Instructions for using the Tier 4 Student online application form outside the UK

A student would generally select “apply for myself”

If a student is intending to bring their spouse/partner and children to the UK they would need to complete a separate application for each individual by selecting “apply for someone else”

Whilst this link may be helpful, Tier 4 students for the University of Nottingham are advised to refer to our guidance here:

www.nottingham.ac.uk/internationalstudents/visas/how-to-apply

If you have any technical problems with your application, such as problems with logging in etc, you can refer to this link:

www.visa4uk.fco.gov.uk/Home/ViewFAQ
You are applying for Yourself

* Mandatory Information

Applicant Details

Given Name(s)/Forename(s) Example
Family Name/Surname Example
Email example@nottingham.ac.uk
Primary Contact Number 01159615247
Secondary Contact Number
Passport Number A123456
Date of Birth 01 Jan 1965
Date of intended Travel 01 Jul 2014
Location BANGLADESH

If you are under 18 years old at the time of your Tier 4 visa application, you are likely to be asked more questions in the form about your accommodation arrangements / care in the UK than is shown on this form. In this case, if you have specific questions you can email international-support@nottingham.ac.uk with any questions.

When completing this section, please note that you cannot apply for the Tier 4 visa more than 3 months prior to your course start date.

You can only travel to the UK as follows:

For courses of 6 months or more or for pre-sessional courses - 1 month prior to the course start date

For courses of less than 6 months - 1 week prior to the course start date

Country of nationality BANGLADESH

Note: Throughout this online form, a reference to a ‘country’ or a ‘nationality’ may in some cases be a reference to a country or issuing authority.

Select Visa Type

Please select the correct visa category. When you select the visa category you want, we will ask you a series of questions to ensure you select the correct option, so that you are given the full range of relevant questions within the online form.

To apply for this visa you must hold a valid Confirmation of Acceptance for Studies (CAS).

This is the selection you should make if you are applying for the Tier 4 student visa. Even if you hold a scholarship or are sponsored, we encourage all students to select this option, so that you are given the full range of relevant questions within the online form.

Visa Confirmation Question(s)

No confirmation questions are required.

Create Application
Here you can see the order of the application process. The first stage is the online application form. You will then book an appointment and pay online with a debit or credit card.

Here is a summary of the sections you are required to complete on the online application form.
You need at least 6 months remaining on your passport validity to apply for the UK visa. You also need to ensure that you have spare pages inside your passport (i.e. that it is not full).

Here you can enter your term accommodation address if you know it. If you do not know this, you can enter the University of Nottingham main address:

Postcode: NG7 2RD
University Park
Nottingham
0115 951 5247
Your unique application reference number is: GWF031568096

**Personal Details**

- **What is your permanent residential address and contact details?**
  - Line 1:
  - Line 2:
  - Line 3:
  - Line 4:
  - Post Code:
  - Country: [Select a Country] —

- **Number of months and years you have lived at this address, e.g. 4 years 3 months:**

**Travel History**

- **Have you been issued any visa for the UK, UK Overseas Territories or Commonwealth Country in the last 10 years?**
  - Yes
  - No

- **Have you ever travelled to the UK in the last 10 years?**
  - Yes
  - No

- **Have you made an application to the Home Office to remain in the UK in the last 5 years?**
  - Yes
  - No

- **Have you been refused entry to the UK in the last 10 years?**
  - Yes
  - No

- **Have you been refused a visa for any country including the UK in the last 10 years?**
  - Yes
  - No

- **Have you been deported, removed or otherwise required to leave any country including the UK in the last 10 years?**
  - Yes
  - No

- **Have you ever voluntarily elected to depart the UK?**
  - Yes
  - No

- **Have you or anyone in your household ever been subject to, or an exclusion from, an entry ban from the UK?**
  - Yes
  - No

You must be honest with your answers to these sections.

To complete this section accurately you might need your passport and any previous passports issued to you.

See here for a list of commonwealth countries: [http://thecommonwealth.org/member-countries](http://thecommonwealth.org/member-countries)

This question is linked to the previous question about deportation. It is only relevant if you have been refused a visa / appeal within the UK and then subsequently chosen not to pursue further immigration applications, but rather to leave the UK voluntarily.

This is asking if you have ever applied within the UK for a visa.
You will only have this if you have previously worked in the UK.

Please make sure you are honest. You must give details of all criminal convictions. This includes road traffic offences but not fixed penalty notices (such as speeding or parking tickets) unless they were part of a sentence of the court. It includes all drink driving offences.

Traffic offences can include:
- driving without insurance or MOT
- driving without a licence
- driving without a seat belt

Details of your father and mother must be provided here. If you do not know certain information, it may be possible to put "unknown" and provide an explanation under the "additional information" section at the end of the form.
Your unique application reference number is: GWF031568096
Please use your CAS to complete this section.

The University of Nottingham sponsor licence number as confirmed on your CAS is RFDX42DB2

Please note that this is your immigration sponsor, rather than financial sponsor, so the answer should always be "The University of Nottingham"

Full address of Tier 4 sponsor (University of Nottingham) is:
Postcode: NG7 2RD
University Park
Nottingham
0115 951 5247

Here, refer to your CAS and enter the Academic Level of study showing on your CAS
UG = NQF 6 / Masters = NQF 7 / PhD = NQF 8
For CELE courses, this could be CEFR level B1 or B2

Here, mention the main study address as confirmed on your CAS.
If you study on University Park, your study address will be the same as already stated above.
If you study at Sutton Bonnington, Jubilee campus or at another site such as the QMC or City hospital, you will be asked to write the alternative address noted as your MAIN site of study in your CAS.
Tuition fee scholarships showing on the CAS as fees paid should be mentioned here as fees paid.

If you have never studied in the UK before, the answer will be "no". Without established presence, you are required to demonstrate £820 x 9 months for living costs, in addition to any outstanding tuition fees when applying for the Tier 4 visa.

Established presence is considered to be in place where you have a current valid (in date) Tier 4 visa and have either:
- finished a single course that was at least six months long within your last visa period, or
- you are applying for a continued study on a single course where you have completed at least six months of that course.

Having established presence means that you can show maintenance for 2 months, rather than 9 months (£820 x 2 months). Established presence extends to any dependants applying with you.

Money can only be held in your name, or your parents. A sponsor letter, or scholarship would be considered as being "in your name".

If money is in your parents bank statements, you answer "no".

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<thead>
<tr>
<th>Points Claimed</th>
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<tbody>
<tr>
<td>Verification of Acceptance for Studies</td>
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<tr>
<td>Maintenance</td>
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<table>
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<tr>
<th>Total Points</th>
<th>30</th>
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<th>Total</th>
<th>10</th>
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This question is badly worded. Rather than "due for payment" is should say "still to demonstrate".

Out of the total requirement (tuition fees for the first/current year plus living costs of 9 months) do you still need to demonstrate some funds?

Unless you have a full scholarship or full sponsorship, mostly this answer will be "yes". "could be 2 months if you have established presence"
If you wish to clarify anything about your application form / situation, you can use this section to do that.

Please use our ACL (alternative collection location) code: 2HE427 in order that your BRP visa card is delivered to The University of Nottingham directly. Full details on this process is given in our guidance here: www.nottingham.ac.uk/go/applying-for-visa