

STUDENT VISA SPONSORSHIP UNDER THE STUDENT ROUTE POINTS BASED SYSTEM POLICY

1. Students studying at partner institutions should contact Student Affairs for confirmation of their immigration requirements and procedures.
2. Applicants requiring a Student Route Visa to study in the UK and under the University's Student Route Sponsor License are subject to the United Kingdom Visas & Immigration regulations and guidance.
3. Applicants are notified of their Student Route status (or other relevant immigration status) at the point of offer, and are issued with communications guiding them through the Student Route Visa requirements and the process of obtaining a Confirmation for Acceptance for Studies (CAS). Information about Student Route Visa requirements and reference to the relevant UKVI information resources are made available to prospective students at: <http://www.richmond.ac.uk/immigration/>.
4. Applicants who require a Student Visa to study in the UK will be issued with a Confirmation of Acceptance for Studies (CAS) once they have confirmed acceptance of their Unconditional Study Offer and evidence the following:
 - a. advance payment of 40% of the annual tuition fee;
 - b. a valid passport (photo page);
 - c. academic qualifications;
 - d. valid and verified English as a Foreign Language Test result (where applicable);
 - e. a satisfactory pre-CAS credibility interview has taken place (where applicable);
 - f. evidence that the applicant meets the UKVI minimum thresholds for financial maintenance which are:
 - i. the appropriate funds to cover the mandatory UKVI maintenance amount for the duration of study;
 - ii. additional funds for any unpaid tuition;
 - iii. confirmation that funds of any unpaid fees (tuition) and UKVI maintenance amount have been in current/deposit account for a period of 28 days; or confirmation that the applicant is in receipt of funding from source recognised by the UKVI (US Financial Aid, Educational Loan, Sponsorship by International body)
 - iv. that funds are presented in the financial documentation format by the UKVI.
5. The University will only issue a CAS if it is satisfied that it has, to the best of its ability, verified the information provided by the applicant, to mitigate the risk of a visa refusal. While the University makes every effort to minimize the risk of a visa refusal, it cannot guarantee that an applicant's visa application will be successful.

6. Applicants whose visa application has been refused are eligible for a full refund when evidence of the visa application refusal is provided.
7. Applicants are required to present original evidence of their visa (30-day vignette/electronic immigration status) and their original qualification prior to enrolment.
8. Enrolled applicants who have been issued a Biometric Resident Permit (BRP) are required to provide a copy to the University within 30 days of enrolment.

VERSION MANAGEMENT

Responsible Department: Admissions			
Approving body: Academic Board			
Version no.	Key Changes	Date of approval	Date of effect
001		24 July 2018	20 September 2018
002	Students at partner institutions should refer to their internal procedures	August 2020	
003	Tier 4 updated to Student Route, inclusion of pre-CAS credibility interview	June 2022	01 September 2022
		Restricted access? <i>Tick as appropriate</i> ☐ Yes ☒ No	