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 recognise these processes can be complex, so please don't hesitate to contact Jenny Smolka, Visas & Immigration Coordinator, in our Admissions Office if you have any questions: ukadmissions@tasisengland.org

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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?

Please also speak to the Admissions Office if you are unsure or to discuss the options available.

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(*See Endnote)) must apply for a Child Student visa or a Student visa.

Students must not enter the UK prior to the issuance of a Child Student or Student visa as doing so could result in complications at the UK port of entry.

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

We may recommend that even if your child intends to study for just one semester, you might also want to apply for a full visa for them. The option is completely up to you and we can discuss this with you. If you do not want to apply for a visa for less

than 6 months, then certain nationals can enter the UK under a Visitor Status.

Nationals who must obtain a visa before entering the UK, no matter how long they intend to stay, can be found on the UKVI visa national list here.

If a student enrolls at TASIS England for the first semester, is granted a Child Student or Student visa, and decides to stay for the full year once they start at school, they are able to extend their visa from within the UK. We can discuss this further with you at a later date.

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 provide a Confirmation of Acceptance for Studies (CAS) reference number for **boarding** students. In only rare circumstances would we provide a CAS for a **day** student. This will be dependent on the age of the child and the family's living arrangements when they are in the UK, for example. If you have any questions, or you would like to discuss this further, please contact ukadmissions@tasisengland.org. We can then discuss options with you and confirm whether your family meets the strict requirements to allow your child(ren) to be sponsored for a Child Student visa as a day student.

A CAS is a 14-digit reference number which will be issued by TASIS England once:

1. You have accepted your child's offer of enrollment as a boarding student, by signing the enrollment contract and paying the tuition deposit;
2. We have received all the required documentation needed for the CAS (see notes below regarding documents that must be translated into English)
3. We have received the full tuition payment for the academic year

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. If your child's visa application is **rejected**, then they can use the CAS number again when they submit a second application.

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 full school fees to TASIS England. Please contact ukadmissions@tasisengland.org.

Points requirement

Under 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 below.

For a Child Student visa:

Points Type	Relevant requirements to be met	Number of Points
Study	● Confirmation of Acceptance for Studies (CAS) requirement ● Course requirement ● Study at an independent school ● Aged between 4 and 17 when applying ● Parental consent	50
Financial	● Financial Requirement	20
	Total Points	70

For a Student visa:

Points Type	Relevant requirements to be met	Number of Points
Study	● Confirmation of Acceptance for Studies (CAS) requirement ● Course requirement ● Approved qualification requirement ● Level of study requirement ● Place of study requirement	50
Financial	● Financial Requirement	10
English Language	● English Language Requirement	10
	Total Points	70

Living Arrangements for Child Student Visas

At TASIS England, all boarding students are enrolled into our full-time boarding program. Full-time boarding will be stated and confirmed on their CAS when issued to the family.

Alternative living arrangements during term time that are permitted under the Child

Student route are as follows:

- Living in full-time boarding accommodation provided by TASIS England, and outside of term time living with a person who is a British Citizen or settled in the UK and either:
    - a nominated (educational) guardian (for a period of less than 28 days); or
    - a private foster carer; or
    - a close relative; or
- Living with a private foster carer or close relative who is a British Citizen or settled in the UK; or
- Living with a parent or legal guardian who has permission as a Parent of a Child Student; or
- Aged 16 or 17 and living independently.

All proposed day student living arrangements must receive school approval to ensure compliance with UKVI, and our own, safeguarding regulations. TASIS England will discuss these options with you further to confirm if it is an appropriate arrangement. Parental consent is required for all living arrangements, including any proposed changes to the existing living arrangements.

Living Arrangements for Child Student Visas Outside of Term Time

Term time is defined as the days where classes are offered on campus, or other school sponsored event or activity, and is typically Monday through Friday. All weekends, bank holidays, holidays or breaks are considered to be outside of term time. Please note: weekends are still recognised as part of full-time boarding.

