

# Student visa application guide

Guide for Regent's University London students applying for a Student visa from overseas

# About this guide

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This guide is intended to help applicants submitting a Student visa application from overseas. If you are applying for your visa inside the UK, please contact [visas@regents.ac.uk](mailto:visas@regents.ac.uk) to schedule a visa application appointment instead – this guidance will not be right for you.

This document should be used for guidance only. Information provided here is correct at the time it is published (March 2021), however, the UKVI regulations change frequently. We cannot take responsibility for visa applications submitted as a result of this guidance.

Before you start the application, please ensure to familiarise yourself with the information on the Student visa route [provided by the UKVI](#).

If in doubt, please contact Student Immigration Adviser at [visas@regents.ac.uk](mailto:visas@regents.ac.uk).

# Document checklist for overseas applicants

Depending on your nationality, you may not be asked to provide all the documents with your initial application; however, the relevant documentation may still be requested by the UKVI at a later stage. As such, you need to ensure you have all the required documents ready.

- ☒ CAS issued by Regent's University London
- ☒ Valid passport or travel document
- ☒ Academic qualifications and English language: documents listed on your CAS
- ☒ Financial evidence which meets UKVI requirements
- ☒ Birth certificate and parental consent letter, if relaying on funds held in your parents' account
- ☒ Evidence of official financial sponsorship, if you are receiving official financial sponsorship
- ☒ Consent from your official financial sponsor, if you received sponsorship in the last 12 months
- ☒ Tuberculosis certificate, if required (check [here](#))
- ☒ Police registration certificate, if you studied in the UK and had to register with the police
- ☒ Official translation of any documents which are not in English or Welsh
- ☒ Any additional documents required

# Getting started

Visit the [online application form](#).

As shown on the right, to access the application you will need to click the 'Start now' button located under the 'Apply outside the UK' section.

You do not need to submit the application in one go. You can pause it and return to it later using a link you receive via email once you register your email address in one of the first steps in the application.

You will also be able to go back and edit your answers as long as you do not proceed to make any payments. Once a payment has been made, the answers will be locked.

## Apply outside the UK

As part of your application, you'll need to prove your identity. How you do this depends on where you're from and what type of passport you have.

You'll either:

- give your fingerprints and a photograph (biometric information) at a [visa application centre](#)
- use the 'UK Immigration: ID Check' app to scan your identity document - you'll also create or sign into your UK Visas and Immigration (UKVI) account

You'll be told what you need to do when you apply.

Once you've started your application, you can save your form and complete it later.

**Start now >**

# Notes

The question on the right is the first one you will see.

The answer to this question is 'No', as you intend to come to the United Kingdom, not one of the Crown Dependencies – islands off the coast of Great Britain.

## Are you intending to live in one of the Crown Dependencies of the United Kingdom?

The Crown Dependencies are Jersey, Guernsey and the Isle of Man

☐

Yes

☒

No

Continue

# Notes

The next question will ask about your passport.

You will need to answer this question in accordance with your circumstances. If you are an EU, EEA or Swiss national, who has or is eligible for a status under the EU Settlement Scheme, please contact us before proceeding.

What you will see next depends on your answer here. The next pages are for students who answer 'yes'.

If you do not have an EU, EEA or Swiss passport, you will need to answer 'no'.

**If you answer 'no', please move to [page 12](#) of this document.**

## Do you have a current EU, EEA or Swiss passport?

The EEA includes the EU countries and Iceland, Liechtenstein and Norway

☐ Yes ☐ No

**Continue**

This step is only for EU/EEA/Swiss nationals

# Notes

As a part of your application, you will need to confirm your identity.

if you have a passport with a biometric chip and a phone on which you can use the app, you will be able to complete this step online.

Otherwise, you will need to attend an appointment at a visa application centre.

Press “continue” to see how you can prove your identity.

## Confirm your identity

You will need a passport with a biometric chip.

### Scan your passport and upload a photo of yourself

To confirm your identity, you will use the free UK Immigration: ID Check app to scan your passport with a biometric chip and upload a photo of yourself.

If you are applying for someone else, the applicant needs to confirm their identity - you can help them use the app.

### If you cannot use the app to confirm your identity

You will need to go to a visa application centre after you apply instead. Visa application centres are not available in all countries.

Continue

This step is only for EU/EEA/Swiss nationals

# Notes

Have a look at your passport to make sure you answer this question correctly.

Your passport will need to have a biometric chip for you to be able to use the app.

**If it does not have the chip, please answer 'no' and go to [page 12](#) of this document.**

## Does your passport have a biometric chip?

If your passport has a biometric chip, it will have this symbol:

☐

Yes

☐

No

Continue

This step is only for EU/EEA/Swiss nationals

# Notes

If you answered 'yes' to the previous question, you will see instructions on what kind of phone you will need in order to use the app. You can use someone else's phone for this purpose, too.

