work conditions, you should check with the International Student Office prior to commencing any work, paid or unpaid.
23. The University is required to report to UKVI if it becomes aware a student is breaching the conditions of their visa and withdraw visa sponsorship.

24. Cambridge also has its own restrictions on students working during studies:  
[www.internationalstudents.cam.ac.uk/studying/working-and-studying](http://www.internationalstudents.cam.ac.uk/studying/working-and-studying).

### Report changes in circumstances to UKVI

25. If your circumstances change during your studies, UKVI may need to be informed and there could be implications for your Student visa.
26. Some changes, such as a break in studies or course changes, may need to be reported to UKVI by the University as your visa sponsor and could have implications for your Student visa and/or continued studies. Detailed information on these changes in circumstance and the implications is outlined on our webpages at [www.internationalstudents.cam.ac.uk/changes-circumstances](http://www.internationalstudents.cam.ac.uk/changes-circumstances). If you encounter a change in circumstances during your studies, or think this might be likely, check if there are any implications for your Student visa by contacting the International Student Office.
27. Update the following changes yourself in your UKVI account used to access your eVisa:
- address and telephone number
  - new passport
  - nationality
  - name
  - facial appearance
  - gender
  - date of birth (for example if this is wrong).
28. Report the following changes by completing a change of circumstances form and sending this to UKVI:
- dependent family member details if these change
  - if you separate from your partner
  - if you get a criminal conviction
  - if any children stop living permanently with you.

### Apply for new ATAS clearance if required

29. You may have applied for an ATAS (Academic Technology Approval Scheme) clearance certificate for your course prior to starting your studies. This is required for most postgraduate science and technology courses, but certain nationalities are exempt. You would have been informed if you needed this prior to applying for your visa. Your ATAS certificate is only valid for the research and course details you submitted in your ATAS application, and you must contact the International Student Office if these details change, so that you can be supported in obtaining a new ATAS certificate.
30. You are required to apply for a new certificate:
- if there are any changes to the course content or research proposal. Changes are those other than minor changes to the areas of research or the use of any new research technique;



- if your course end date is postponed by more than 3 calendar months;
- if you are a research student and your Supervisor changes;
- if you wish to change to a new course that requires ATAS clearance.

### Provide any new immigration documentation during studies

31. If you obtain a new passport, you are required to take this to your College promptly for checking so that the evidence can be updated on your record.
32. If you change your UK immigration status during your studies, or if you change your citizenship and intend to reside in the UK with this new citizenship, you must inform the International Student Office. The University is required to report a change in immigration status to UKVI and cease visa sponsorship. You will need to provide a share code as evidence of a new immigration status.

### Adhere to your visa expiry date

33. You must leave the UK by the expiry date of your visa unless you have submitted a visa application to extend your permission in the UK. There is no 'grace period' following the expiry date of your visa. You will become an 'overstay' if you are in the UK the day after your visa expires without having submitted a valid application for further leave or having obtained other valid immigration permission. You cannot switch from your Student immigration permission to visitor status automatically from within the UK.
34. The University cannot allow you to continue your studies as an 'overstay' as you no longer have a lawful status in the UK.
35. If you complete your course on or after the expected date as stated on your CAS, then your visa expiry date does not change. If you complete your course earlier than the end date stated on your CAS, the University is required to report this to UKVI. You will be informed if this applies to you. UKVI will curtail your immigration permission to the standard entitlement period following course completion. In this scenario, if you leave the UK after your permission has been curtailed, or you are overseas at the point when your visa is curtailed, you may not be permitted re-entry to the UK on your Student visa.

### General

36. Visa policy and associated guidance is subject to change. The most up-to-date version of this guide is available online at [www.internationalstudents.cam.ac.uk/student-visa-responsibilities](http://www.internationalstudents.cam.ac.uk/student-visa-responsibilities).
37. The International Student Office has responsibility at Cambridge for ensuring institutional student immigration compliance, and provides a visa advice service for applicants and students. For any queries related to the information in this document, email [international.students@admin.cam.ac.uk](mailto:international.students@admin.cam.ac.uk).