Boarding students who hold a Child Student visa are able to remain on campus with staff members present through the academic year except during school holidays when the boarding houses close. We do not have Exeat weekends, however there are four times the boarding houses close during academic year holiday breaks. These breaks are October break, Winter break, February break, and Spring break. Specific holiday dates for each academic year can be found on the school calendar. Some boarding students will attend school sponsored trips during a few of the school holidays.

In addition to the approved term time living arrangements listed above, the following living arrangements are also permitted for Child Student Visa holders outside of term time:

- Staying with a nominated (educational) guardian (for a period of less than 28 days);
- Staying with their parents for a short period of time in the UK (for example, if the parents are visiting the UK);
- Returning to their home outside the UK;
- Traveling outside of the UK;
- Staying at TASIS England while it is open and staff members present, except for the 4 holidays during the year when the boarding houses close as listed above;
- Joining school sponsored trips during a holiday in or out of the UK, such as October Travel Week or February optional travel; or

- Staying with a friend or close relative for the weekend, provided they have consent of their parents or legal guardian, and receive school permission to do so.

We encourage students to enjoy the many opportunities offered by our beautiful location in Surrey and our close proximity to London. However, please note that frequent overnight weekend stays off campus are not permitted and may prompt questions from UKVI, as their guidelines expect students to reside **full-time** on campus.

If the student is considering multiple overnight weekend trips, we'd be happy to speak with you about the available options and ensure that any plans remain in alignment with UKVI expectations. Our goal is to support both your family's wishes and the student's visa compliance.

Educational Guardian / Nominated Guardian

TASIS England does not require a students' family to appoint a nominated (educational) guardian, and this remains non-mandatory for all boarding students. As we only offer full-time boarding at TASIS England, your child is under the school's care during their time with us. The school acts as your child's emergency contact during their stay in the UK.

If you do decide to appoint a guardian, you will need to share all of the information with us so we can check they are appropriate for your child's visa application, as well as meet the school's safeguarding requirements. A new 'Letter of Undertaking' will be required prior to CAS issuing, which will need to be written and signed by the nominated guardian. This will need to be submitted to TASIS England as well as to UKVI as part of the required evidence that will need to be submitted alongside your child's visa application.

The 'Letter of Undertaking' is a letter provided by the Child Student's intended carer (nominated guardian) in the UK who confirms they have agreed to undertake the care, as well as confirming details such as their address and contact number. TASIS England is able to share a template with the family and/or agent which can then be shared with the nominated guardian or guardianship organisation if required.

For compliance purposes, TASIS England will also require a 'Nomination Form' and 'Guardianship Agreement' to confirm any guardianship arrangements. We will be able to provide templates for these so they can be completed prior to CAS issuing.

<u>What is a Nominated Guardian?</u>

A nominated guardian is defined in the immigration rules as:

- A person aged 18 years old or over who is appointed by the Child Student's parent, legal guardian, or school as the Child Student's carer in the UK outside of term-time for less than 28 days and/or is the school's emergency contact in the UK for the Child Student. This is not the same as:
    - a private foster carer
    - a close relative the Child Student is living with during term-time

- the Child Student's parent or legal guardian who has permission as a Parent of a Child Student

The nominated guardian must also be either a British Citizen or settled in the UK.

For UKVI purposes (as stated above), emergency contacts are nominated guardians. This is different to the emergency contacts that TASIS England asks for, as they don't have to be residing in the UK nor meet all the guardianship requirements.

In addition to the immigration rules, TASIS England recommends that a guardian:

- Should be 25 years of age or older (this requirement supersedes the UKVI age requirement);
- Is accredited by the Association for the Education and Guardianship of International Students (AEGIS), or Boarding Schools' Association (BSA); or
- Is a close relative to the Child Student living in the UK and is a UK Citizen or Settled. A "close relative" means a grandparent, brother, sister, step-parent, uncle (brother or half-brother of a child's parent) or aunt (sister or half-sister of a child's parent);
- Any other considerations or exceptions to the above would be evaluated on a case-by-case basis

Important information:

If you choose to have a guardian while in the UK, please notify us immediately so we can discuss the guardianship arrangements and documentation required for the visa application.

