THE LONDON SCHOOL OF ECONOMICS AND POLITICAL SCIENCE

Student Advice and Engagement Management Team/ Student Services Centre

Applying for a Student Visa

Full-Time Masters Degree (RQF 7)

February 2024

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Student Application Document Checklist

Essential documents to be included by ALL students

- Confirmation of Acceptance for Studies (CAS) – CAS number written on form ☐
- Current valid passport ☐

Documents which may need to be included by some students (read the guidance)

- Any previous passport/travel document used for travel to the UK ☐
- Biometric Residence Permit for the UK (if you are applying from within the UK) ☐
- Tuberculosis (TB) Certificate – not required for visa applications made in the UK. ☐
- Highly likely letter (if you are applying for a visa extension from within the UK to begin a second Masters degree before your current degree is awarded) ☐
- Official translation of any document not in English ☐
- Financial documentation with the required amount of money in your bank account ☐
- Financial documentation showing that the required amount of money is in your parent(s) bank account or partner's account

And if using parent's account as evidence: ☐

Birth certificate or a certified copy; **and**
Letter of consent from your parent(s) confirming your relationship and consenting you to use their money

If using partner's account as evidence (where dependants are permitted):

- Evidence of your relationship with your partner if you are using their funds as evidence. They must be applying at the same time as you or already have UK immigration permission ☐

Other forms of financial evidence:

- Evidence of any scholarships (LSE scholarships are listed on your CAS) ☐
- Loan letter (US/ Government/ Official educational loans only) ☐
- Evidence of Official Financial sponsorship if you are being wholly sponsored (tuition fees and living costs) or consent if you have been wholly sponsored costs within the last 12 months. ☐

This guide is for students applying for a Student visa for a full-time LSE taught Diploma or Masters degree programme. If you are on another programme at LSE, please read the relevant guide for your cohort.

Whilst there is a Student route for part-time studies, LSE will only sponsor students in exceptional circumstances for this option. If you have questions about the part-time route, contact the Student Advice and Engagement Team for advice. Student Part-time does not permit work nor dependants (even if you meet the dependant requirements).

Part One: Before you apply

Are you eligible for a Student visa?

Academic Progression

IMPORTANT: Read the section " Student : *Academic Progression*" in the Student Guidance.
The current UKVI rules state that:

- Justification is required for study at the same level which shows that the new course relates to previous study and aids the applicant's career plans (you may also be required to justify this in a credibility interview);
- No study at a lower level is permitted – your application will be refused;
- Students who fail to successfully complete their previous course of study can only apply outside the UK for the visa You may need transcripts from your previous course;
- Evidence of completing previous course in the UK is required if you have obtained a qualification during your most recent UK visa (this still applies even if your offer is based on a different qualification) if you wish to apply for a new visa within the UK.
- Academic progression does not apply if the applicant is applying from overseas.

Students studying a Pre-sessional English Language programme at another university
If you have chosen to study a pre-sessional English language programme at another university on a Student visa, you will need to:

- Inform Graduate Admissions that you are studying this programme – they may need to show evidence of this on your CAS;
- Successfully complete the pre-sessional English language programme – if you fail you may need to return home to apply for your new visa. Some institutions charge a deposit for their pre-sessional programmes so if you fail to be able to attend LSE, it may cost you more money and you may not have time to join your programme;
- Provide evidence with your visa application that you have successfully completed your pre-sessional English language programme. You will need to provide this to Graduate Admissions and you may also need to include proof with your visa application.

Students currently studying a 12-month Masters degree at another university
If you are not going to receive official confirmation that you have completed your course in time to apply for a visa to study at LSE, you can contact your current university to request a letter which states that, based on your performance throughout the course; the university deems that you are highly likely to complete the course successfully. If you receive this letter (often referred to as a 'highly likely letter') please e-mail a copy to Graduate Admissions. You may need to submit a copy in your visa application if you apply in the UK. You will also need to show it to campus enrol for studies at LSE. Once the qualification has been awarded, you will need to show evidence of that to LSE. If you are not awarded that qualification, it will affect your ability to remain on your programme. Alternatively, you can choose to apply for the visa from outside the UK where this academic progression regulation is not applicable therefore a 'highly likely letter' would not be necessary.

