



TASIS THE AMERICAN SCHOOL IN ENGLAND

Visa and Immigration Guide

Thank you for enrolling your child(ren) at TASIS England. Please use this document to guide you through the visa application processes for a Short-term Study Visa or a Tier 4 (Child) student visa. We recognize these processes can be complex, so please don't hesitate to contact our Admissions Office if you have any questions - ukadmissions@tasisengland.org

Students who are non-EU nationals coming to TASIS for less than 6 months can apply for a Short-term study visa. For study plans over six months, a Tier 4 (Child) student visa is required.

If your child is an EU/Swiss national, or a dual national holding a EU/Swiss passport, please email a copy of the photo page from the EU/Swiss passport to ukadmissions@tasisengland.org. Currently he/she will not need to apply for a visa and can travel to the UK using the EU/Swiss passport. Following the UK's withdrawal from the European Union, this position will not change during 2020.

PLEASE NOTE: We only provide a Confirmation of Acceptance for Studies (CAS) reference number to **boarding** students. We are unable to provide a CAS reference number to **day** students.

What type of visa do I apply for?

The type of visa you require depends on the length of study. Detailed information about the different types of student visa and the visa application process are also available on the UK government's visas and immigration website. [Do I need a visa?](#)

Applying for a Visa

You will require either a **Short-term Study Visa** (for a course of six months or less) or a **Tier 4 (Child) student visa** for a one-year to four-year course of study at TASIS.

Short-term Study Visa

The Short-term Study Visa is for students who are studying a first or second semester course, which is less than six months at TASIS.

What to do next – Short-term Study Visa:

- Pay the first or second semester school fees to TASIS
- TASIS will provide a receipt for the school fees paid and letter confirming enrollment and that your child will live at TASIS
- Apply for your visa
- **IMPORTANT:** we do require “unaccompanied” to be shown on the VISA Entry Clearance. If “accompanied” is shown, the student will need to travel with a parent at all times.

How do I apply for a Short-term Study Visa?

Please click the link below to apply for a Short-term study Visa:

[Short-term Study Visa](#)

More information about the Short-term Study Visa can be found [here](#).

Tier 4 (Child) student visa

If you are a non-EU/EEA/Swiss national, and you come to TASIS to study for more than six months, you will need to apply for a Tier 4 (Child) student visa.

Confirmation of Acceptance for Studies (CAS)

Before you can apply for your Tier 4 (Child) student visa, you will need a Confirmation of Acceptance for Studies (CAS).

A CAS is a 14-digit reference number which is issued to you by TASIS once you have accepted your unconditional offer. TASIS will provide details of you and your studies to the UK Visas and Immigration (UKVI) through an online database. The UKVI will then provide a reference number to identify this information. The reference number is your CAS.

You can request your CAS from the Admissions Office following payment of the first instalment or full school fees to TASIS England. Please contact ukadmissions@tasisengland.org

Please select the visa category: Tier 4 (Child) student visa of the Points Based System. This category is for children between the ages of 4 and 17 years of age who are studying at an independent school. **Please do not apply for a Tier 4 (General) student visa unless we have specifically advised otherwise.**

You must meet the full requirements of the Immigration Rules and have 40 points in total as shown below:

- A valid Confirmation of Acceptance for Studies from a fully licensed Tier 4 sponsor gives you **30 points**
- Enough money to cover course fees and monthly living costs (also known as maintenance or funds): **10 points**

What to do next:

1. Pay the first instalment or full school fees to TESIS England
2. Send a valid passport photo page to:
ukadmissions@tasisengland.org
3. Obtain a CAS reference number from the Admissions Office
4. Apply online for a Tier 4 (Child) student visa
5. Pay for the visa application and Immigration Healthcare Surcharge (IHS)
6. Attend an appointment at the Visa Application Centre for Biometrics

Please note: We have been advised by our immigration lawyers that students will need to state the entry date on their visa application as 26th July 2020. This will facilitate the UK Government's 14 day quarantine period, should this remain in place.

Your CAS reference number will now be valid for six months. You are only permitted to use the CAS reference number **once**. If for any reason you are refused a visa, you **cannot** use the same CAS reference number again.

A valid CAS reference number **does not guarantee entry clearance**. The applicant will still need to demonstrate that he/she meets all the immigration rules.

Applying for your visa

You can apply for a visa up to **three months before** the course start date. If you try to complete the visa application earlier than the date above, your visa application will be **rejected** and you will lose your application fee.