In addition, if you change guardians, if your guardian details change, or if there are any other changes to your child's living arrangements outside of term time, please notify us immediately.

We continue to advise that an educational guardian is non-mandatory and is only required in specific circumstances. This includes cases where your child will regularly stay in the UK off campus during periods outside of term-time. In general, it is not a requirement for students who attend TASIS England.

What to do next:

1. We require you to **pay the full school fees** to TASIS England
2. Send any outstanding documentation (birth certificate, school reports/transcripts in English) to: 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 (non-EU students)
   OR
   Students with EU/Swiss citizenship will receive notice from UKVI regarding an electronic method of supplying their biometric data through a mobile app.

This app can be downloaded from any app store and is called ‘UK Immigration: ID Check’.

Applying for a visa

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

The earliest you can apply for the full year or first semester of the 2026-27 academic year is 19th February 2026 onwards. The academic year begins on 19th August 2026.

The earliest you can apply for the second semester of the 2026-27 academic year is 11th July 2026 onwards. This semester begins on 11th January 2027.

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.

For in-country visa applications, to extend a current visa or to switch to/from another visa category, you can only apply 3 months prior to the course start date (19th May 2026 for the start of the academic year or 11th October 2026 for the second semester). If switching from day to boarding, or near to school holidays, there may be additional restrictions around these dates which we will discuss with you.

Visa fees

For visa applications under the Child Student and Student routes, the cost is currently £524 for standard processing. This will be increasing to £558 from 8th April 2026.

Priority and Super Priority visa services

The Priority and Super Priority services may be available for you to purchase in addition to the application fee as part of your child’s visa application. For those attending a visa application centre to submit their biometrics (mostly non-EU students), please be aware that not all centres offer this service. However, if it is available to you, you can pay for this at the time of the application.

If you choose to use the Priority service, you will need to pay £500 in addition to the visa application fee. This service usually means you will receive a decision from

UKVI within 5 working days. The 5 days begin from either the day of your appointment if you attend a visa application centre or the working day after you have submitted your application using the UK Immigration app.

If you choose to use the Super Priority service, you will need to pay £1000 in addition to the visa application fee. This service usually means you will receive a decision from UKVI within 1 working day. It will be by the end of the next working day if you have attended an appointment in-person or completed your biometrics via the app on a weekday, or 2 working days if you have completed your biometrics on a weekend.

Please note that it can take longer than the stated times if your application requires further information for any reason. UKVI would contact you via email if this is the case.

Further details can be found here.

Documents you must provide

The documents you must provide are listed below:

- The child's current valid passport
- Birth certificate (including certified translation where applicable)
- Parental consent letter for the child's travel, study and living arrangements in the UK from the parent/s or legal guardian (for a student up to the age of 17 years old). Written consent is required from both parents, or one parent if they hold sole responsibility, or legal guardian.

Please note: if you are applying for a Student visa (18 years old), your child may also be required to evidence their level of English language (depending on nationality). They would need to complete a UKVI approved English test at a UKVI approved test centre. We can guide you through this if it is required, to ensure you book the correct test. Further details can also be found here.

You may also be asked for the following:

- Proof that you can financially support your child.
- Evidence of the qualifications the student used to get a place on the course (application documents including school transcripts).
- Tuberculosis (TB) test results if the student is from a country where the test is required. Further details can be found here. A UKVI approved TB test certificate would need to be provided.
- 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.
- If you have appointed a nominated guardian in the UK, you will also be required to submit a letter of undertaking (see further details above).

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

Our requirements as a school are to also have these certified translations on

file before we issue a CAS.

