

## Tier 4 (General) Student Visa Information

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**International students coming to the UK to study full-time must apply for a student visa.** This is called a **Tier 4 (General) Student Visa**, and criteria are set by [UK Visas and Immigration \(UKVI\)](#). You can check whether you need to apply for a Tier 4 (General) Student Visa at: [www.gov.uk/check-uk-visa](http://www.gov.uk/check-uk-visa). You will not need a visa if you are from the [European Economic Area \(EEA\)](#) or Switzerland.

The process and conditions for attaining a student visa are subject to frequent changes. Please refer to [UK Visas and Immigration \(UKVI\)](#) for the most up-to-date information and read the [Tier 4 of the Points Based System – Policy Guidance](#) for a detailed explanation of every stage of the process. You may wish to view the [UK Council for International Student Affairs](#) website which offers information and advice on all aspects of being an international student in the UK.

**Northern School of Contemporary Dance (NSCD)** is a [licensed Tier 4 sponsor](#).

### Step by Step Guide to your Tier 4 (General) Student Visa application

1. After a successful audition and selection process NSCD will send you a conditional offer for a place on one of the following courses:
  - Certificate of Higher Education (CertHE) Contemporary Dance
  - BA(Hons) Dance (Contemporary)
  - MA Contemporary Dance Performance (VERVE or PAS)
  - MA Dance and Creative Enterprise
  - PGDip Arts Learning & Teaching in Higher Education
2. You then accept your place and submit the following documents to NSCD ([admissions@nscd.ac.uk](mailto:admissions@nscd.ac.uk))
  - a) A colour photocopy of the photo page of your **passport** as well as details of any previous **Tier 4 (General) Student Visa's** you may have been issued for prior studies in the UK. If you are planning to apply for a new passport it is essential that you do this prior to sending this to NSCD as the passport number we hold must be the same as the passport number used in your visa application.  
and
  - b) **Your academic entry qualifications** as stated in your offer letter and also listed in the course entry requirements on the [NSCD Website](#) and [Overseas Entry Requirements](#). If your qualification is not shown in this list please contact the NSCD Admissions Team who will let you know if the qualifications you have gained in your country meet the entry requirements. (You can upload these with your acceptance or forward them to [admissions@nscd.ac.uk](mailto:admissions@nscd.ac.uk) once you receive the qualifications).  
and

- c) **Your English language entry qualification** (if English is not your first language) as stated in your offer letter and also listed in the course entry requirements on the [NSCD Website](#) and [Overseas Entry Requirements](#). If your qualification is not shown in this list please contact the NSCD Admissions Team who will let you know if the qualification you have gained in your country meets the entry requirements. (You can upload these with your acceptance or forward them to [admissions@nscd.ac.uk](mailto:admissions@nscd.ac.uk) once you receive the qualifications). If you are progressing from a UK undergraduate degree course to a postgraduate qualification, i.e. you have already studied in the UK, you are exempt from this English language entry requirement.

and

- d) **Evidence that you have sufficient funds available to pay your tuition fees and support yourself.** You will not be required to pay the total tuition fee in advance, apart from a £1500 course fee deposit, but you need to show that you do have the funds available. Information about payment of the tuition fees is available on the [Tuition Fee Policy 2018-19.pdf](#) (version for 2019/20 will be sent with any offers made)

The chapter 'What money does a Tier 4 (General) student need?' of the [Tier 4 of the Points Based System – Policy Guidance](#) outlines that you need to be able to show **proof of funds** as listed below. Please note that applicants from 'low-risk' countries (See page 12, point 12 in the link above) may not be required to show **proof of funds** as part of their visa application but they do need to have this available if asked for it. Equally NSCD requires this information prior to issuing your Confirmation of Studies (CAS) which you will need from us before you can make your Tier 4 (General) Student Visa application. There is also useful information available on the [UKCISA](#) website about 'low-risk' countries.

- i. your **2019/20** course tuition fee of:
- £16,500 (CertHE)
  - £17,500 (BA) (proof required for first year only)
  - £17,500 (MA)
  - £11,666 (PGDip)

and

- ii. living costs for 9 months ( $£1,015 \times 9 = £9,135$ ).

**You need to provide this evidence by sending NSCD one of the following:**

- A Student Loan letter (the loan must be provided by your national government, state or regional government, or by a government sponsored student loan company or be part of an academic or educational loans scheme).  
*or*
- Proof of official financial or government sponsorship available to you.  
*or*
- A bank statement\* in your name or of a parent/carer that shows the required funds being available for at least 28 consecutive days and that is not older than 31 days. *Please note:* As the earliest that you can apply for your visa is 3 months before the course start date and because your bank statement must not be older than 31 days when you apply (and be the same document that we, NSCD, approved) please do not email this to us earlier than mid-June 2019. If the bank statement is a parent/carer bank account we also need a written statement from them that the funds outlined above are available to you for these purposes and also a copy of your birth certificate.  
\*Please see Appendix A, at the end of this document, which shows what the bank statement must include.

3. NSCD will then check your passport, entry qualifications and proof of funds documents and if we are satisfied that they meet the UKVI requirements we will
  - a. Send you an unconditional offer  
and
  - b. Send you a Confirmation of Acceptance of Studies (CAS) reference number.
4. You submit a **Tier 4 (General) Student Visa** application using the same documents that you submitted to NSCD and the CAS reference number that we issued to you.