Students currently studying a 12-month Masters degree at LSE

If you are a current LSE student who requires a letter from LSE to say that you are highly likely to be awarded your degree, you will only be able to obtain that after 1st September 2024 from the Student Advice and Engagement Team. If you intend to apply for your visa earlier than this, you will need to return to your home country to apply. Contact us for advice on your options as you may find it more beneficial to apply outside the UK.

Your Confirmation of Acceptance for Studies (CAS) number

Your eligibility for a CAS will depend on your previous study in the UK and the reason you require a CAS e.g. a refusal.

The CAS is the most important document you need from LSE for your Student application. You cannot apply for a Student visa until you have received your CAS number. You only need the CAS number not a hardcopy of the document to apply for your visa.

Check your CAS number carefully when you receive it. If there are any errors on the CAS e.g. you have a new passport or your name is not correct, you must contact the team who issued the CAS to get it amended before applying for your Student visa (which you can do by replying to the CAS email). Errors on CAS numbers can lead to refusals, so it's important that it's right first time.

Receiving your CAS does not guarantee you a visa. It is extremely important that you read all the guidance given to ensure you meet the immigration rules. Your academic offer is separate to the immigration rules and you need to meet both the conditions of your offer and the immigration rules to join LSE

You may meet the conditions of your academic offer, but you must have all the required documents in place before applying. Do not assume flexibility will be given.

Find out more about our CAS Issuing Policy.

What if I am doing a pre-sessional course?

You may only be able to get a joint CAS which covers the pre-sessional and Masters degree programmes if your offer for the Masters is unconditional or if you need to move within B2. If you have an unconditional offer for your main course but are planning to attend an English course at the Language Centre or one of LSE's Summer School programmes prior to the start of your degree programme, you should inform Graduate Admissions and they will confirm if you can have a joint CAS. If you can get a joint CAS, you will only need to make one visa application to cover both courses.

Where can you apply for your Student visa?

If you have failed to successfully complete the programme that you were initially granted a CAS for ***or*** you have transferred to a new programme which is longer than your current course, you must contact the Student Advice and Engagement Team for advice before applying for your visa.

- **Applying outside the UK**

You can apply up to six months before the start date of your programme as stated on your CAS. This is the earliest that you can apply (you can apply later). If you apply any earlier, your application may be rejected as invalid or even refused. You apply in the country where you are living e.g. either your home country or another country where you might have the right of residence. If you are just

visiting another country (eg. as a tourist) you will need to return to your home country or a country where you have the right of residence to apply for a Student visa. The visa application form is online (except in North Korea), but you will have to travel to give your biometric information and submit your passport and supporting documents. There isn't a visa application centre in every country so you may need to travel to another country for the visa appointment.

Check on the UKVI website to find out where your nearest visa application centre is: https://www.gov.uk/find-a-visa-application-centre

Many of the visa application centres are managed by private companies (such as VFS Global and TLS Contact) on behalf of UKVI. These centres administer the application process but do not make decisions on visa applications; decisions are made by UKVI employees.

- **Applying in the UK**

IMPORTANT: Read the section "*Switching" in the* Student Guidance.

You can apply up to three months in advance of your programme start date. Not everyone is able to apply for their Student visa in the UK based on their immigration status and the expiry date and course start of their new programme. UKCISA have produced helpful guidance which advises if you are able to apply in the UK.

If you do not think you can apply for your Student visa in the UK e.g. because your current permission does not allow you to switch, you must allow yourself plenty of time to return home and submit your application. Do not risk applying in the UK because if you receive a refusal, you may be unable to join your programme.

- **Overstayers**

If your visa expires and you haven't made a valid visa application, you will become an '**overstayer**' in the UK. This means that you have no legal status in the UK. **There is no 'grace period' of overstay; even one day beyond the expiry of your visa is breaking the rules and may affect all future immigration applications.** If you do become an overstayer, contact the Student Advice and Engagement Team as soon as possible. We can advise you on your options, as it may affect your ability to remain in the UK and enrolled on your course. We will share this information with other LSE departments.