If you do not have the access to a phone which works with the app, please click on 'I do not have a phone that can use the app' and go to [page 12](#) of this guidance.

Otherwise, please click continue.

## Check you can use the app

You can use the app on:

- an iPhone 7 or newer models
- an Android phone with near-field communication (NFC)

Check the phone's settings to see if it has NFC. The phone has NFC if you can use it to make contactless payments.

### If you do not have a phone

Ask a friend or family member if you can use their phone. No information is stored on the app or phone after you close it.

You do not have to apply on the phone - you can do the rest of your application on your computer or another device.

We will send your decision letter by email – this can be your email or someone else's. You do not use your decision letter to prove your status.

Continue

[I do not have a phone that can use the app](#)

This step is only for EU/EEA/Swiss nationals

# Notes

If you confirmed that you have the required passport and phone type to use the Document checking app, you will now need to create an account with the UKVI, which will allow you to use the app.

You can see a detailed guidance on how to use the app [here](#).

Once you have completed this step, you will be able to proceed with the online application form.

## Create a UK Visas and Immigration account

To use this service, you need to create an account.

Once you have an account, you can use it to confirm your identity, apply and use other Home Office services.

### What you need

You will need your:

- date of birth
- passport
- email address
- phone number

If you need to give someone application access so they can apply for you, you also need their email address and phone number.

### Who can create an account

You can create an account for yourself or someone else in some cases - for example, your young child.

Create an account

We will now continue with the application form for all applicants applying for the Student visa.

If you were able to use the document checking app, some of the questions shown on the subsequent pages may not appear on your application form.

If in doubt, please contact [visas@regents.ac.uk](mailto:visas@regents.ac.uk).

# Notes

You should select English as your language of application. The answers you provide will have to be in English.

## Select your language

You can read the questions in a different language, but your answers must be in English.

All words used in any translation are there to help. The English version of the questions will be used to assess your application.

Please select your language:

- ☐ English - please select your language
- ☐ 简体中文 - 请选择您的语言
- ☐ हिन्दी - कृपया अपनी भाषा चुनें
- ☐ Русский - пожалуйста, выберите ваш язык

# Notes

A long list of visa types will appear.

You need to select 'Student' as your visa type.

## Confirm your visa type

Confirm what type of visa you want to apply for from the options below. If you are not sure, use the [check if you need a UK visa tool](#), or see the [visas and immigration guidance pages](#) for information.

- ☐ Intra-Company Transfer and Graduate Trainee
- ☐ Frontier Worker
- ☐ Short-term student visa
- ☒ Student
- ☐ Child Student
- ☐ Tier 5 (Temporary Worker) visa - Charity Worker
- ☐ Tier 5 (Temporary Worker) visa - Creative and Sporting

# Notes

**\*This step only applies to applicants who were not eligible to use the Document Checking app.**

As a part of the application process (once you submit in the online form), you will need to attend a biometrics appointment at a visa application centre. In this step, you need to enter the country in which you are making your application. This should normally be the country where you live.

## Select a country to provide your biometrics

To complete your application, you must make arrangements to provide your biometrics (fingerprints and facial photograph) with our commercial partner, which may involve attending one of their centres. You will be able to see the options available to you after you have completed your application and continue to our commercial partner's website.

**Enter the country in which you are making your application and wish to provide your biometrics**

► [Can I enter any country?](#)

Next

# Notes

**\*This step only applies to applicants who were not eligible to use the Document Checking app.**

Before confirming that you have checked the available biometric enrolment locations, please click on the link provided on the form – it will take you to the relevant website where you can check this. It is very important that you do so, as you can still change your chosen location at this stage. Once the application is submitted, it will no longer be possible to change the location.

You must [check the available biometric enrolment locations](#) for your country of application. You will not be able to change your country of application after you have submitted your application.

If you have entered a country where no biometric enrolment location is available, then you will be redirected to another country. If it is difficult for you to travel to the redirected country, then you can [change the country where you will be providing your biometrics](#).

## Chile

[Change the country where you will be providing your biometrics](#)



I have checked [available biometric enrolment locations](#) and can travel to a location in my selected country. If no location is available in that country, then I confirm that I can travel to a location in the redirected country.



I am unable to travel to a location in my selected country or, as there is no location available, to the redirected country.

Next

# Notes

An information page will appear. Read the information carefully and if you are ready to proceed click 'Apply now' at the bottom of the page.

---

## Student visa

Use this form to apply from outside the UK for a Student visa.

You cannot add family members ('dependants') to this application. You must complete a [separate form](#) for your dependants.

### Before you apply

Before you start your application, [read the guidance](#) on:

- eligibility
- how to apply and required documents
- fees

How long it takes you to complete the application will depend on your particular situation. You will be able to save your application and come back to it at another time if you need to.

If you are inactive for 25 minutes you will be automatically logged out.

