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Tier 4 Application Checklist

Essential documents to be included by ALL students

- Confirmation of Acceptance for Studies (CAS) – only write on your form
- Current valid passport

Documents which may need to be included by some students

- Any previous passport/travel document used for travel to the UK
- Biometric Residence Permit for the UK
- Up to date original Police Registration Certificate
- Tuberculosis (TB) Certificate – Visas of more than six months
- Academic certificate/transcript for each qualification listed on your CAS
- Evidence of your English language qualification if stated on the CAS
- 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; and
  a) Birth certificate; and
  b) Letter of consent from your parent(s) confirming your relationship and consenting you to use their money
- Evidence of any scholarships (LSE scholarships are listed on your CAS)
- Loan letter (US/ Government/ Official educational loans only)
- Signed and stamped evidence of Official Financial sponsor or consent if you have been fully sponsored within the last 12 month
Part One: Before you apply

Are you eligible for a Tier 4 visa?

Cap on degree level studies

**IMPORTANT: Read the section “Study time limits – degree level or above” in the Tier 4 Policy Guidance.**

UK Visas and Immigration (UKVI) cap the amount of time that a person can spend studying in the UK on student immigration permission. LSE can only sponsor you for a Tier 4 visa, if your programme at LSE will not take you beyond five years study at degree level. You must provide details of all previous study at degree level in the UK to help Admissions assess this before issuing your CAS.

Read the UKCISA web pages on “Time Limits” to find out how the LSE will calculate if we can sponsor your visa.

Academic Progression

**IMPORTANT: Read the section “Academic Progression” in the Tier 4 Policy 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.

**Can I get a CAS number if I do not intend to study my main degree programme at the LSE?**

Your ability to be sponsored by LSE for a pre-sessional depends on which courses you are studying and where you will be taking your main degree programme. We are unable to sponsor students under Tier 4 (General) who will not be taking their main degree at LSE.

**Can I get a joint CAS for my pre-sessional programme and main degree?**

LSE can only issue with a joint CAS if your offer for your main degree programme with us is unconditional. If you are required to attend a pre-sessional programme to meet the requirements of your main degree at LSE, you will only be able to be issued with a joint CAS for the pre-sessional programme if you are required to move within level B2 English or you already have an unconditional offer for your main degree programme. You will be required to attend a briefing with ISVAT prior to applying for a Tier 4 visa for your main degree programme to avoid the risk of a refusal. A refusal could mean you are either unable to join your main degree programme or have to interrupt your studies.

**Each year students rush an application for their main degree programme to be able to register. It is important that you ensure you can meet the rules as the consequences of a refusal can have a longer impact on your studies and immigration history.**
Where can you apply for your Tier 4 visa?

You can apply up to three 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.

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 ISVAT for advice before applying for your visa.

- Applying outside the UK

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 Tier 4. 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 into the Tier 4 (General) student category?” in the Tier 4 Policy Guidance.**

Not everyone is able to apply for their Tier 4 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.

You are also only able to apply for a new Tier 4 visa in the UK if your previous study was:

- on a Tier 4 (Child) visa;
- on a Tier 4 (General) visa at an independent school;
- on a Tier 4 visa at another Higher Education Institution.

If your previous Tier 4 visa was granted for study at a private college (such as a private language school) or Further Education college, you will need to apply overseas.

If you do not think you can apply for your Tier 4 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 ISVAT as soon as possible. We can advise you on your options, as it may affect your ability to remain in the UK and registered 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](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. From the 8 January 2019 onwards this will increase to £300 per year. Only British Overseas Territories citizens who are resident in the Falkland Islands are exempt from payment for an IHS number.

Preparing your Supporting Documents to Avoid a Refusal

You must have all your documents in place before you apply. You can prepare before receiving your CAS number, but we advise you not to start the online application and book an appointment until you have all documents in place.

Differentiation arrangement for “Low-Risk” nationals

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 “Providing supporting documents with your application” in the Tier 4 Policy Guidance.

Some nationalities do not need to submit their financial or educational documentation with their Tier 4 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.


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 “Maintenance: specific guidance for Tier 4 (General) Students” in the Tier 4 Policy Guidance

What do I need to do?

1. You must read the essential sections of the Tier 4 Policy 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 Tier 4 Policy Guidance and obtain any translations required before applying.
You need to show:

- Tuition fees for your programme as stated on your CAS; plus
- £1,265 per month living costs up to a maximum of nine months (£11,385).

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

IMPORTANT: Read the section on “Specified documents that can be used to show money available to you” in the Tier 4 policy guidance.

Most refusals for Tier 4 (General) 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, investments, credit cards or overdrafts);
- the documents must be issued by a bank that the UKVI accepts. You check can this in Appendix P.
- 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.

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.

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 (has the highest amount of money) as the start of the 28 day period, so you should use the same date.

If you are using multiple accounts, you should complete the Multiple Account Calculator to check you have the required funds for the 28 consecutive days. Contact ISVAT if you require this.

Using your parents’/legal guardians’ money or a joint account

IMPORTANT: Read the section “Money held by parent(s) or legal guardian(s)” in the Tier 4 Policy 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.