Immigration Healthcare Surcharge (IHS)

Details of the IHS and how to calculate it can be found on the UKVI website: https://www.gov.uk/healthcare-immigration-application. The sum is an annual amount and you will be charged the annual amount for each year of the maximum period of leave at the point you apply for your visa. The IHS is currently £776 per year plus the additional time granted on your visa. Only British Overseas Territories citizens who are resident in the Falkland Islands are exempt from payment for an IHS number. Even if you have private medical insurance that will cover you in the UK, you must pay the IHS or you will be refused your visa.

Preparing your Supporting Documents

You must have all of your documents ready before you apply online. You can prepare before receiving your CAS number, but you must not submit or pay for the online application until you have all documents in place.

Differentiation arrangement for "Low Risk" nationals

IMPORTANT: Read the section "*Appendix ST22*" in *Appendix Student* in the Immigration Rules.

Some nationalities do not need to submit their financial documentation with their Student application. However, you do need to have these documents and you may be asked for them at any time during the application process. LSE has cases where low-risk nationals were asked to provide their paperwork as part of their application. If you cannot provide documentation when requested, your application is likely to be refused, which will impact on your immigration history and your ability to join your programme.

The UKVI Student Guidance and the immigration rules call them 'differentiation arrangements' for "low risk" nationals. EU/EEA nationals will be classified as low risk when they apply.

Find out more about being a "low-risk" national in our info sheet.

Understanding what money you need to show to avoid a refusal

***IMPORTANT: Read the section "Student: financial requirement" in the* Student Guidance and Appendix Finance**

What do I need to do?

1. You must read the essential sections of the Student Guidance you are referred to.
2. Read our info sheet on Meeting the Financial Requirements.
3. Calculate how much money you need.
4. Decide which documents you are going to use as evidence and plan to get them dated near to the time you will apply.
5. Check that they meet the requirements of the Student Guidance and obtain any translations required before applying.

You need to show:

- ***Tuition fees for your programme as stated on your CAS; plus***
- ***£1,334 per month living costs up to a maximum of nine months (£12,006).***

FAQ: I am extending my visa *in the UK* and have had a visa for 12 months. My visa is still valid. Are the rules different for me?

Yes, in this case you automatically meet the financial requirements and do not need to submit evidence of your finances with your application.

What documents can you use as evidence of funds to avoid a refusal?

***IMPORTANT: Read the section on "Evidence of Finance" in the* Student guidance**

Most refusals for Student applications by LSE students are because the financial documents don't meet the requirements. The UKVI requirements are:

- the closing balance (the most recent transaction or balance date) must be no more than 31 days before your date of application (meaning that the document cannot be more than 31 days old at the time you submit and pay for your online application);
- your bank statements must show that the entire amount has been in your account for 28 consecutive days prior to the closing balance of your statement (check the transactions not just the dates of the statement);
- at no point during the 28 days must it go below the required amount or you will be refused;
- use www.timeanddate.com to calculate if you have held your funds for 28 days;
- you can only use personal accounts not business accounts;
- the money must be in a ***cash*** account (not stocks, shares, pensions and investments (that cannot be accessed immediately), credit cards or overdrafts);
- the documents must be issued by a bank that the UKVI accepts.
- if it is not a GB Sterling account, you must use the exchange rate on www.oanda.com on the day you submit your application;
- you cannot use an account held by a financial institution that does not keep electronic records;
- you cannot use an account held by a third party that does not meet the requirements.

Make your documents easy to understand. You can submit an explanatory note about your bank statements if you think that anything is unclear. For example, some savings accounts look like investment accounts. Although the UKVI says it will make checks with your bank, it rarely does so. It is in your best interests to make your statements clear and understandable.

Documents not in English: If your bank statements are not in English, you must provide an official translation that can be verified by the UKVI. Even if they are bilingual and words not translated into English could lead to a refusal.

Multiple accounts: If you are using multiple accounts, the UKVI will look at the combined total of all your accounts during the 28 days before your closing balance. It will use the closing balance of the account that most favours you, so you should use the same date. I f you are using multiple accounts, you should complete the *Multiple Account Calculator* to check you have the required funds for the 28 consecutive days.