# Notes

You will need to register your email address. This will be the main email address for UKVI correspondence, including informing you of your visa decision – please make sure you enter this correctly.

You will also use this email to log back onto your visa application form.

## Register an email

Enter an email address and password so you can save your answers. You will then be emailed a unique link to let you log back in to your application at a later point, if needed.

Throughout your application, you can select the option to 'Return to this application later' in order to re-send the link to your latest saved application.

Email address

Create a password

Your password must be 8 characters or longer and include a letter and a number or symbol.

Repeat your password

Save and continue

# Notes

You should use your own email address.

---

Who does this email address belong to?



You



Someone else

Save and continue

# Notes

If there is an additional email address you wish to provide, you can provide it at this stage.

---

Do you have another email address?

☐

Yes

☐

No

**Save and continue**

# Notes

Provide your correct telephone number including the country code and answer subsequent questions according to your circumstances.

Provide your telephone number

Only include numbers, and for international numbers include the country code. You will be able to add any additional telephone numbers after you click 'Save and continue'.

Where do you use this telephone number?

You can select more than one option

☐

For use whilst in the UK

☐

For use whilst out of the UK

Select whether this is your home, mobile or work telephone number

You can select more than one option

☐

Home telephone number

☐

Business telephone number

☐

Mobile telephone number

# Notes

If possible, you should be able to receive calls and text messages on the provided number. If you are not able to be contacted in any of the above ways, you will be prompted to explain why.

---

Are you able to be contacted by telephone?

- ☒ I can be contacted by telephone call and text message (SMS)
- ☐ I can only be contacted by telephone call
- ☐ I can only be contacted by text message (SMS)
- ☐ I cannot be contacted by telephone call or text message (SMS)

Save and continue

Cancel

# Notes

You will only answer 'yes' if you have received one of the scholarships listed.

In any other case, answer 'no'.

Do you have a Marshall, Chevening or commonwealth scholarship?

Check the [postgraduate scholarship guidance](#), if you do not know.

☐ Yes ☐ No

Save and continue

# Notes

You must have a CAS number to apply for a Student visa. If you do not provide a valid CAS number, your application will be invalid.

Please make sure to use the CAS number issued for your new course – do not use an old CAS. CAS number will be stated on the CAS letter you received from Regent's.

---

Do you have a Confirmation of Acceptance for Studies (CAS) number?

☒

Yes

☐

No

Confirmation of Acceptance for Studies reference number

Save and continue

# Notes

Your name needs to match the name on your passport.

Enter your name, as shown in your current passport or travel document.

Your given name is usually your first name. Your family name is the surname that is shared by your family. If you have middle names, include these with your given name. If your name has a suffix (e.g. Jr), include this with your given name. If you have a patronymic name include it with your given names. You must tell us all your given names.

Given name(s)

Family name

► [I cannot enter my name using a current passport or travel document](#)

Save and continue

# Notes

Provide any other names you have or have had in the past or select 'no' if you have not had any other names.

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In addition to the names already provided, are you now or have you ever been known by another name?

You must provide all your names. For example, if you changed your name after marriage or have a different name that you use for professional purposes.

☐ Yes ☐ No

Save and continue

# Notes

Answer the questions in accordance with your circumstances.

What is your gender, as shown in your passport or travel document?

☐ Male

☐ Female

☐ Unspecified

What is your relationship status?

▶ [I am unsure of my current relationship status](#)

Save and continue

# Notes

Provide your full address. If it is different to your correspondence address, you will be prompted to provide the correspondence address, too.

Address

Town/City

Province/Region/State

Postal code (if applicable)

Country

Is this address also your correspondence address?

We may use this address to contact you about your application, including after it has been decided.

☐ Yes

☐ No

# Notes

You need to identify how long you have lived at your address. Answer accordingly to your circumstances.

You will need to provide your address history for the last two years.

How long have you lived at this address?

Select a unit of time and enter a value

 

What is the ownership status of your home?

☐ I own it

☐ I rent it

☐ Other

Save and continue

# Notes

It is crucial to provide correct passport details. Double check all the information you enter here.

If you have dual nationality, you must enter here the details of the passport which you are using for the purpose of this application – the same as confirmed on your CAS. You will then be asked to provide the details of your other nationality later in the application.



**You must use your passport or travel document to complete this section.**

Passport number or travel document reference number

Issuing authority

On your passport or travel document this could also be referred to as 'country of issue' or 'place of issue'.

Issue date

Enter date in the format DD MM YYYY

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Expiry date

Enter date in the format DD MM YYYY

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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# Notes

If you have a national identity card issued by your home country or the country of your residence, you will be asked to provide its details. You will normally not be asked to present the card as a part of your application.

Please note that a BRP (Biometric Residence Permit) is not a national identity card.

---

Do you have a valid national identity card?

This includes identity cards, issued from non-UK governments. This does not include driving licences. If you have an internal passport, provide the details here.

