



## 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 process for a Child Student visa or a Student visa (previously Tier 4). 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](mailto:ukadmissions@tasisengland.org)

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#### **For EU/Swiss nationals:**

Following the UK's withdrawal from the European Union on December 31, 2020, all EU/Swiss students will now have to apply for a visa to study in the UK.

#### **If students entered the UK prior to December 31, 2020:**

**Students do not need a visa if they entered the UK before 11 p.m. on December 31, 2020.**

Students who entered the UK prior to December 31, 2020 can apply to the [EU Settlement Scheme](#) no later than June 30, 2021 to continue to work, live, or study in the UK.

If you have EU settlement, please let us know as soon as possible. We will need you to send us the share code for the individual student that will legally confirm their settled or pre-settled status in the UK. The link to share this code will be in your original letter from the Home Office.

#### **If students enter the UK on or after January 1, 2021:**

Students will be able to study in the UK for up to six months without applying for a visa. This includes those who intend to study in the UK for the spring semester only. However, those who intend to study in the UK for longer than six months must apply for a full visa for the duration of their studies at TASIS England.

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### **What type of visa should I apply for?**

The type of visa required depends on the length of study. Detailed information about the different types of student visas and the visa application process is also available on the UK Government's Visas and Immigration website:

[Do I need a visa?](#)

## APPLYING FOR A VISA

### Child Student visa or Student visa

To study at TASIS England for more than six months, all international students (including all EU/Swiss passport holders entering the UK after January 1, 2021) need to apply for a Child Student visa or a Student visa. We also recommend that if you intend to study for just one semester, especially in the fall, you also apply for a full visa.

If you fulfill the requirements you can apply for a:

- [Child Student visa](#) - for a child aged 4 to 17 to study at an independent school
- [Student visa](#) - to study in the UK if students are aged 18 or over

### Confirmation of Acceptance for Studies (CAS)

Before making an application for a Child Student visa or a Student visa, you will need a Confirmation of Acceptance for Studies (CAS).

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

A CAS is a 14-digit reference number which will be issued by TASIS England once you have accepted your child's offer of enrollment as a boarding student. TASIS England will provide details about your child and their studies to UK Visas and Immigration (UKVI) through an online database. UKVI will then provide a reference number to identify this information. The reference number is your CAS.

The CAS reference number will be valid for six months only. You are only permitted to use the CAS reference number **once**. If for any reason your child is 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 the student meets all the immigration rules.

You can request the CAS from the Admissions Office following payment of the first installment or the full school fees to TASIS England. Please contact [ukadmissions@tasisengland.org](mailto:ukadmissions@tasisengland.org).

### Points requirement

Under the new UK government regulations, anyone wanting to study in the UK must meet a minimum number of "points" to be eligible to receive a Child Student visa or Student visa. The applicant must meet the full requirements of the Immigration Rules and must be awarded a total of 70 points based on the tables on the next page.

For a Child Student visa:

Points Type	Relevant requirements to be met	Number of Points
Study	<ul style="list-style-type: none"> <li>● Confirmation of Acceptance for Studies (CAS) requirement</li> <li>● Course requirement</li> <li>● Study at an independent school</li> <li>● Aged between 4 and 17 when applying</li> <li>● Parental consent</li> </ul>	50
Financial	<ul style="list-style-type: none"> <li>● Financial Requirement</li> </ul>	20
	Total Points	70

For a Student visa:

Points Type	Relevant requirements to be met	Number of Points
Study	<ul style="list-style-type: none"> <li>● Confirmation of Acceptance for Studies (CAS) requirement</li> <li>● Course requirement</li> <li>● Approved qualification requirement</li> <li>● Level of study requirement</li> <li>● Place of study requirement</li> </ul>	50
Financial	<ul style="list-style-type: none"> <li>● Financial Requirement</li> </ul>	10
English Language	<ul style="list-style-type: none"> <li>● English Language Requirement</li> </ul>	10
	Total Points	70

**What to do next:**

1. We require you to pay the full school fees to TASIS England.
2. Send a valid passport photo page to: [ukadmissions@tasisengland.org](mailto:ukadmissions@tasisengland.org).
3. Obtain a CAS reference number from the Admissions Office.
4. Apply online for a Child Student or Student visa.
5. Pay for the visa application and Immigration Healthcare Surcharge (IHS).
6. Attend an appointment at the Visa Application Centre for Biometrics (Students with EU/Swiss citizenship and currently residing in the EU should receive notice from UKVI regarding an electronic method of supplying their biometric data through a mobile app.)