Using your parents'/ legal guardians'/partners' money or a joint account

IMPORTANT: Read the section "Funds held in parents' accounts" in the **Financial Requirement Caseworker Guidance.**
You can use your parents'/legal guardians' financial documents as proof that you meet the financial requirements. They must meet the same requirements as if you are submitting your own bank statements. In addition to submitting your parents' original bank documents, you must provide:

- your original or officially notarised birth certificate showing the name of your parents; or
- certificate of adoption showing your name and the name of your parent(s); or
- court document stating the name of your legal guardian(s) and your name.
- a letter from your parent(s) or legal guardian(s) confirming their relationship with you and that they consent to you using their funds to pay for your tuition fees and living costs in the UK.

You cannot use:

- **bank statements from any other family members e.g. grandparents or siblings unless they are your legal guardian as recognised by the courts**
- **an affidavit confirming your relationship to your parents/legal guardian**

It is possible to use a joint account as evidence providing that you are named on the account.

You can use your partners' account so long as they are applying at the same time as you or have already been granted leave.**Scholarships**

***IMPORTANT: Read the section "Funds provided by an Official Financial Sponsor' in the* Financial Requirement Caseworker Guidance**

The UKVI Student Guidance states that an **official financial sponsor** is *'Her Majesty's Government, the applicant's home government, the British Council or any international organisation, international company, university or UK independent school'*. If you are receiving financial support from another type of body or organisation, or from your relatives, this does not count as official financial sponsorship. Please note the following:

- **Current sponsorship/scholarships:** If you are receiving financial sponsorship or a scholarship to study on your current course, you will need to show evidence of this.
- **Past sponsorship/scholarships:** If you have received a scholarship from a government or an international scholarship agency within the last 12 months which covered tuition fees and living costs, you will need to show evidence that they consent to you continuing to study in the UK and permit you to extend your visa.
- **If you are receiving an external scholarship:** You will need a letter from your official financial sponsor. If your home institution is sponsoring your studies, the letter must include the amount of money they are providing for tuition fees and living costs.
- **An international company**: refers to a company that trades internationally not just that it is not a UK business.

Scholarship from LSE

In most cases, a scholarship provided by LSE will be shown on your CAS. It may be shown as an overpayment of tuition fees; check the information on your CAS carefully. If your scholarship funding is shown on the CAS, you do not need to submit a scholarship letter with your visa application. If the scholarship is not on your CAS, contact the team who issued your CAS before you apply for the visa; they will be able to check and add it to the CAS if required. If the scholarship cannot be confirmed on the CAS, you must submit an official letter confirming the scholarship with your visa application.

Loans – read FIN 8.3 and FIN 9.2 in Appendix Finance of the Immigration Rules

You can only rely on an educational loan if it is part of an educational loan scheme as evidence of funds for your visa application. You cannot rely on letters confirming arrangements for other loan types which are not part of an educational loans scheme.

Government Loans: If your loan is from your national government, the loan can be released to you when you register at your institution in the UK. If it is an educational loan from another source it must be released before you travel to the UK.

US Loans:

US Federal loans are an educational loan scheme. The US government is not your official financial sponsor.

If you are using a US Federal Direct loan which is confirmed in a letter by LSE, you can use this as evidence for your application. You should not apply for your visa until you receive your US loan letter from LSE because this is your official confirmation of your funding.

If you are using a non-Federal Direct loan which has not been verified by LSE, you will need to hold the required funds for your Student application in your bank account for the required 28 days before applying for your visa.

All other loans: If you are using a loan from any other source (a bank, a personal sponsor a relative etc.) which is not an educational loan which is part of a government educational loan scheme, you

cannot submit a loan letter as evidence. You must receive the funds and transfer them into your own bank account (or that of your parents or legal guardian) and wait 28 days before you can apply for your Student visa.

Applying before being awarded the degree you were previously issued a CAS for

If your offer of study is based on a qualification that you do not yet hold (eg. if you are currently studying a 12 month Masters course and you have a conditional offer to study a Postgraduate Research course), you must contact Graduate Admissions for advice about your offer because you will not be able to apply for your visa unless you can provide evidence that you have been awarded the qualification that your offer is based on. You must obtain the evidence from your awarding institution, not LSE.