☐ Yes ☐ No

Save and continue

# Notes

You will need to provide your nationality and date of birth.

Please make sure the details you enter match the information provided on your passport.

If you have dual nationality, provide the nationality listed on the passport which you use for this application.

## Country of nationality

Enter your country of nationality or citizenship, as shown on your passport or travel document. If you have previous or additional nationalities or citizenships, you will be able to add these later in the application.

## Country of birth

## Place of birth

Enter your place of birth (for example, the city or province), as shown on your passport or travel document.

## Date of birth

For example, 31 3 2020

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Save and continue

# Notes

If you have another nationality or citizenship, you will need to provide the details.

Otherwise, select 'no'.

---

Do you currently hold, or have you ever held, any other nationality or citizenship?

You must provide all the nationalities that you currently hold or have ever held.

☐ Yes ☐ No

Save and continue

# Notes

If you have previously been granted a Student or a Tier 4 visa to study on a course at degree-level or above, you should answer 'yes'.

If this is your first Student visa application or if your previous Student/Tier 4 visa was granted for a course below degree level, you should answer 'no'.

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

You must have provided evidence that you either:

- scored level B1, B2, C1 or C2 on an approved English language test which assessed your reading, writing, speaking and listening skills
- have a degree which was taught in English
- have an English GCSE, A level or Scottish National 4 or 5, Higher, or Advanced Higher qualification

☐

Yes

☐

No

Save and continue

# Notes

As a Student visa applicant, you are expected to be able to discuss your application in English.

---

We may have to talk to you about your application. Which language would you prefer to use?

☒ English

☐ Other

Save and continue

# Notes

If you attended a UK school when you were under 18 and obtained a relevant qualification, you should answer 'yes'.

Otherwise, the answer is 'no'.

---

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

This must be from a school you attended when you were under 18. You will need to provide your exam certificate.

You can use a GCSE, A level, National 4 or 5, Higher, or Advanced Higher qualification.

☐ Yes ☐ No

Save and continue

# Notes

Regent's University London is a higher education provider with a track record of compliance – you should answer 'yes' to the first question.

If your CAS states that the University has assessed your English language ability, you should answer 'yes' to the second question.

Are you coming to the UK to study at a higher education provider with a track record of compliance?

[See the Register of Student sponsors](#) to confirm whether a Higher Education Provider has a track record of compliance. A Higher Education Provider with a track record of compliance will have the status 'Student Sponsor - Track Record'.



Yes



No

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?



Yes



No

Save and continue

# Notes

You will need to answer this question in accordance with your circumstances.

If you answer 'yes', you will be prompted to provide details of those financially dependent on you.

Please note that people you list here will not be added to your application. If they wish to apply for a Dependent visa, they will need to apply separately.

Does anyone rely on you for financial support?

Include both those travelling with you and those who are not.

This could include:

- children under 18
- children over 18 who live with you at home
- children who you look after all the time
- older relatives who need you for accommodation or other support

☐

Yes

☐

No

► [Will these dependants be included in my application?](#)

Save and continue

# Notes

You will be asked to provide details about your parents. You will need to provide their full name, date of birth, and nationality.

If you do not have your parents' details, you will be prompted to provide more information about your circumstances.

**Give details about 2 of your parents.**

▶ [What if I do not have my parents' details?](#)

What is this person's relationship to you?

☐ Mother

☐ Father

Given names

Family name

# Notes

If you have family members in the UK, you will be asked to provide their details.

If you do not have family in the UK, select 'no'.

Do you have any family in the UK?

This includes:

- immediate family - such as spouse, civil partner, parents or children
- grandparents or grandchildren
- your spouse or civil partner's family
- your child's spouse, civil partner or partner
- your partner, if you have lived with them for 2 out of the last 3 years

☐ Yes ☐ No

Save and continue

# Notes

You should normally answer 'no' to this question, unless you are travelling to the UK as a part of an organised group.

---

Will you be travelling to the UK as part of an organised group?

This include travel companies or sports, work, or study groups.

☐ Yes ☐ No

Save and continue

# Notes

You will be asked to provide the details of anyone you will be travelling to the UK with, excluding your partner or dependents.

If you are travelling to the UK alone, you should answer 'no' to this question.

---

Will you be travelling to the UK with someone who is not your partner, spouse, or dependant?

☐

Yes

☐

No

Save and continue

# Notes

If you know where you will be staying in the UK, you will need to provide the full address.

If you do not know exactly where you will be staying, you will then be asked to provide information on where you are planning to stay once you arrive in the UK.

Do you know where you will be staying in the UK?

☒ Yes ☐ No

What address will you be staying at while in the UK?

You will be able to add details of any additional places you will be staying after you click 'Save and continue'

Enter a UK postcode

Find UK address

[Enter address manually.](#)

# Notes

If you answered 'yes' to the previous question, you will see this screen. It will ask you to provide any other addresses you will be staying at, for example, a hotel. This is in case you will not be arriving directly at the address provided in the previous question.

