



Student Visa Application Checklist

1. Obtaining a CAS

You will need a Certificate of Acceptance for Studies (CAS) in order to apply for a visa for your child to attend Giggleswick School from September 2022. We will prepare the CAS for you once we have received the following documents from you:

Student passport	Please check expiry date and provide a copy of the passport you will use when submitting the Visa application, with copies of the pages with Visa stamps
Parents passports	Copies of your passports
Confirmation child has not been refused entry to the UK previously	An email to Giggleswick to confirm this will suffice
Birth Certificate	Translated into English by a certified translator that shows relationship to the parents
Parental consent letter	A letter to confirm that the parent(s) or legal guardian has legal custody or sole responsibility for the child and to approve of the reception arrangements. We will provide a template letter.
TB Certificate	Some students from certain countries will need to submit a valid Tuberculosis Test Certificate with their application This is to show that they have been screened for TB To check whether you will be required to submit a TB certificate, please visit the UKVI website. https://www.gov.uk/tb-test-visa/countries-where-you-need-a-tb-test-to-enter-the-uk
Financial evidence*	Funds to cover one year of school fees must be in a personal account in the name of the parents, child or legal guardian for 28 days or longer. The balance for the period of 28 days must not have gone below the school fee amount for the year. We accept a bank statement on headed bank paper, or a letter from the bank showing a balance that has been in the account for 28 days or longer.

The CAS can only be issued when all the necessary documentation has been provided. Thank you for your kind cooperation.

Financial evidence: If you provide a bank statement with funds of less than 28 days in the account, this will delay the issue of a CAS until the 28 days has been reached and another statement will be required. If the fees are paid to Giggleswick School for one year in full, financial evidence will not be required. If you pay a proportion of the school fees, then the remaining balance will need to be available in a bank account, and been in the account for 28 days or longer. If the school fees are being paid by an official financial sponsor, we will advise the UKVI of this on your child's CAS. If they are only paying a proportion of the school fees you must provide evidence that you have the balance remaining. The bank statement can be from a savings, current or notice of withdrawal account. Financial instruments such as shares, bonds, overdrafts, credit cards and pension funds are **not acceptable.*

Applying for a Student Visa

You will need **ALL** of the following documents for your visa application.

Student passport	Please check expiry date and provide a copy of the passport you will use when submitting the Visa application, with copies of the pages with Visa stamps
Parents passports	Copies of your passports
Confirmation child has not been refused entry to the UK previously	An email to Giggleswick to confirm this will suffice
Birth Certificate	Translated into English that shows relationship to the parents
CAS - Certificate of Acceptance for Study	Giggleswick School will provide you with a CAS document and CAS Number
Parental consent letter	A letter to confirm that the parent(s) or legal guardian has legal custody or sole responsibility for the child and to approve of the reception arrangements. We will provide a template letter.
TB Certificate	Some students from certain countries will need to submit a valid Tuberculosis Test Certificate with their application This is to show that they have been screened for TB To check whether you will be required to submit a TB certificate, please visit the UKVI website.
Financial evidence*	Funds to cover one year of school fees must be in an account in the name of the parents, child or legal guardian for 28 days or longer. The balance for the period of 28 days must not have gone below the school fee amount for the year. We accept a bank statement on headed bank paper, or a letter from the bank showing a balance that has been in the account for 28 days or longer.
Offer letter	Provides evidence of an unconditional place and that we have adhered to the admissions policy in assessing the level of English.
Acceptance form	Signed Giggleswick School acceptance form, shows consent for their child to be educated in the UK at Giggleswick School.
IHS Fee (Immigration Health Surcharge)	<p>Payment of the IHS during the visa application process gives your child access to the NHS (National Health Service) during their time in the UK. The IHS fee must be paid for during the visa application process – the visa will not be granted if this hasn't been paid for.</p> <p>Please note that the fee may vary according to the length of the visa. You'll pay for a whole year if the application includes part of a year that is more than 6 months. For example; an academic covers 2 years (September – July). The cost for one year is £470, meaning that an academic year would equal half the amount for the September-December period and the full amount for the January – July period.</p> <p>IHS Calculator</p>

ACL number	Alternative Collection Location (ACL) number for Giggleswick School is 3SC352, which will be required when submitting a visa application, in order for the BRP card to be delivered to the School prior to your child's arrival. Students who hold EU / EEA biometric passports and submit their biometric and passport information via the UKVI phone app, will receive digital status rather than a BRP card. No ACL code will be required in these cases.
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2. Further help

Holmes & Partners Ltd	If you would like the help of an independent immigration advisor when applying for a Visa please contact: Holmes Partners Email: michelle@holmespartners.co.uk +44 0113 5246991
Flywire	Please visit www.giggleswick.flywire.com for information on paying fees via Flywire.