Credibility checks: When you make your application you may be asked to undertake an interview either in person or on the telephone. If as a result of this interview the Home Office is not satisfied that you are a genuine student, or you cannot speak English to the required standard the application will be refused. If you are asked to undertake an interview but do not attend without reasonable explanation being given, your application will be refused.

**Visa Application Form link:** <https://visas-immigration.service.gov.uk/apply-visa-type/tier4>

You will also need to pay a compulsory surcharge to use our National Health Service  
<https://www.gov.uk/healthcare-immigration-application/pay>

5. You must inform NSCD of the outcome of your visa application as soon as you receive it.
6. A travel document called a '30 day vignette' will be attached to your passport. You must check this and arrive in the UK before it expires.
7. On arrival at the UK border you will be asked to show your passport with visa. Border officials may also ask to see the same documents that you used in your visa application so you should carry them in your hand luggage.
8. Collect your Biometric Residence Permit within 10 days of arrival in the UK from the post office you are asked to use. Failure to do so can result in a financial penalty or at worst have your permission to stay in the UK revoked.
9. Enrol at NSCD and present your passport and Biometric Residence Permit.
10. Ensure you meet your Tier 4 (General) student visa conditions and responsibilities which will be fully explained to you at enrolment.

## Extending an existing Tier 4 (General) student visa in the UK

You can extend your existing Tier 4 (General) student visa in the UK if you are progressing from a UK undergraduate degree course to a new course at a higher academic level e.g. to a postgraduate programme and have successfully completed your previous course (received your results).

You will still need to meet the conditions required for applying for a first Tier 4 (General) student visa with the exception of further proof of English language entry requirements.

Full information, including a link to the on-line application form, is available at:

<https://www.gov.uk/tier-4-general-visa/extend-your-visa>

You must apply:

- within 6 months of getting a CAS reference number
- before your current visa expires - but no more than 3 months before the course start date on your CAS

You can stay in the UK until you get your decision.

### Your Checklist

1	Keep a copy of your conditional offer letter	
2	Accept your offer and submit proof of <ul style="list-style-type: none"><li>a) your passport photo page</li><li>b) your entry qualifications</li><li>c) your English language qualification (if applicable)</li><li>d) your proof of funds</li></ul>	
3	Keep a copy of your unconditional offer letter and your CAS reference number	
4	Submit your <b>Tier 4 (General) Student Visa</b> application and attend an interview if requested.	
5	Inform NSCD of the outcome of your <b>Tier 4 (General) Student Visa</b> application	
6	Check that the expiry date of your '30 day vignette' fits with your travel plans	
7	Ensure that you carry all the same documents that you will have used in your visa application to show at the UK border if requested.	
8	Collect your Biometric Residence Permit within 10 days of arrival in the UK	
9	Enrol at NSCD and present your passport and Biometric Residence Permit.	
10	Ensure you meet your Tier 4 (General) student visa conditions and responsibilities which will be fully explained to you at enrolment.	


Contact [admissions@nscd.ac.uk](mailto:admissions@nscd.ac.uk) at any point if you have any questions.

*Document last updated 09/11/2018*

*(see appendix below)*

# Appendix A- Proof of sufficient funds – bank statement example

Financial institution's name and logo



N.B. If you are using an electronic bank statement – every page should bear the official stamp of the bank OR you need to provide a supporting letter from your bank on company headed paper confirming the authenticity of the statement

eSavings Account statement Printed: 14 September 2017

Your name or your parent's/legal guardian's name

**CERTIFIED TRUE COPY  
OF ORIGINAL DOCUMENT**

Zhang Wei      Sort Code: 12-34-56  
 Exe House      BIC: LLOYDGB21W00  
 Lower Argyll Road      Account number: 123456987  
 Exeter      IBAN: 1234567891234567879

SIGNED .....  
 DATE .....

The account number must appear in full

The date shown on your statement was correct at the time of printing.

Please read through the entries on your statement. If you think something is incorrect, please contact us on 0345 300 000 straight away and we'll check it for you.

Date	Description	Type	In (£)	Out (£)	Balance (£)
14-Sep-17	12SEP17 771001	TFR	1.00		32312.00
14-Sep-17	12SEP17 771001	TFR	1.00		32311.00
14-Sep-17	12SEP17 771001	TFR		1.00	32312.00
19-Aug-17	17AUG17 771001	TFR		520.00	32832.00
14-Aug-17	11AUG17 771001	TFR		250.00	33082.00
04-Aug-17	01AUG17 771001	TFR	1.00		33081.00
03-Aug-17	01AUG17 771001	TFR		1.00	33082.00
02-Aug-17	01AUG17 771001	TFR	10182.00		33082.00
01-Aug-17	01AUG17 771001	TFR	22900.00		22900.00

The funds you need to show for your application must be in your account for a consecutive 28 day period and remain in your account until you submit online. The end date of the 28 day period must be within 31 days of the date you submit your visa application online.

The amount of money available. The balance should not drop below the required amount during the 28 day period.

**Lloyds Bank  
 254 High Street  
 Exeter EX1 1BP**