

Glasgow School of English

Student Visa Guidance from 3rd March 2010



GENERAL STUDENT VISA (GSV)

Points Based System

The UK Border Agency (UKBA) has introduced a new points-based visa system for the UK and you will need 40 points to get a visa. You will be awarded 30 points for a valid Confirmation of Acceptance of Studies (CAS) from a sponsor and 10 points for showing that you have sufficient money to pay for your tuition, accommodation and living expenses while you are in the UK.

Sponsor

To get a general student visa you must book a full-time course (minimum 15 hours per week) with an approved education provider or 'sponsor'. Glasgow School of English is an A-rated sponsor and our sponsor licence number is 18EC8KTJ1. We are only permitted to enrol students with our sponsor number stated on their visa. The full list of sponsors and their ratings can be found on the UKBA website: <http://www.bia.homeoffice.gov.uk/sitecontent/documents/employersandsponsors/pointsbasedsystem/registerofsporsoreducation>.

Finances (known as 'Maintenance')

You will need to prove to the UKBA on your visa application that you have enough money to live and study while you are in the UK. You will need to show that you can pay your tuition fees plus £600.00 per month for accommodation and living expenses. This money is known as 'maintenance'.

Visa Fee

The student visa application fee depends on where you apply from:

- £357 if inside the UK, applying by post
- £565 if inside the UK, applying in person at a public enquiry office
- £145 if outside the UK. This will rise to £199.00 on 6th April 2010.

Confirmation of Acceptance for Studies (CAS)

You will require a Confirmation of Acceptance of Studies (CAS) to apply for a GSV. You no longer need a Visa Letter. The CAS is a just a number not an actual document. The school will send you a 'Confirmation of Booking' letter confirming your course details showing your CAS number. The CAS number must be quoted in your visa application.

For Glasgow School of English to provide you with a CAS, we will require you to:

- Complete the online application form and pay the relevant deposit (or full fee) via our website at <http://www.glasgowschoolofenglish.com/apply-now-home.php?id=43>
- Inform us of your country of birth if different to your nationality
- Send a scan of your passport by email or fax
- Pay £400 course deposit
- Pay £150 accommodation deposit if you have booked accommodation
- Pay £10 for the CAS
- Send evidence of your current English language level which must be at least B1 on the Council of Europe Framework of Reference (CEFR)

Please note if you are funded by an overseas government:

- There is no minimum level of English required.
- You must send proof of your funding or financial sponsorship when you book.

If you require a CAS, you should complete the school's application process at least 1 month before the start of your course and no more than 6 months before your intended start date. If you receive a CAS, you must pay for and study at the school for the full period stated at application. If you do not, you will be reported to UKBA.

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How can you show evidence of your English level?

You can use one of a number of different documents to show your English language ability. Any document must clearly state your level in terms of the Common European Framework of Reference (CEFR). For more information on the CEFR see <http://bit.ly/gse-CEFR>. We currently accept the following documents:

- Internationally-recognised English language certificate such as IELTS, TOEFL, TOEIC, and the Cambridge examinations (PET, FCE, CAE)
- College or university certificate specifically showing your English language ability
- Secondary school certificate specifically showing your English language ability
- Certificate from a language school

All documents must be in English. If they are not in English you must provide a fully certified translation by a professional translator. This translation must include:

- Translator's qualifications
- Confirmation from the translator that it is an accurate translation of the original document
- Date
- Translator's signature
- Translator's contact details

You can send copies to the school but you must supply the original documents when you apply for your visa.

Visa Application

If you are already in the UK, download and complete 'Tier 4 (General) application form' from the UKBA website: <http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/tier4generalapplication>. If you are outside the UK, you can download and complete both 'Application form VAF9 – PBS Migrant' and 'PBS Appendix 8: General Student self assessment form' available from the UK Visa website: <http://www.ukvisas.gov.uk/en/howtoapply/vafs>. Please read the application forms and the guidance very carefully. In summary, when applying for your UK visa you will need to supply:

- The completed application forms (in English using blue or black ink only)
- Your passport
- Your visa fee
- Your CAS number
- All documents used by the school to prove your English language ability
- A letter from your parent or guardian if you are under 18 years old
- A letter from your financial sponsor if you are not paying your own fees
- Your biometric details (all your fingers scanned and a full-face digital photograph)
- A recent passport-size (45mm x 35mm) photograph in colour on a cream or light grey background, not framed, on normal photographic paper, of your full face without hat or sunglasses
- Proof from your bank that you have enough money to cover your tuition fees, accommodation and living expenses in the UK

You must supply original documents showing your maintenance (your money) and your English language ability. If you do not provide the correct documentation, you will not be successful in obtaining a visa.

Visa Refusal

If your General Student Visa application is refused, send a copy of the 'Refusal of Entry Clearance' letter to the school and we will refund you the total fees received less an £80 administration fee and the £10 CAS fee. **You will only be refunded upon supplying a visa rejection letter at least three weeks before your start date. If have not received your visa within 3 weeks of your start date please contact the school to let us know.**

Please note that the above information is for general assistance only and is not legal advice. Glasgow School of English cannot take responsibility for the accuracy of this advice. For information and advice regarding studying in the UK please see the UK Visas website <http://www.ukvisas.gov.uk> or UKBA website <http://www.ukba.homeoffice.gov.uk/studyingintheuk>. The website provides a quick guide for students that you might find helpful.