## Applying for the visa

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

**Please note:** If the student needs to apply for a visa but they are already in the UK, they cannot apply for a Child Student or Student visa if they entered the UK:

1. As a Visitor;
2. As a Short-term Student; or
3. Outside the Immigration Rules.

If they are in the UK under one of those conditions, they will need to leave the UK and apply for the Child Student or Student visa in their home country or normal country of residence.

## Documents you must provide

The documents you must provide are listed below:

- The child's current passport or other valid travel documentation
- Confirmation of Acceptance for Studies (CAS)
- Written consent for a child's study in the UK from the parent or legal guardian (for a student up to the age of 17 years old).

You may also be asked for the following:

- Proof that you can financially support your child.
- Proof of parental or other legal guardian consent and proof of the relationship between the child and the parent or guardian (for example, a birth certificate).
- Evidence of the qualifications the student used to get a place on the course (application documents).
- Tuberculosis (TB) test results if the student is from a country where the test is required. Further details can be found [here](#).
- Written consent for the application from the financial sponsor if the student has received sponsorship for course fees and living costs in the last 12 months.
- Blank page in the student's passport for the visa.

If a document is not in English, the document must be accompanied by a full translation and must include confirmation from a certified translator.

Further details can be found [here](#) for a Child Student visa and [here](#) for a Student visa.

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

- CAS document (from the Home Office with your CAS number);
- Receipt for paid tuition fees;
- CAS letter (from the school); and
- Supporting application documents (used by TASIS to review and offer the place to the student)

## Passports

If at all possible, please do not replace your child's passport while the visa issuing process is underway. If your child does 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:

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, study, 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:

1. Birth certificate showing the names of the applicant's parent(s).
2. Certificate of adoption showing the names of the applicant's parent(s) or legal guardian.
3. Court document naming the applicant's legal guardian.

## Applying from outside the UK

If you are applying for a Child Student visa or Student visa 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 Child Student visa or a Student visa:

[Child Student visa](#)

[Student visa](#)

At the end of the application, you will need to pay the application fee and the Immigration Health Surcharge, which currently costs £470 **per year** for the length of the visa.

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

For international students and any EU or Swiss nationals living in non-EU countries, applicants will be directed to make an appointment at their nearest Visa Application Centre. You will need to supply your child's biometric information – digital fingerprints and a photograph – for the Biometric Residence Permit (BRP), which your child will collect at school once they have arrived in the UK. Further information about the BRP is included below.

## What happens next?

If the visa application is successful, your child will get a “vignette” in their passport. This is a visa sticker which will allow the student to travel to the UK and which will state the conditions of their visa. **This is valid for 30 days only to allow time to travel to the UK. The student will only be allowed to enter the UK seven days prior to the TASIS England start date listed on your CAS.**

**Please note: During the Coronavirus pandemic, the vignette may state that the student has 90 days to travel to the UK to allow for any travel restrictions in your country.**

You will also receive a Visa approval letter. Your child should keep this in their passport when they travel to the UK and hand it in on registration day at TASIS along with their passport.

## Biometric Residence Permit (BRP)

The BRP is proof of the holder’s right to study in the UK. 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 your child will obtain the BRP from TASIS England.

Once a student arrives in the UK, the vignette (visa entry clearance sticker found in their passport) will be stamped by Border Control. The student then has ten days to collect their BRP card at school.

**Please note: The requirement to collect the BRP card within ten days has been relaxed due to COVID. However, as mentioned above, it is possible to have the BRP card delivered to the TASIS England campus and the student will be able to receive it as soon as they complete their quarantine.**

The BRP card will be delivered by a secure courier and will be sent directly to the TASIS England Admissions Office. Once the student arrives in the UK, the BRP is handed over to the Boarding Office and they will ask the student to check the BRP. This will then be kept with their passport in the Boarding Office and will be returned to the student when they travel, if they need it for any applications, etc.

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## What if my visa application is refused?

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

If you require further information regarding visa requirements, please contact us.

## **Additional information required**

### **Parental Consent**

UKVI requires us to hold on file a copy of the parental consent letter that is submitted alongside your child's visa application. This letter must be signed by the parent(s) who hold legal custody of the child.

Please ensure that you send the Admissions Office a copy of this letter as soon as you have filed your application.

### **Certified Translations**

We are also required to have on file a certified English translation of your child's birth certificate and their transcripts/school reports.

If, at the time of issuing a CAS, we do not have these documents on file, we will be in touch to ensure that we receive them. They are needed before we are able to continue the process and issue your child's CAS.