If you will not be staying at any other address than the one provided on the previous page, you should answer 'no'.

Otherwise, answer 'yes' and provide the additional details.

Will you be staying anywhere else in the UK?

This includes staying in:

- a hotel or bed and breakfast (B&B)
- accommodation provided by an employer
- a private home with friends or work colleagues
- accommodation provided by the educational institution where you will be studying
- any other type of accommodation

☐

Yes

☐

No

Save and continue

# Notes

If you have been to the UK within the last 10 years, you must select 'yes'.

If you answer 'yes', you will be prompted to say how many times you have been to the UK within the last 10 years. Please count all your visits within this period.

If you previously held a Student visa and during the period of its validity you entered the UK multiple times, you will only need to list it as one instance – you will then be asked to provide the dates corresponding to the validity of your visa.

You will be prompted to provide further details about your previous visits in the UK. Please answer all questions as accurately as possible.

---

Have you been to the UK in the past 10 years?

☐

Yes

☐

No

**Save and continue**

# Notes

If you have been issued with a UK visa (including a visitor visa, even if this was granted at the UK Border), you will need to select 'yes'. You will then be prompted to provide more details.

Please note that you should answer 'yes' even if you were granted a UK visa but subsequently never travelled to the UK.

---

Have you been issued with a UK visa in the past 10 years?

☐

Yes

☐

No

**Save and continue**

# Notes

Please take some time to reflect on this question and provide as accurate information as possible.

If you have travelled to any of the listed countries, you will then be prompted to provide more details about your travels.

---

How many times have you visited the following places in the past 10 years?

- Australia
- Canada
- New Zealand
- USA
- Switzerland
- European Economic Area (do not include travel to the UK)

► [Which countries are part of the European Economic Area \(EEA\)?](#)

- ☐ Zero
- ☐ Once
- ☐ 2 to 5 times
- ☐ 6 or more times

# Notes

Similarly as with the previous questions, please list your travels to any other countries as accurately as possible.

Please note that this question asks about any remaining countries, so do not include the countries listed in the previous questions.

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

Do not include visits to the UK, USA, Canada, Australia, New Zealand, Switzerland or the European Economic Area.

► [Which countries are part of the European Economic Area \(EEA\)?](#)

☐

Yes

☐

No

Save and continue

# Notes

If the length of your course is more than six months, the earliest you can arrive in the UK is one month before your course start date.

Please provide the planned arrival date as accurately as you can. Depending on where you are from, you may receive an Entry Clearance visa vignette which will be valid for a period of 30 (or 90) days. You will need to enter the UK within that period, or otherwise you will need to apply and pay for a replacement of this vignette.

The validity date on your vignette will correspond to the date you provide as the answer to this question.

If you are an EU/EEA/Swiss applicant, you will normally not receive a visa vignette.

Date you plan to arrive in the UK

Enter date in the format DD MM YYYY

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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► [Why is this information important?](#)

Save and continue

# Notes

You must answer this question truthfully.

If the answer is 'yes', you will be prompted to provide more details. If this applies to you, please provide comprehensive details of what happened.

---

For either the UK or any other country, have you ever been:

- Refused a visa
- Refused entry at the border
- Refused permission to stay or remain
- Refused asylum
- Deported
- Removed
- Required to leave
- Excluded or banned from entry

☐ Yes ☐ No

**Save and continue**

# Notes

You must answer this question truthfully.

If the answer is 'yes', you will be prompted to provide more details. If this applies to you, please provide comprehensive details of what happened.

Have you ever:

- entered the UK illegally
- remained in the UK beyond the validity of your visa or permission to stay
- breached the conditions of your leave, for example, worked without permission or received public funds when you did not have permission
- given false information when applying for a visa, leave to enter, or leave to remain
- breached UK immigration law in any other way

☐ Yes ☐ No

Save and continue

# Notes

You must answer this question truthfully.

At any time have you ever had any of the following, in the UK or in another country?

Only select one answer at a time. If you need to give more than one answer, you can do so on another page.

- ☐ A criminal conviction
- ☐ A penalty for a driving offence, for example disqualification for speeding or no motor insurance
- ☐ An arrest or charge for which you are currently on, or awaiting trial
- ☐ A caution, warning, reprimand or other penalty
- ☐ A civil court judgment against you, for example for non payment of debt, bankruptcy proceedings or anti-social behaviour
- ☐ A civil penalty issued under UK immigration law
- ☐ No, I have never had any of these

# Notes

You must answer this question truthfully and confirm you have read the additional information provided.

You must read all of the information on this page before answering.

▶ [War crimes](#)

In either peace or war time have you ever been involved in, or suspected of involvement in, war crimes, crimes against humanity, or genocide?

☐ Yes ☐ No

☐ I have read all of the information about war crimes, including the guidance

Save and continue

# Notes

You must answer this question truthfully and confirm you have read the additional information provided.