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 (this includes course details and your CAS number);
- Receipt for paid tuition fees;
- CAS letter confirming next steps and other useful information;
- Parental consent letter template (for you to use if you wish)

We will also be available to guide you through the visa process if you have any questions along the way.

Passports

If you are planning to have your child's passport renewed before they attend school, please send us a copy of the new passport so we can update the details in our system. We will then be able to prepare the documents needed to issue the CAS with the correct information, matching their new passport you are applying with.

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 at this point, please let us know immediately so we can update the 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.

Please note: If a parent's name has changed since the birth certificate was issued, additional evidence of the name change may be required so that UKVI can confirm the parental relationship. If one parent has passed away and the remaining parent has sole custody, a copy of the death certificate must also be provided.

Applying from outside the UK

How to apply:

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

Information relating to Immigration Health Surcharge (IHS):

During the online application, you will need to pay the visa fee (£524 - increasing to £558 from April 2026) and the Immigration Health Surcharge, which costs £776 **per year** for the length of the visa. You will be charged up front for the number of years stated on the CAS which in turn, is the number of years you apply for on the visa application.

IHS calculations are made based on the full duration of the visa being issued (as per course dates stated on the CAS) plus an additional 4 month period is issued upon completion of studies (these extra months are added on by UKVI and cannot be changed). UKVI charges an additional £388 for each 6 month increment. Please see example below:

Length of course (as per CAS, August - June): 10 months
Additional time added to the visa: 4 months
Total duration of visa issued: 14 months
Total costs of IHS fee: £776 + £388 = £1,164

Please find below a link to the IHS calculator which can be used to calculate the required IHS fee based on circumstances:
https://www.immigration-health-surcharge.service.gov.uk/checker/type

To find out more about Immigration Health Surcharge, please click here.

PLEASE NOTE: In addition to the IHS fee, TASIS England also requires all boarding students to have private medical insurance. More information will be sent to you in the Enrollment mailing in due course.

Attending a Visa Application Centre:

For international students and any EU or Swiss nationals who do not have a biometric chip in their passport (shown by the small gold camera logo on front of passport), 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 which will then be connected to their visa.

What happens next?

If the visa application is successful, your child will receive a digital immigration status known as an eVisa. When they pass through immigration for the first time,

their passport may be stamped with an entry date, or they will enter via the eGates if they are from a country that allows this when entering the UK.

The student will usually be allowed to enter the UK 30 days (1 month) prior to the TASIS England start date listed on the CAS. If your child is a late enrollment or the visa is issued close to the start of school, then they will have a shorter period of time stated prior to the start date on the CAS. In some cases this can be anywhere between 1 and 7 days depending on when the visa is approved. They must not enter the UK before the date stated on their eVisa.

They will also receive a decision letter from UKVI via email confirming the outcome of their visa application and whether they have been granted entry clearance. It will also state the full validity dates of the visa and any conditions of their visa if their application was successful.

Please note: For any students that are required to attend a visa application centre for their biometrics, there will also be details included on the letter of how to access your eVisa and the next steps to be taken. *Further details are shared below on this new process that has been introduced by UKVI.*

Please make sure that you send a copy of the decision letter to the Admissions Office as soon as this has been received, so we can add this to your child's student record. The email address is: ukadmissions@tasisengland.org

Online Immigration Status (eVisa) - for non-EU students (or those having to attend a biometrics appointment at a visa application centre)

At the end of 2024, UKVI moved over to a fully online system. Physical Biometric Residence Permits (BRP cards) are no longer being issued to visa holders and instead you will receive an Online Immigration Status, known as an 'eVisa' which will need to be linked to your passport. All visa holders will now only need to enter the UK with their passport, which has been used to apply for their visa.

When your child receives confirmation via email from UKVI that they have successfully obtained their visa, they will also share details on how to access their eVisa, including how to link their visa to their passport. This will include registering for a UKVI account and then step by step instructions on how to link their visa to their account. This must be completed to allow them to travel in and out of the UK once they are at TASIS. We recommend that you complete this process as soon as possible once you have received the decision letter via email and inform us once the process has been completed. We are also more than happy to help guide you through the process if you need any assistance with this.