If you are currently in the UK studying a 12 month Masters degree and are preparing to apply for a visa to do an MPhil/PhD, you must have successfully completed your current course before you can apply for a visa for the next course within the UK:

Students currently studying a 12 month Masters degree at another university
If you are not going to receive official confirmation that you have completed your course in time to apply for a visa to study at LSE, please contact your current university to request a letter which states that, based on your performance throughout the course, the university deems that you are highly likely to complete the course successfully. Once you receive this letter please e-mail a copy to Graduate Admissions. You may need to submit this with your visa application and you may also need to show it to campus enrol at LSE.

Students currently studying a 12 month Masters degree at LSE
If you are a current LSE student who requires a letter from LSE, you will only be able to apply for your visa from inside the UK once you have received your Highly Likely letter from the Student Advice and Engagement team. If you intend to apply for your visa before this document is available you will need to return to your home country to apply.

How can I prove I meet the English language requirements?

IMPORTANT: Read Assessing the English Language Requirement guidance

LSE will state how you have met the English language requirement in the 'Evidence Used to Assess Suitability' section of your CAS. LSE is a Higher Education Provider with a track record of compliance, and we can use a number of ways to show how you have met the language requirements. Check the information given on your CAS.

Getting your documents translated

IMPORTANT: Read the section "Translating documents" in the Student Guidance.

Any documents that are not in English or Welsh must have an original translation that can be independently verified by the UKVI. This includes bank statements if they are not bilingual.

The original translation must show:

- details of the translator / translation company credentials
- confirmation that it is an accurate translation of the original document
- the translator's contact details
- the date of the translation
- the translator's full name and signature or signature of an authorised official of the translation company

Passport

You must submit any passport that you have used to travel to the UK. The main passport you are submitting with your application must match the passport on the CAS. Check your CAS carefully before submitting your application.

Tuberculosis (TB) Test Certificate

If your course is for more than 6 months and you are applying from or have been resident in a country where TB testing is required for visa purposes, you may need to obtain a TB certificate or you will be refused.

Find out more about TB testing for Student applicants in our info sheet.

Part Two: Your Student application

What is the date of application?

Applying outside the UK

The date of application is the day you submit the online application form or pay the fee for your application. This varies between countries as it depends if your pay your fee when you submit your online application form or when you attend an appointment.

If you have paid your fee at the point you submit the application form, this is your date of application so any supporting documents must be prepared before this. Any documents prepared and dated after you have submitted your application may lead to a refusal.

You can apply up to six months in advance of your programme start date on your CAS.

Applying in the UK

The date of application is the day that you submit and pay for your application online. If you do not have your supporting documents prepared, do not pay for your application until they are available to you. Upon payment you will receive a document checklist which confirms your date of submission and the documents you need to provide. You will also receive an email confirming your payment. Check your junk mail folder if you do not receive the email.

You can apply up to three months in advance of your programme start date on your CAS.

How much will your application cost and how long will it take to be processed?

Applying outside the UK

The current cost for a standard application made outside the UK is £490. You can get an indication of recent processing times at: https://www.gov.uk/guidance/visa-decision-waiting-times-applications-outside-the-uk . The times are given in working days and you need to allow time for the return of your documents, as this can often delay the process.

In some countries it is possible to apply using a "premium" or "priority" appointment to get your application processed quicker. There is usually an additional cost for these services and the average processing times are seven working days. Priority service charges are normally in the local currency. You can find this information under the "*User Pay Services*" section of the visa application centre website.

If you receive any correspondence about your application and you are unsure what to do or if you require support, please contact us.

Applying in the UK

IMPORTANT: You must not travel out of the UK whilst your application is in progress or you will cancel your application.

The current cost for a standard application in the UK is £490. You should receive your decision within eight weeks of the date of application.

The current cost for a priority application in the UK is £990. You should receive a decision within 10 working days of the date of application. Your Biometric Residence Permit will arrive within 7 - 10 working days from the receipt of your decision.