You must read all of the information on this page before answering.

► [Terrorist activities](#)

Have you ever been involved in, supported or encouraged terrorist activities in any country?

☐ Yes ☐ No

► [Terrorist organisations](#)

Have you ever been a member of, or given support to, an organisation which has been concerned in terrorism?

☐ Yes ☐ No

Have you, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to commit terrorist or other serious criminal acts?

☐ Yes ☐ No

☐ I have read all of the information about terrorist activities, organisations and views, including the guidance

# Notes

You must answer this question truthfully and confirm you have read the additional information provided.

You must read all of the information on this page before answering.

► [Extremist organisations](#)

Have you ever been a member of, or given support to, an organisation which is or has been concerned with extremism?

☐ Yes ☐ No

► [Extremist views](#)

Have you, by any means or medium, expressed any extremist views?

☐ Yes ☐ No

☐ I have read all of the information about extremist organisations and views, including the guidance

# Notes

You must answer this question truthfully.

Have you, as a part of your employment or otherwise, undertaken paid or unpaid activity on behalf of a non-UK government which you know to be dangerous to the interests or national security of the UK or its allies?

☐ Yes ☐ No

Have you ever engaged in any other activities which might indicate that you may not be considered to be a person of good character?

☐ Yes ☐ No

Is there any other information about your character or behaviour which you would like to make us aware of?

☐ Yes ☐ No

Save and continue

# Notes

If you have worked for any of the organisations listed here, you will need to select the relevant option.

You will then be prompted to provide more details about your employment there.

---

Have you ever worked for any of the following types of organisation?

Include information for any paid or unpaid work. Select all that apply.

☐

Armed Forces (career)

☐

Armed Forces (compulsory national or military service)

☐

Government (including Public or Civil Administration and non-military compulsory national service)

☐

Intelligence services

☐

Security organisations (including police and private security services)

☐

Media organisations

☐

Judiciary (including work as a judge or magistrate)

☐

I have not worked in any of the jobs listed above

# Notes

The information required on this page is confirmed on your CAS.

Please ensure that you enter the correct information, as shown on the screen.

What is your sponsor licence number?

Sponsor's address

Town/City

Postcode

Save and continue

# Notes

Regent's University London is a Higher Education Provider with a track record of compliance.

What type of sponsor will you be studying with?

The [Register of Student sponsors](#) sets out what type of sponsor each institution on the register is. A Higher Education Provider with a track record of compliance will have the status 'General Student Sponsor – Track Record'.

- ☐ Independent School
- ☐ Higher Education Provider
- ☒ Higher Education Provider with a track record of compliance
- ☐ Overseas Higher Education Provider
- ☐ Publicly Funded College
- ☐ Private Provider

► [What is the difference between a school and a higher education institution?](#)

Save and continue

# Notes

This question asks if most of your study will take place at the address shown – the answer is 'yes'.

Is this the site where the majority of your study will take place?

Regent's University London  
Inner Circle  
Regent's Park  
London  
NW1 4NS

☒ Yes ☐ No

Save and continue

# Notes

You will need to respond accordingly to your circumstances: 'yes' if you submitted your application through the UCAS website or 'no' if you applied through a different channel, for example, directly with Regent's University London or via an overseas agency.

---

Did you apply for your course through UCAS?

☐

Yes

☐

No

▶ [What is UCAS?](#)

Save and continue

# Notes

Next question will ask about ATAS certificate – the answer to this question will be ‘no’, as the courses offered by Regent’s University London does not require an ATAS certificate.

Students of certain sensitive subjects, knowledge of which could be used in programmes to develop weapons of mass destruction or their means of delivery, will need to apply for an ATAS certificate before they can study in the UK. You can [find out if you need an ATAS certificate here](#).

Do you need to obtain permission from the ATAS?

☐

Yes

☒

No

Save and continue

# Notes

This question asks if you are receiving money from an official financial sponsor.

An official financial sponsor can be, for instance, the UK government, your home country government, an international company, or a university.

If you are receiving money from your parents or relatives, this does not count as official financial sponsorship.

If you select 'yes', you will need to specify how you will evidence the sponsorship. If the sponsorship fully covers your course fees and maintenance, you will need to provide an official letter from your financial sponsor.

---

Will you be receiving money from an official financial sponsor for your continuing studies?

☐ Yes ☐ No

▶ [What is an official financial sponsor?](#)

**Save and continue**

# Notes

Your course details must match the details on your CAS.

Qualification you will get is also listed on your CAS. Please pay attention to the acronyms listed – you will need to select the relevant RQF level; for instance, RQF 6 for Bachelor's degree or RQF 7 for Master's degree.

Make sure this matches the information on your CAS.

Name of sponsor institution (school/college/university)

Course name

Qualification you will get

This is the level of the qualification you will receive at the end of your course.

