



APPLYING FOR A TIER 4 VISA

Overview of the Process

The application process for a Tier 4 Visa is complicated and can be time-consuming. Please make sure you are fully aware of what is expected of you before you begin to make your application. This document serves as an overview and is not exhaustive of everything you will need to know.

How long it will take

You can apply for a visa up to 3 months before the start of your course and should receive a decision within 3 weeks. Learn more about visa processing times here (<https://www.gov.uk/visa-processing-times>). Be sure to submit your application within the correct amount time or you will be at risk of missing the beginning of your course, which may prevent you from completion of your degree.

Fees (as of July 2014)

| Who you're applying for | Apply (outside the UK) | Extend or switch by post in the UK | Extend or switch in person in the UK (premium service) |
|--------------------------------|-------------------------------|---|---|
| You | £310 | £422 | £822 |
| All dependants | £310 each person | £422 each person | £822 each person |

Please look to the UK Government's website for up to date fee information (<https://www.gov.uk/visa-fees>).

How long you can stay

How long you can stay depends on the kind of course you are doing. Once you have successfully been issued a visa, it will clearly state how long you are permitted to remain in the UK.

The University of Warwick's International Office has more detailed information about the lengths of visas issues by the Tier 4 scheme (<http://www2.warwick.ac.uk/services/international/immigration/student/length>). Please be in touch with the International Office if there is any confusion.



What you can and can't do

You can:

- study
- apply to extend your stay (<https://www.gov.uk/tier-4-general-visa/extend-your-visa>)
- work (There are important restrictions that you **must** follow. Please read further information, as your visa will limit the number of hours you can work throughout the duration of your course. You are responsible for complying with these restrictions or your visa may be negatively affected. <http://www2.warwick.ac.uk/services/international/immigration/employment/during/>)
- bring family members to the UK for the duration of your visa (see below; <https://www.gov.uk/tier-4-general-visa/family-members>)

You can't:

- access public funds (<https://www.gov.uk/government/publications/public-funds--2>)
- overstay the length of your visa
- work more hours than allowed by your visa, throughout the length of your academic enrolment

Please read the full guidance on the UK Government's website (<https://www.gov.uk/government/publications/guidance-on-application-for-uk-visa-as-tier-4-student>) to find out how long you will be able to stay and what you can and can't do.

Also consult the University of Warwick International Office's website, which offers more comprehensive and specific details regarding the Tier 4 Visa application process. WBS *cannot* provide advice on visa applications. If you need specific support, please contact the Immigration Team in the International Office (<http://www2.warwick.ac.uk/services/international/immigration/team>) and consult their extensive information pages on visas and immigration (<http://www2.warwick.ac.uk/services/international/immigration/>).

Criteria for Applying

You can apply for a Tier 4 (General) student visa to study in the UK if you are 16 or over and you:

- have been offered a place on a course
- can speak, read, write and understand English (<https://www.gov.uk/tier-4-general-visa/knowledge-of-english>)
- have enough money to support yourself and pay for your course (which will vary depending on your circumstances)



- are from a country that's not in the European Economic Area (EEA) (<https://www.gov.uk/eu-eea>) or Switzerland
- you meet the other eligibility requirements (<https://www.gov.uk/tier-4-general-visa/eligibility>)

To read more about the criteria for application, please see the government's guidance here: <https://www.gov.uk/government/publications/application-for-uk-visa-under-tier-4-general-form-vaf9-appendix-8>

Warwick's International Office provides more in-depth information on this topic here: <http://www2.warwick.ac.uk/services/international/immigration/student/overview/>

Applying with Dependants (Family)

If you have dependants (such as a spouse or children), they may apply to join you in the UK through the Tier 4 scheme. You will be required to show that you have the money to support your dependants, as well as yourself, for the duration of your course. Please refer to this overview of the Tier 4 visa process for dependants on the UK Government's website (<https://www.gov.uk/tier-4-general-visa/family-members>). You can find out more about who qualifies as a dependant here (<http://www.ukcisa.org.uk/International-Students/Immigration-/Dependants/>).

The University of Warwick International Office offers guidance for student with dependants (<http://www2.warwick.ac.uk/services/international/immigration/dependants/>), including for EEA and Swiss nationals (<http://www2.warwick.ac.uk/services/international/immigration/dependants/eea/>). Please contact the International Office directly if you have any questions about dependants either by e-mail (immigrationservice@warwick.ac.uk) or in person with an appointment (<http://www2.warwick.ac.uk/services/international/immigration/meet/>).

Other Types of Visas

You may qualify for a different category of visa depending on your personal circumstances and the length of your course, among other factors. Please be sure that you choose the appropriate visa category. The vast majority of international students at WBS will need to apply for a Tier 4 (General) student visa.

Other visa categories include:

- Student Visitor visa, for short courses less than six months in duration (<https://www.gov.uk/study-visit-visa>)
- If you will be in the UK as a dependant of a Tier 4 visa holder, then you may be eligible to study
- If you are already resident in the UK through another visa category (such as Tier 2), you may be eligible to take up studies; please consult the relevant guidance materials

Please be aware that each visa category has restrictions, such as who is allowed to study and what form of study the visa holder may undertake. It is up to you to ensure that you are aware of the implications and requirements of your visa category.



If Visa Application is Rejected or Refused

Before submitting your visa application, please both consult the resources and teams within Warwick's International Office and carefully check that you have met all requirements. Your application may be rejected or refused if you have not met all requirements.

If your visa application has been **rejected** it has been deemed invalid. It will be returned to you as if you have made no application. This may have serious implications for your stay in the UK and you should immediately contact the Immigration Team in Warwick's International Office (<http://www2.warwick.ac.uk/services/international/immigration/team>).

If your visa application has been **refused** it has been denied, the reasons for which will be explained in the refusal letter. It may be possible appeal the refusal with an administrative review (<https://www.gov.uk/ask-for-a-visa-administrative-review>). If your application has been refused, please contact the Immigration Team in Warwick's International Office immediately (<http://www2.warwick.ac.uk/services/international/immigration/team>).

The University of Warwick's International Office has more detailed information on both rejections and refusals here: <http://www2.warwick.ac.uk/services/international/immigration/refusals/>