Documents You Must Provide:

The documents you must provide are detailed at:

<https://www.gov.uk/child-study-visa/documents-you-must-provide>

- Current passport
- Proof that you can support yourself and pay for your course
- Proof of parental or other legal guardian consent and proof of your relationship with your parent or guardian
- Tuberculosis (TB) test results if you are from a country where the test is required
- Blank page in your passport on both sides for your visa
- Where a document is not in English, the document must be accompanied by a full translation and must contain confirmation from the translation company that it is an accurate translation

To assist you during the visa application process, we will provide:

- CAS document
- Receipt
- CAS letter
- Blank parental consent form for your use if you wish

Passports

If at all possible, please do not replace your child(ren)'s passport whilst the visa issuing process is underway. If you do receive a new passport, please let us know immediately so we can update your CAS document prior to its use.

Parental consent, and evidence of how the applicant is related to the consenting party:

Extracts from the current immigration rules are included below for your guidance:

The applicant's parents or legal guardian, or just one parent if that parent has sole responsibility for the child, must confirm that they consent to the arrangements for the applicant's travel to, and reception and care in, the UK.

Where the consent of the applicant's parent(s) or legal guardian is required, evidence of how the applicant is related to the consenting party must be provided with the application. A copy of one of the following documents can be used:

- (i) a birth certificate showing the names of the applicant's parent(s),
- (ii) a certificate of adoption showing the names of the applicant's parent(s) or legal guardian, or
- (iii) a Court document naming the applicant's legal guardian.

Money available for boarding school fees:

Nationals applying from certain countries do not need to show evidence of money available for boarding school fees (though you may be asked to during the process). Countries are listed here:

<https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-h-tier-4-documentary-requirements>

For nationals from other countries, if you have paid the first instalment but not the entire school fee, you must show you have the money available to pay your school fees (course fees and board or lodging fees) for the academic year. The bank statement must evidence a continuous balance of at least the amount owed for a continuous period of 28 days with the closing balance on the statement dated no more than 31 days before the date of application.

If needed, more information around evidence of finances may be found from paragraph 222 of the document here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/770523/T4_Migrant_Guidance_JAN_2019_11.01.2019.pdf

Applying Outside the UK

If you are making your Tier 4 (Child) visa application from outside the UK, you must apply in your home country or normal country of residence.

Please click the link below to apply for a Tier 4 (Child) student visa:

Tier 4 Child

At the end of the application, you will need to pay the application fee and the Immigration Health Surcharge, which currently cost £300 **per year** for the length of the visa.

To find out more about Immigration Health Surcharge, please click [here](#)

You will be directed to make an appointment at your nearest Visa Application Centre. You will need to supply your biometric information – digital fingerprints and a photograph – for your Biometric Residence Permit (BRP), which you will collect at school once you have arrived in the UK.

Biometric Residence Permit (BRP)

The BRP is proof of the holder's right to study in the UK.

Once you arrive in the UK, your vignette (visa entry clearance sticker found in your passport) will be stamped by Border Control and you then have ten days to collect your BRP card at school.

To find out more about Biometric Residence Permits, please click [here](#)

When prompted, please do not apply to obtain your BRP from a Post Office. Instead, please enter the code **4SC392** in the 'Alternative Location' field and this will confirm that you will complete the BRP from TESIS England.

What happens next?

If your application is successful, you will get a "vignette" in your passport. This is a visa sticker which will allow you to travel to the UK and which will state the conditions of your visa. **This is valid for 30 days only to allow you to travel to the UK.**

You will also receive a Visa approval letter. Keep this in your passport when you travel to the UK and hand this in on registration day at TESIS with your passport. You will require this letter in order to collect your BRP card at school.

What if my visa application is refused?

The financial requirements are one of the most important parts of the visa application. **Submitting financial documents in an incorrect format is the main reason why Tier 4 visa applications are refused.**

To meet the Tier 4 requirements, boarding students must be able to prove that they have enough money to pay for:

- The first year of their tuition fees; or

- Their whole tuition fee if the program is less than one year

If you receive a refusal letter, please email a copy of the refusal letter to ukadmissions@tasisengland.org. After receiving the refusal letter, TASIS may be able to issue a second CAS reference number. TASIS will issue only two (2) CAS reference numbers per student.

If you require further information regarding visa requirements, please click on this link: [Tier 4 \(Child\) student visa](#)