

## **Student visa**

## 'How to extend your Student visa' Tutorial

## 'In Country'

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## **First steps**

- Check you can access the <u>UK</u> <u>Immigration: ID Check app</u> to verify your ID.
- If you already have a UKVI account, please <u>sign in to your</u> <u>account</u>.

## Check if you can use the app on your phone

### Android users

### You will need:

- Android 8.0 and above you can find this in your settings
- at least 135MB of storage space to install the app
- to be connected to 3G, 4G, 5G or WiFi
- NFC (Near-Field Communication) so the app can scan your document you can find this in your settings. If you can use your phone to pay for things using contactless, this means it has NFC and you can use the app

Download the app from the Google Play Store.

### iPhone users

The 'UK Immigration: ID Check' app is available for iPhone 7 and newer models. You will need:

- an iPhone 7, 7 Plus or newer
- iOS 15 or later to find the software version installed, go to Settings > General, then About
- at least 120MB of storage space to install the app
- to be connected to 3G, 4G, 5G or WiFi

Download the app from the App Store.

## All students go to <u>https://www.gov.uk/student-visa/extend-your-</u> visa

## Apply

You must apply online.

As part of your application you'll need to prove your identity. How you do this depends on where you're from and the type of passport or resident permit you have.

You'll either:

- use the 'UK Immigration: ID Check' app to scan your identity document you'll also create or sign in to your UK Visas and Immigration (UKVI) account
- have your fingerprints and photo (biometric information) taken at a <u>UK Visa</u> and <u>Citizenship Application Services (UKVCAS</u>) service point

You'll be told what you need to do when you apply.



Press 'Start now'.

## Where are you planning to live?

England, Scotland, Wales or Northern Ireland

Jersey, Guernsey or the Isle of Man



Answer 'England, Scotland, Wales or Northern Ireland' and then press 'Continue'.

## Do you have a current EU, EEA or Swiss passport?

The EEA includes the EU countries and Iceland, Liechtenstein and Norway



## Do you have a UK biometric residence permit (BRP)?

This includes an expired BRP. If you lost your BRP, select No. Yes No Continue Answer 'Yes' or 'No', press 'Continue'.

## Is your name on your biometric residence permit the same as on your current passport?



## Student

Apply to extend or switch to Student.

## How to apply

To apply to extend or switch to a Student you need to:

- fill in the application form
- have your documents ready
- pay the application fee
- pay the health surcharge
- have your biometrics taken (fingerprints and a photo)

<u>Find more information</u> on the requirements for a Student, including the documents you will need to submit with your application.

How long it takes you to complete the application will depend on your particular situation. You will be able to save your application and come back to it another time if you need to.

If you are inactive for 25 minutes you will be automatically logged out.

Apply now

Scroll to bottom of page, press 'Apply now'.

## **Your location**

Are you currently in the UK?



Select 'Yes', press 'Save and continue'.

## **Other Home Office applications**

## Do you currently have an application with the Home Office for leave to remain for which you have not yet received a decision?

If you have submitted any other application to the Home Office which has not yet been decided, submitting this application varies any previous application, unless the previous application was under the EUSS. This means that only this current application will be considered.

If you have submitted an EUSS application which has not yet been decided, both this application and the EUSS application will be considered. If you meet the requirements for both applications, we will contact you to ask you which application you want to be granted.

No Yes Save and continue

Normally this will be your only visa application. Please contact the International Student Adviser if you are not sure how to answer this question. 'Save and continue'.

## **Register** an email

Enter an email address and password so you can save your answers. You will then be emailed a unique link to let you log back in to your application at a later point, if needed.

Throughout your application, you can select the option to 'Return to this application later' in order to re-send the link to your latest saved application.

Emails sent to this address may contain personal sensitive information. We will send a verification email to this email address. This email address must be verified by clicking the link in the verification email before the application can be submitted

Email address

### Create a password

Your password must be 10 characters or longer and must contain at least 3 of the following:

- uppercase letter
- lowercase letter
- a number
- a symbol

Repeat your password

Save and continue

Press 'Save and continue'.

Enter your personal email and create a password.



## **Immigration adviser**

Immigration advisers can advise you on matters relating to immigration and citizenship. <u>Find out more about immigration advisers</u>.

Do you have an immigration adviser based in the UK?



Select 'No', press 'Save and continue'.

