

STUDENT VISA SPONSORSHIP UNDER THE STUDENT ROUTE POINTS-BASED SYSTEM 2026-27

1. Applicants requiring a Student visa to study in the UK and under the University's Student Route Sponsor Licence are subject to regulations and guidance issued by United Kingdom Visas & Immigration (UKVI).
2. Applicants are informed of their Student Route status (or other relevant immigration status) at the point of offer and provided with guidance on Student visa requirements and the process for obtaining a Confirmation of Acceptance for Studies (CAS). Information about Student visa requirements and relevant UKVI resources is available at: <http://www.richmond.ac.uk/immigration/>.
3. Applicants who require a Student visa to study in the UK will be issued with a CAS once they have accepted an unconditional offer and provided evidence of the following:
 - a. advance payment of 50% of the annual tuition fee;
 - b. a valid passport (photo page);
 - c. academic qualifications;
 - d. valid and verified English language test (where applicable);
 - e. a valid TB health certificate (where applicable);
 - f. a satisfactory pre-CAS credibility interview has taken place (where applicable);
 - g. evidence that the applicant meets UKVI minimum financial maintenance, including:
 - i. sufficient funds to cover the required UKVI maintenance amount for the duration of study;
 - ii. sufficient funds to cover any outstanding tuition fees;
 - iii. confirmation that the required funds have been held in a current or deposit account for at least 28 consecutive days unless the applicant is receiving funds from source recognised by UKVI (US Financial Aid, an educational loan, or sponsorship by an international body);
 - iv. financial documents presented in a format accepted by UKVI.
4. The University will only issue a CAS where it is satisfied that the information provided by the applicant has been appropriately verified in order to minimise the risk of visa refusal. While the University will make every reasonable effort to support a successful visa application, it cannot guarantee that a visa application will be successful.
5. Returning students resuming their studies following a Leave of Absence (LOA) or through the University's re-admission process will also require a CAS. Students will be informed, prior to departure from the University, about the process of applying for a new Student visa before returning to their studies. Further information can be found on our website: <https://www.richmond.ac.uk/immigration/>.
6. Returning students who require a Student visa will be issued with a CAS once:

- a. their re-admission or return from LOA has been approved;
 - b. a revised course end date has been confirmed; and
 - c. they have provided evidence of the following:
 - i. advance payment of 50% of the annual tuition fee;
 - ii. a valid passport (photo page);
 - iii. evidence of departure from the UK following withdrawal from studies, where applicable;
 - iv. payment of any outstanding tuition debt (if applicable);
 - v. a valid TB health certificate (if applicable);
 - vi. evidence that the applicant meets UKVI financial maintenance requirements, including:
 - 1. sufficient funds to cover the required UKVI maintenance amount for the duration of study;
 - 2. sufficient funds to cover any outstanding tuition fees;
 - 3. confirmation that the required funds have been held in a current or deposit account for at least 28 consecutive days, unless the applicant is receiving funding from a source recognised by UKVI (US Financial Aid, an educational loan, or sponsorship by an international body);
 - 4. financial documents presented in a format accepted by UKVI.
7. Continuing students who require additional time to complete their studies will require a CAS to apply for a visa extension, subject to the following conditions:
- a. submission of a CAS Assessment Form at least two months before the start of the final taught or active study period;
 - b. a CAS for a visa extension can only be issued for an active period of study and not solely for the purpose of awaiting assessment outcomes or exam board decisions;
 - c. the student should be of sound financial, academic and disciplinary standing;
 - d. in most cases, a CAS cannot be issued until the latest academic results have been formally confirmed;
 - e. the student must clear any outstanding tuition fee debt and pay full tuition for the upcoming semester;
 - f. the student must apply from inside the UK with a current and valid Student visa;
 - g. a CAS for a visa extension to complete a postgraduate dissertation or research project will normally only be issued once, provided all other eligibility criteria are met;
 - h. the student must provide evidence of visa application submission by the internal deadline specified by the University. Failure to do so may result in withdrawal of the CAS and may affect eligibility for future visa sponsorship.
8. In the event of a visa refusal, any tuition refund will be processed issued in accordance with the University's Refund and the Payment Terms and Conditions policies.

9. All applicants must provide evidence of their immigration status, including eVisa share codes where applicable, prior to enrolment or re-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
004	Editorial changes and current student/returning student guidance	June 2026	01 September 2026
		Restricted access? <i>Tick as appropriate</i> ☐ Yes ☒ No	