Once your child receives confirmation of their Child Student or Student visa, please send us the decision/approval email from UKVI as soon as this is received as we are required to hold a copy of this on their student record. We will also then ask you to 'view and prove' their immigration status with us once you have completed the eVisa registration and will send further details on how you can access this service from your UKVI account at the time. It will involve sending us a share code that will need to be generated from your child's UKVI account.

Your child will still be required to have their fingerprints and photograph taken at

a visa application centre as part of their application, even though they will receive a digital visa. This is all part of the application process.

Once your child arrives in the UK, their passport may be stamped confirming the date that they entered the UK. If this is not stamped (it is not a requirement), please keep a copy of the boarding pass or share with us a copy of the flight/booking confirmation for when they first travel into the UK as we are required to hold this information on their student record as 'evidence of entry date'.

Please note: During 2025 vignettes were phased out and are no longer being issued to Child Student or Student visa holders. They will be issued straight away with an eVisa and will need to complete the process to access their eVisa prior to travel. The passport will no longer be left at the visa application centre and you will be able to attend your appointment and take away your passport on the day as you will not need to wait for the vignette to be issued in your passport.

Online Immigration Status (eVisa) - for EU students

If the student has completed their biometrics via the 'UK Immigration: ID Check' app, they will receive a digital status. This is usually the process for all EU passport holders as they hold a biometric passport from an EU country. Their immigration status is automatically connected to their passport once their visa has been approved and is held online on their UKVI account from when they applied for their visa.

Once your child receives confirmation of their digital status, please send us the email confirmation as soon as this is received so that you are able to view and prove their immigration status with us.

We are required to hold the digital approval letter plus complete an online check of their immigration status, known as a 'right to study' check. You will be able to send us a 'share code' that you will find via this link once the visa has been issued: https://www.gov.uk/view-prove-immigration-status

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What if my visa application is refused or rejected?

If you receive a refusal or a rejection letter, please email a copy of the letter to ukadmissions@tasisengland.org as this will outline the decision.

After receiving a refusal letter, TASIS England may be able to issue a second CAS reference number for you to apply again. However, TASIS will only issue a maximum of two CAS per student (if applicable).

We will discuss both a rejection and a refusal further with you at the time to see if it is possible for this to be rectified before issuing another CAS and/or guiding you through a second visa application.

If the visa application is refused, we will require you to work with a UK based Immigration Lawyer and would recommend Fragomen LLP to you as we have a strong relationship with them. We are able to work closely with them and

families/agents for a successful outcome if it is agreed that a second CAS can be issued and another application is likely to be approved.

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

Additional information

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.

Parent Passports

Part of our school's compliance with UKVI is to receive a copy of all parent passports to confirm their identity prior to CAS issuing. These will be kept alongside the birth certificate that was submitted as part of your child's application to TASIS England. The passport copy is required for either both parents or one parent if you hold sole custody of your child.

Tuberculosis (TB) Testing

TB Testing is required if you are applying for a UK visa from certain countries (further details can be found here). You must be tested at a clinic that has been approved by the Home Office. You will receive a specific UKVI certificate that confirms the negative test results. This will then need to be submitted alongside your visa application. TASIS also requires a copy of the certificate for your child's student record and requests that you also send this to the Admissions Office.

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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 and have successfully been granted either pre-settled or settled status.

Students who entered the UK prior to December 31, 2020 may still be able to apply to the EU Settlement Scheme to continue to work, live, or study in the UK. This will be granted by UKVI on a case by case basis. You may have to supply sufficient evidence as to why you did not apply by the original deadline (June 30, 2021)

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 and can also be found here:https://www.gov.uk/view-prove-immigration-status

If students entered the UK anytime from January 1, 2021 onwards:

EU 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 **one 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.