## GOV.UK Visas and Immigration ~Application mer BETA This is a new service - your feedback will help us to improve it. 1. Start 2. Application 3. Documents 4. Declaration 5. Pay 6. Further actions

## Applicant(s)

Once the questions for the main applicant have been completed, you will be able to add additional applicants to this application, such as a family member or dependant

Student The applicant Not started

Answer questions about this applicant

Select 'Answer questions about this applicant'. Please note: you will be able to add dependants to the application later, if you are not sure whether you are eligible to add dependants please consult the International Student Adviser.

Updated 05/2025

## Your name

Enter your name, as shown in your current passport or travel document. Use the English spelling of your name where provided.

Your given name is usually your first name. If you have middle names, include these with your given name. If your name has a suffix (e.g. Jr), include this with your given name. If you have a patronymic name include it with your given names. You must tell us all your given names.

I do not have a current passport or travel document

Title



Given name(s)

Your given name is usually your first name.

Family name

Save and continue

Your family name is the surname shared by your family.

I do not have both a given name and a family name

Enter your 'Title' (Mr, Mrs, Miss, etc.), 'Given name(s)' (First name/s), and 'Family name' (Surname/s).

Press 'Save and continue'.

## Any other names

## In addition to the names already provided, are you now or have you ever been known by another name?

You must provide all your names. For example, if you changed your name after marriage or have a different name that you use for professional purposes.



Select 'Yes' or 'No' and then press 'Save and continue'.



Can we use this email address to contact you?



If possible, we will use this email as your correspondence address. We will use this to contact you about your application and may use it to contact you about your immigration status after your application has been decided. Emails may go to your spam, junk or trash folders.

You must notify us immediately if your email changes. <u>Find out how to change your</u> <u>details here</u>.

No Yes Save and continue Select 'Yes', press 'Save and continue'.

## Provide your telephone number

Only include numbers, and for international numbers include the country code. We may contact you by telephone if we have any further questions about your application, or about your immigration status after your application has been decided. This may be a home, work or mobile number.

You must notify us immediately if the contact telephone number you provide as part of this application changes. <u>Find out how to change your details here</u>.



Where do you use this telephone number?

You can select more than one option



For use whilst in the UK

Save and continue



For use whilst out of the UK

*Provide mobile number and answer all questions, press 'Save and continue'.* 

Press 'Save and continue'.

## Provide your postal address

We may use this address to send sensitive personal information. If we can't contact you by email, we will use this postal address. We may use this address for correspondence about your application and may use it to contact you about your immigration status after your application has been decided.

You must notify us immediately if your postal address changes. <u>Find out how to</u> <u>update your address</u>.

If you live in a flat and your flat number is not showing when using the postcode lookup, enter your address manually.

### Enter a UK postcode



Enter your current University or private accommodation address, press 'Save and continue'.

## About this property

Select which option applies to your home:	
🔵 I own it	
🔵 I rent it	
Other	
Give more details about your living situation, such as who you live with and who owns the property I live in university accommodation.	
465 characters remaining of 500 characters	
Save and continue	
Updated 05/2025	

*If you are living in University accommodation, select 'Other'* 

*If you are living in private accommodation, select 'I rent it' and provide landlord details* 

Once completed, press 'Save and Continue'.

## **Previous address history**



## Answer all questions.

## Other addresses in the past 2 years

Have you lived at any other addresses in the UK or abroad in the past 2 years?



Answer 'yes' or 'no', then press save and continue.



## Your sex and relationship status

## Your nationality, country and date of birth

## Country of nationality

If you have previous or additional nationalities, you will be able to add these later in the application.

## Country of birth

## Place of birth

Enter your place of birth (for example, the city or province), as shown on your passport or travel document.

## Date of birth

For example, 31 3 2020

Day Month Year



Save and continue

## Press save and continue.

## Updated 05/2025

## Answer all questions.



Can you provide a valid passport?

To be valid, your passport expiry date must be in the future.

	Yes 🔘 No	Yes
Answer 'Yes' or 'No'.	ve and continue	Save and d
Press save and continue.		

## **Biometric residence permit (BRP)**

Do you have a biometric residence permit (BRP)?

This includes expired BRPs if the expiry date was less than 18 months ago.





## Do you have a valid national identity card?

This includes identity cards, issued from non-UK governments. This does not include driving licences. If you have an internal passport, provide the details here.

Yes No Save and continue

Answer 'Yes' or 'No', press 'Save and continue – do not worry if you do not have an ID card.