If you are unsure about the level of your qualification, [find out what qualification levels mean here](#) or ask your sponsor institution.

Are you going to be a student union sabbatical officer?

► [What is a student union sabbatical officer?](#)

☐

Yes

☐

No

# Notes

Please ensure the start and end date of your course are exactly the same as the ones listed on your CAS.

## Course start date

Provide the start date of your main course of study, but do not include any other courses you may be taking before.

Enter date in the format DD MM YYYY

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

## Course end date

Day    Month    Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Save and continue

# Notes

This question asks about accommodation payments made to Regent's University London.

You should only answer 'yes' if your accommodation is arranged by the University. This payment should be then also confirmed on your CAS.

In any other case, you should answer 'no'.

Have you or your parent(s)/legal guardian(s) already paid any money to your sponsor for accommodation?

This is only money paid to your sponsor. For example, this does not include money paid to a private landlord or housing organisation. There is a limit on how much of this will count towards your maintenance requirement, and this is set out in the guidance [here](#)

☐

Yes

☐

No

Save and continue

# Notes

Here you will need to write the amount of your course fees for the first year. This will be confirmed on your CAS – please make sure the information you enter here matches your CAS.

If you already paid some or all of your first-year course fees, you will need to confirm how much has been paid. This should be reflected on your CAS. If the amount you paid is different to the amount confirmed on your CAS, please contact us before proceeding.

The amount you enter as fees paid cannot be higher than your first-year course fees. As such, even if you paid more than your first-year fees, you will only be able to provide the full amount of first-year fees in this question.

What are your course fees for your first year?

If your course is shorter than 12 months, state the total course fee. This information is on your Confirmation of Acceptance for Studies (CAS) statement. Alternatively, you can contact your sponsor for this information.

£

Have you or your parent(s) or legal guardian(s) already paid any of your course fees?

Please select No if your course does not have a fee.

☐ Yes ☐ No

**Save and continue**

How much has been paid?

£

How can you prove this amount has been paid?

- ☒ My sponsor has confirmed this information on my CAS
- ☐ Receipts

# Notes

As a part of the application, you need to demonstrate you have access to sufficient funds for your course fees (if unpaid) and your maintenance.

This question asks if you are relying on a student loan to fund your studies. Please answer accordingly with your circumstances.

---

You must show that you have enough money to cover your course fees, and living costs for you and any dependants [Read the guidance](#) to find out how much money you need to show and what documents you can use as evidence.

Are any of the funds required for this application in the form of a student loan?

☐ Yes ☐ No

Save and continue

# Notes

As a part of the application, you need to demonstrate you have access to sufficient funds for your course fees (if unpaid) and your maintenance.

The bank statement which you provide with your application must either be in your name or in your parent's name.

If it is in your name, please select 'yes'. Also select 'yes' if you are fully financially sponsored.

If the bank account is in your parent's name, select 'no'. You will be then prompted to confirm further details.

---

You must show that you have enough money to cover your course fees and living costs. [Read the guidance document](#) to find out how much money you need to show and what documents you can use as evidence.

Are all of the maintenance funds required for this application in a bank account with your name on it?

☐

Yes

☐

No

**Save and continue**

# Notes

If there is anything else you would like to add with regards to your application, you can provide this information here.

This should only be factual information which may help the caseworker assess your application.

---

If you needed to add more information about your application but were not able to, you can write it here.

If there is no further information you want to add, click the 'Save and continue' button.

Add further details:

Maximum of 1,000 characters

Save and continue

# Notes

At this stage, you have completed the main body of the application.

You will be asked to review your answers before proceeding.

Please review your answers carefully – you will be able to edit any errors you may spot.

---

1. Start   **2. Application**   3. Documents   4. Declaration   5. Pay   6. Further actions

---

[◀ Back](#)

## Check your answers

Check the information below before you continue to the next section.

# Notes

The next page will list any mandatory and other documents to be provided with your visa application.

This will always include your passport and will normally include your academic evidence and financial evidence. There may be further documents you need to provide with your application, depending on your individual circumstances. Please refer to this page for more information.

---

## Mandatory documents

These documents are mandatory and you must provide them as part of your application. Tick the box to agree that you will provide each document:

☐

The passport or travel document for (your name) from (your country)

# Notes

Please read all the information displayed on the page carefully before proceeding.

If your application is successful, there will be conditions on your visa or leave to remain. This will include, for example, whether you are able to work in the UK.

If you stay in the UK without permission:

- You can be detained
- You can be prosecuted, fined and imprisoned
- You can be removed and banned from returning to the UK
- You will not be allowed to work
- You will not be able to rent a home
- You will not be able to claim any benefits and can be prosecuted if you try to
- You can be charged by the NHS for medical treatment
- You can be denied access to a bank account
- DVLA can prevent you from driving by taking away your driving licence

☐

I confirm that I understand and accept these conditions

Save and continue

# Notes

Please read all the information carefully before providing consent.