Scholarships

IMPORTANT: Read the sections “Official Financial Sponsorship or Government Sponsorship” and “Documents needed to show official financial sponsorship or government sponsorship” in the Tier 4 Policy Guidance.

The UKVI Tier 4 Policy Guidance states that an official financial sponsor is ‘Her Majesty’s Government, the student’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 all of your 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.

**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**

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.

If you have an educational loan, you can rely on a loan letter as evidence of funds for visa purposes. Your educational loan letter must be no older than six months before the date of application and must clearly show:
• your name;
• the date of the letter;
• the financial institution's name and logo
• the money is available as a loan;
• that "the loan is provided by the national government, the state or regional government or a government sponsored student loan company or is part of an academic or educational loans scheme." – this means that you cannot use personal loans as evidence.

**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.

http://www.lse.ac.uk/intranet/LSEServices/financeDivision/feesAndStudentFinance/feesAndLoans/Home.aspx

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 Tier 4 (General) 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 Tier 4 visa.

**What qualifications do I need to submit to avoid a refusal?**

**IMPORTANT: Read the section "Evidence of your qualifications" in the Tier 4 Policy Guidance.**

LSE will list in your CAS any qualifications that we used to assess you for the programme. See the section 'Evidence used to Assess Suitability' to check which qualifications were used. If you are applying in the UK, you will need to include evidence of any qualifications you have obtained within your current visa, even if your offer of study was not based on that qualification. This is due to the academic progression requirement.

You can submit the actual certificate showing your qualification or the official transcripts confirming your award.

If your offer of study is based on a qualification that you do not yet hold (e.g. 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.

**How can I prove I meet the English language requirements?**

**IMPORTANT: Read the Tier 4 Policy Guidance from "English language ability" to "How English language ability will be assessed for Tier 4 (General) Students"**

If you are attending the pre-sessional as a condition of your degree programme, check your offer information to confirm whether you are required to take the UKVI IELTS Secure English Language Test (SELT) before applying for your Tier 4 visa. It is likely that for a pre-sessional course to meet the conditions of your offer, you will be required to take a UKVI SELT to apply for a Tier 4 visa for the course.
If you will only be studying a course at degree level or above, LSE can assess your English language ability based on the English language conditions. Please check how we have assessed your English language ability on the CAS. However, if you have been assessed on the basis of holding a degree from a majority English speaking country and your degree is not from the UK, you will be required to provide a NARIC Certificate of Compatibility as evidence of your degree. You can find more details on how to obtain this from the NARIC website.

Getting your documents translated

*IMPORTANT: Read the section “Providing supporting documents with your application” in the Tier 4 Policy 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.

**Tuberculosis (TB) Test Certificate**

If your course is for more than 6 months and you are applying from 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 Tier 4 applicants](#) in our info sheet.

**UK Police Registration Certificate**

If your current or most recent immigration permission has (or had) the condition to register with the police then you must submit your original police registration certificate with your Tier 4 application if you are applying within the UK. You must ensure that your certificate is up to date with your current address, passport, visa etc. If your certificate is lost or if it is not up to date, you must resolve this before applying for your visa. A police registration certificate is not required for applications made outside the UK.

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**Part Two: Your Tier 4 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.
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.

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 £348. You can get an indication of recent processing times at: https://www.gov.uk/visa-processing-times. 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. This is confirmed in the Tier 4 policy guidance, please read the section “Tier 4 Students applying from inside the UK” in the Tier 4 policy guidance

The current cost for a standard application in the UK is £494.20. This includes the biometric fee under the new application system. You should receive your decision within eight weeks of the date of application.

The current cost for a priority application in the UK is £994.20. This includes the biometric fee under the new application system. 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 (formally premium service) application in the UK is £1294.20. This includes the biometric fee under the new application system. 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.

What are biometrics?

As part of your Tier 4 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. 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. 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. ISVAT 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 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 number of 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 eg. 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 Tier 4 Sponsor Licence. If you receive a refusal, you will not be issued with a new CAS number until you have been advised by ISVAT 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 three 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 Tier 4 Sponsor Licence. If you receive a refusal, you will not be issued with a new CAS number until you have been advised by ISVAT 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 ISVAT. 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 ISVAT 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 30 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.

If you are not able to travel to the UK within the 30 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 ISVAT 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 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.

If you are required to register with the Police, remember that you will need to take your passport and new BRP to OVRO within 7 days of receiving the BRP: [https://www.met.police.uk/advice-and-information/registering-as-an-overseas-visitor/](https://www.met.police.uk/advice-and-information/registering-as-an-overseas-visitor/)

**Checking your Visa**

It’s very important to check both your visa sticker and your BRP 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.

Find out what you should be looking for and how you can correct errors in our [infosheet](#).
Key Contacts

LSE Contacts

- **International Student Visa Advice Team** – contact us directly if you have any questions about applying for the Tier 4 visa. We are unable to speak to your parents or other family members about your Tier 4 application. If you have any questions, contact us directly to avoid any delays in our response.

- **Language Centre** – contact the Language Centre if you have any questions about your offer or any your programme of study.

- **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.

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 policy 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 ISVAT 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 Tier 4 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.