## Your other nationalities

Do you currently hold, or have you ever held, any other nationality or citizenship?

You must provide all the nationalities that you currently hold or have ever held.



Answer 'Yes' or 'No', press 'Save and continue.

## Your current UK immigration status

Do you currently have a visa or leave to remain?



( ) No

What type of visa or leave to remain do you have?

I have a different visa or leave to remain

Name of your visa or leave to remain:

Student visa

Save and continue

Answer 'Yes', select 'I have a different visa ...', enter Student visa.

Press 'Save and continue.

## Your current visa or leave to remain



Answer questions, press 'Save and continue'.

## **Revocation, cancellation or curtailment**

## Has your visa or leave to remain ever been revoked, cancelled or curtailed?

This means your visa or leave was withdrawn after it had been granted. You would have been informed by the Home Office.



Make sure you answer the question truthfully. If you answer 'Yes', please tell us. Press 'Save and continue'.

## Time in the UK



You must give details about both parents if you know them. If you only have some of your parents' details, you should fill in as much as you can.

What if I do not have my parents' details?

What is this person's relationship to you?

) Mother

) Father

) Stepmother

) Stepfather

### Title



Given names

×

### Family name

If they do not have both a given and family name, enter their name(s) in the Given names field.

### Date of birth

Enter date in the format DD MM YYYY

Day Month Year



Country of Nationality

Have they always had the same nationality?

Ves

Don't know

## **Parents details**

## Answer all questions, then 'Save and continue'

## Your National Insurance number

What is your current National Insurance number?

Example QQ 12 34 56 C

I do not have a National Insurance number

Save and continue

You will need to provide details of your National Insurance Number – do not worry if you do not have one!

Press 'Save and continue'.

## **Driving licence**

Do you have a UK driving licence?

Yes No
Save and continue

Answer 'Yes' or 'No', press 'Save and continue.

## World travel history

## Have you been to any other countries in the past 10 years?

Do not include visits to the UK, USA, Canada, Australia, New Zealand, Switzerland or the European Economic Area.

Which countries are part of the European Economic Area (EEA)?



press 'Save and continue'.

## Have you provided evidence of your English language ability in a previous application?

You must have been granted a visa or permission to stay after meeting the language requirement at level B1 or above. For example:

- scored level B1, B2, C1 or C2 on an <u>approved English language test</u> which assessed your reading, writing, speaking and listening skills
- have a degree which was taught in English
- have an English GCSE, A level or Scottish National 4 or 5, Higher, or Advanced Higher qualification
- if you were a student, your sponsor confirmed on your CAS that you met the required level

Yes No
Save and continue

Answer 'Yes' or 'No', press 'Save and continue.

## **Immigration history**

For either the UK or any other country, have you ever been:

- Refused a visa
- · Refused entry at the border
- · Refused permission to stay or remain
- Refused asylum
- Deported
- Removed
- Required to leave
- · Excluded or banned from entry



Answer 'Yes' or 'No', press 'Save and continue'.

## **Breach of UK immigration law**

Have you ever:

- entered the UK illegally
- · remained in the UK beyond the validity of your visa or permission to stay
- breached the conditions of your leave, for example, worked without permission or received public funds when you did not have permission
- given false information when applying for a visa, leave to enter, or leave to remain
- · breached UK immigration law in any other way



Answer 'Yes' or 'No', press 'Save and continue'.

## Medical treatment in the UK

## Have you ever been given medical treatment in the UK?

For example, if you visited a doctor, clinic or hospital, this counts as having medical treatment



## **Public funds**

## Have you ever received any public funds (money) in the UK?

This includes benefits for people on low incomes, such as housing or child benefits.

Yes No

Public funds are benefits (money) from the UK Government. Most students will answer 'No' to this question, if you answer 'Yes' please contact the International Student Advisor

## **Convictions and other penalties**

At any time have you ever had any of the following, in the UK or in another country?

Only select one answer at a time. If you need to give more than one answer, you can do so on another page.



A criminal conviction

A penalty for a driving offence, for example disqualification for speeding or no motor insurance



An arrest or charge for which you are currently on, or awaiting trial



A caution, warning, reprimand or other penalty

A civil court judgment against you, for example for non payment of debt, bankruptcy proceedings or anti-social behaviour



A civil penalty issued under UK immigration law

No, I have never had any of these

You must tell us about spent as well as unspent convictions. You must tell us about \_ any absolute or conditional discharges you have received for an offence.