Once you have read the information displayed, please select the option correct to your circumstances.

I agree to the [terms and conditions](#).

I understand that if false information is given, the application can be refused and I may be prosecuted, and, if I am the applicant, I may be banned from the UK.

I confirm that:

- ☐ I am the applicant aged 18 or over
- ☐ I am the applicant aged under 18
- ☐ I am the parent or legal guardian of the applicant who is aged under 18 and completing and submitting the form on their behalf
- ☐ I am submitting the form on behalf of the applicant

I accept the above

# Notes

At this stage, you will need to make the Immigration Health Surcharge payment.

Once you proceed with the payment, you will no longer be able to edit any of your answers. Please ensure you have checked all your answers before proceeding.

Once you are happy to proceed, click on 'Go to IHS website' – you will be redirected to the payment website. You will need to make the payment within 30 minutes.

You must pay your Immigration Health Surcharge (IHS) before you can complete your visa application. You will pay your IHS on another website, then return to this site to complete and pay for your application.

If you are exempt, you will still need to get a reference number from the IHS website.

Your IHS reference number will automatically be included on your application once you pay and return to this site.



**Your answers will be locked when you go to the IHS website, even if you do not pay your IHS straight away. If you need to make any changes to your answers you must do so now.**

[Check your answers](#)

Go to IHS website

Save and continue

# Notes

The first page you see will provide general information about IHS. Please read the information, scroll to the bottom and click 'continue'.

The subsequent page will highlight the missing information (you would have already provided this information on your application form, but you will need to provide it here again).

## Summary

### Missing Details

#### Your details

[Add where you are planning to stay](#)

[Add your course start date](#)

[Add your course end date](#)

[Add whether you are continuing a course](#)

[Add the location of your course](#)

# Notes

Please ensure to provide all the information as listed on your CAS.

If you are applying to continue the same course (e.g., to undertake resits), you will need to select 'yes'.

Subsequently, when asked if your course is 13 months or less, in case you are applying to continue a course which you already started, you should calculate the entire length of the course for the purpose of this question (not only the extension period).

Please note that any questions about the start and end date of your course should be answered with the dates provided on your CAS (that is, dates of the extension, if applying to continue).

Are you applying to continue on the same course for which you were last given Tier 4 Leave to Enter or Remain (e.g. to undertake re-sits)?

☐ Yes

☐ No

Please state whether you are continuing a course

Please answer the additional questions about your course

Is your course at NQF 7?

☐ Yes

☐ No

Is your course a Master's degree?

☐ Yes

☐ No

Is your course for 13 months or less?

☐ Yes

☐ No

# Notes

You will then need to agree to the conditions listed before being able to proceed.

Afterwards, you will see a payment summary page which will confirm how much you need to pay. You will then need to proceed to the payment page and pay the required amount online.

Once your IHS payment has been processed, you will be directed back to the application form. You should also receive an automated payment confirmation via email.

## Declaration

I confirm that, to the best of my knowledge and belief, my details are correct and complete.

If I give false information, I, or a person named on this application could be:

- stopped from entering the UK now or in the future
- required to leave or removed from the UK
- required to pay extra for healthcare in the UK

I agree to the [terms and conditions](#) and [how my information will be used](#).

I agree

# Further steps to complete your application

After paying IHS and returning to the application form, you will need to:

- ❖ Pay the visa application fee (at this stage, you will be able to select whether you pay for a standard or a priority visa processing service)
- ❖ You will then be able to download the payment confirmation – please save this for your own reference
- ❖ Once you are in stage 6. *Further actions*, you will be able to download the summary of your visa application form – we advise you save this for your own reference
- ❖ You may be asked where you would like to collect your BRP from – currently, the University's alternative collection service is suspended, so you will need to select a post office
- ❖ If you were not eligible (or unable) to use the document checking app at the start of the application (the app is mostly available for EU/EAA nationals) then you will need to book a biometrics appointment with a commercial partner of UKVI instead; this will either be [TLS Contact](#) or [VFS Global](#). You should be redirected to the relevant website directly from the application page. This is an important step of your visa application as it will allow you to provide the necessary supporting documents and to prove your identity.

# After you submit your application

The UKVI says that it takes around 3 weeks to receive an outcome on your application if applying from overseas and using a standard visa processing service.

You should count these 3 weeks from the date you attended your biometrics appointment (if required).

If you used the mobile app instead of attending an appointment, you should count 3 weeks from the date that you submitted the application and any required documents.

You may be contacted by the Home Office while your application is being assessed. This may be because they want to request an additional document from you or invite you to a credibility interview. Please make sure to check your email regularly as you will need to respond to any correspondence within a short time frame.

Ensure you inform the University if you have any difficulties.

You must provide the University a copy of your visa documentation when you receive it.

If you have any further questions, please contact [visas@regents.ac.uk](mailto:visas@regents.ac.uk).