The current cost for a super priority application in the UK is £1490. You will receive a decision regarding your application within one working day after attending your biometrics appointment, but you will not receive your Biometric Residence Permit (which is the actual visa) for another 7 – 10 working days. You will be unable to travel until you have received your Biometric Residence Permit.

There are two processes for applying in the UK:

- EU/EEA studentwill provide their biometric information via a Home Office mobile app and will receive a digital status
- Non-EU/EEA students will continue to provide their biometrics in person/via a UKVCAS app and will receive a BRP.

What are biometrics?

As part of your Student application, you need to provide your biometric information (fingerprints and photograph). Where you provide your biometric information depends on where you are applying from.

- If you are applying outside the UK, you should follow the instructions given as part of your application form.
- If you are applying in the UK using the standard, priority or super priority application process, you will need to book an appointment at one of the UK Visas and Citizenship Application Service Centres. You will give your biometric information at this centre (unless using the UK Immigration: ID Check app). Please refer to our guide to completing the application form in the UK for more advice on the new application system.

For visa applications of more than six months, you will be issued with a Biometric Residence Permit when you arrive in the UK/your application is successfully granted in the UK or a digital status When you are completing the application form overseas, you need to indicate where you wish to collect your Biometric Residence Permit on the application form.

1. If you will be ***under 18*** when you register, you will need a representative from LSE to accompany you to collect your BRP. the Student Advice and Engagement Team can help you with this, but you need to contact us before submitting your application to request our help. In this case you should choose Aldwych Post Office as your collection point.

2. If you will be aged ***over 18*** at registration, avoid selecting Aldwych Post Office to collect your BRP. It may seem the most convenient option because it is next to LSE. However, students have had to queue for a few hours and missed key induction events.

   If you know where you will be living in the UK at the time you fill in the visa application form, we recommend that you choose your accommodation postcode in the first instance. You may choose a different postcode if you wish e.g. if you are visiting family when you first arrive.

Credibility Interviews

As part of your application, you may be asked to attend a credibility interview. During an interview, the UKVI may ask questions about your course of study in the UK, your English language level, why you decided to study at the LSE, what other institutions you looked at, your finances and your future plans. This will usually be done via a video link to an office in the UK. If there are any concerns about your answers, you may be asked to attend a second interview in your country of application.

Problems with your application

Problems outside the UK

Refusals

IMPORTANT: Refusals affect the LSE's Student Sponsor Licence. If you receive a refusal, you will not be issued with a new CAS number until you have been advised by the Student Advice and Engagement Team on how to avoid a second refusal. It is at the LSE's discretion if we wish to provide you with a new CAS based on your risk of further refusals.

Find out what to do if your visa has been refused in our info sheet.

Invalid or returned applications

There are some errors that would make your application invalid, for example:
- You have applied more than six months in advance of your course start date on your CAS
- You do not submit the mandatory documents within the correct timeframe.

This is not a refusal, because your application has not even been considered or processed under the immigration rules. It is simply returned to you. If this happens, usually the UKVI arranges a refund for the application.

Problems in the UK

Refusals

IMPORTANT: Refusals affect the LSE's Student Sponsor Licence. If you receive a refusal, you will not be issued with a new CAS number until you have been advised by the Student Advice and Engagement Team on how to avoid a second refusal. It is at the LSE's discretion if we wish to provide you with a new CAS based on your risk of further refusals.

Find out what to do if your visa has been refused in our info sheet.

Invalid or returned applications

There are some errors that would make your application invalid, for example:

- there was a problem with your payment
- you do not submit the mandatory documents within the correct timeframe.

This is not a refusal, because your application has not even been considered or processed under the immigration rules; it is simply returned to you. If this happens, usually the UKVI arranges a refund for the application fee and IHS fee.
If your existing visa has not yet expired, you can apply again with fresh documents. This means financial documents must be dated no more than one month before the date that you are submitting the new application and the CAS must still be valid. If you have problems, we advise you to contact the Student Advice and Engagement Team. We can advise you on how to avoid repeating errors before submitting a new application.
If your visa has expired, you may be an 'overstayer'. We strongly advise you to contact the Student Advice and Engagement Team if your application is returned invalid and your visa has expired, as it may affect your ability to remain registered on your programme.

Receiving your visa

- **Immigration permission granted outside the UK**

IMPORTANT: Check your decision letter carefully and do not throw it away. It will be in the envelope with your passport. You need this to collect your BRP and for registration

If your application is successful, you will be given a visa sticker in your passport which will be valid for 90 days. This allows you to enter the UK for a short period of time so you can collect your Biometric Residence Permit (BRP). Your BRP is your visa and replaces the visa sticker. EU / EEA nationals will not be given a visa sticker and BRP when the visa is granted, instead you will receive a digital status if you apply using the UK Immigration: ID Check app.

If you are not able to travel to the UK within the 90-day validity period of your vignette, you must reapply for a new vignette only. This does not mean applying for a completely new visa; therefore, you do not need a new CAS. However, you will need to pay to apply for a replacement vignette. Please contact the Student Advice and Engagement Team for advice if required.

You must collect your BRP from the nominated Post Office within 10 days of arriving in the UK (or in accordance with instructions your decision letter). You may be unable to register for your course at LSE until you collect your BRP/visa. Sometimes, the BRP may not be there the first time you go. ***Don't panic!*** Ask the Post Office when their next collection is before reporting it as lost.

Your BRP is your evidence that you have immigration permission to study in the UK. It is an important legal document and you should not carry it as a form of identification.

Immigration permission granted in the UK

Standard/priority applications made in the UK

If your visa application is successful, the UKVI will send you an email informing you of the decision. You should ensure you check your junk email folder as it may go into this email box. Your visa will be in the form of a digital status or Biometric Residence Permit (BRP) card and will be sent to you separately within 10 days of the decision letter. The BRP is sent separately from your passport and other supporting documents. All documents should be returned to you securely (e.g. via recorded delivery or courier) which you will need to sign for to confirm receipt.

Checking your Visa/Digital Status and BRP for Errors

It's very important to check both visa sticker, BRP and digital status to see if there are any errors, when you receive them. There are short timeframes to get errors amended and if you miss these, it may not be possible to get an amendment in the future without a new visa application. For example, if you are not given permission to work and this is not noticed until after the window to submit a correction request, you will not be able to work during your time in the UK.

BRP will only be issued to visa nationals for applications in the UK. Non-visa nationals will only receive a digital status.

Find out what you should be looking for and how you can correct errors in-time in our info-sheet.

Key Contacts

LSE Contacts

- **Student Advice and Engagement Management (SAET) –** contact us directly if you have any questions about applying for the Student visa. We are unable to speak to your parents or other family members about your Student application. If you have any questions, contact us directly to avoid any delays in our response.

- **Graduate Admissions Office** – you can contact them if you are a new student with questions about your offer, meeting the conditions of your offer or your CAS.

- **Fees Office** – contact the Fees Office if your US Federal Loan is being approved by the LSE.

- **Residences Fees Team** – contact them if you require an official receipt of university accommodation payments.

External Contacts

- **UK Visas and Immigration (UKVI) –** UKVI is part of the Home Office, which is the UK government department which writes the immigration rules. You should always refer to their guidance when applying for your visa.

  Please note that if you phone the UKVI contact centre, you are not speaking to a member of staff from the Home Office or UKVI. The UKVI contact centre is provided by a third-party company and our students have provided mixed reviews on the information they have received. Before contacting the UKVI contact centre, please get in touch with the Student Advice and

Engagement Team as we may be able to help.

- **UK Council for International Student Affairs (UKCISA)** - UKCISA is the advocacy body for international student issues in the UK. You can find lots of information on their web pages from applying for a Student visa to how to deal with culture shock.

- **Office of the Immigration Services Commissioner (OISC)** – This is the UK Government regulatory body for immigration advice in the UK. Contact the OISC if you wish to find an external regulated immigration adviser or make a complaint about immigration advice you have received.

- **Immigration Law Practitioners' Association (ILPA)** – ILPA is a membership organisation for immigration law practitioners. You can find independent immigration advisers via the website.