Save and continue

Make sure you answer all the questions truthfully. If you answer 'Yes' to any, please tell us.

Press 'Save and continue'.

## War crimes

You must read all of the information on this page before answering.

## War crimes

In either peace or war time have you ever been involved in, or suspected of involvement in, war crimes, crimes against humanity, or genocide?

No íes



## Save and continue

You will need to read the information provided before answering 'Yes' or 'No', press 'Save and continue'.

## Terrorist activities, organisations and views

You must read all of the information on this page before answering.

Terrorist activities

Have you ever been involved in, supported or encouraged terrorist activities in any country?



Terrorist organisations

Have you ever been a member of, or given support to, an organisation which has been concerned in terrorism?

No (es

Have you, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to commit terrorist or other serious criminal acts?

Nο



I have read all of the information about terrorist activities, organisations

and views, including the guidance

*You will need to read the information provided* before answering 'Yes' or 'No', press 'Save and continue'. Updated 05/2025 44



## **Extremist organisations and views**

You must read all of the information on this page before answering.

## Extremist organisations

Have you ever been a member of, or given support to, an organisation which is or has been concerned with extremism?



Extremist views

Have you, by any means or medium, expressed any extremist views?

Yes No

I have read all of the information about extremist organisations and views, including the guidance

Save and continue

You will need to read the information provided before answering 'Yes' or 'No', press 'Save and continue'.

Updated 05/2025

## Person of good character

Have you, as a part of your employment or otherwise, undertaken paid or unpaid activity on behalf of a non-UK government which you know to be dangerous to the interests or national security of the UK or its allies?



Have you ever engaged in any other activities which might indicate that you may not be considered to be a person of good character?

Is there any other information about your character or behaviour which you would like to make us aware of?



Answer 'Yes' or 'No', press 'Save and continue'.

## Your employment history

Have you ever worked for any of the following types of organisation? Include information for any paid or unpaid work. Select all that apply.

Armed Forces (career)

Armed Forces (compulsory national or military service)

Government (including Public or Civil Administration and non-military compulsory national service)

Intelligence services

Security organisations (including police and private security services)

Media organisations

Judiciary (including work as a judge or magistrate)

I have not worked in any of the jobs listed above

### Save and continue

Select any organisations that you have worked in, press 'Save and continue'

## Sponsor licence number and address

This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.



## **Place of Study**

What type of sponsor will you be studying with?

have the status 'General Student Sponsor - Track Record'.

# Independent School Higher Education Provider Higher Education Provider with a track record of compliance Select 'Higher education institution with a track record of compliance'. Overseas Higher Education Provider

What is the difference between a school and a higher education institution?

The <u>Register of Student sponsors</u> sets out what type of sponsor each institution on the register is. A Higher Education Provider with a track record of compliance will

Save and continue

Publicly Funded College

Private Provider

Press 'Save and continue'.

## **Primary site of study**

Is this the site where the majority of your study will take place?

Aberystwyth University
Cledwyn Building
Penglais
Aberystwyth
SY23 3DD



Address of your primary site of study

Town/City

Postcode

Select 'No' and enter the address of your academic department available from your draft CAS.

Save and continue

Press 'Save and continue'.

## **UCAS details**

Did you apply for your course through UCAS?



Answer 'Yes' or 'No', press 'Save and continue'.

## Academic Technology Approval Scheme (ATAS)

Students of certain sensitive subjects, knowledge of which could be used in programmes to develop weapons of mass destruction or their means of delivery, will need to apply for an ATAS certificate before they can study in the UK. You can <u>find</u> <u>out if you need an ATAS certificate here</u>.

Do you need to obtain permission from the ATAS?

) Yes

) No



Your CAS will say if you need ATAS. Consult the International Student Adviser if you are not sure whether you need ATAS clearance.

## Current or past official financial sponsor

Are you currently receiving money from an official financial sponsor - or have you received money from an official financial sponsor in the past 12 months?

Yes No

What is an official financial sponsor?

Save and continue

If you have received official financial sponsorship, for example from your government, you will need permission from your sponsors to extend your stay in the UK.

## Future official financial sponsor

Will you be receiving money from an official financial sponsor for your continuing studies?

Yes No

What is an official financial sponsor?

Save and continue

Answer 'Yes' or 'No', press 'Save and continue'.

## **Course information**



## **Student Loan**

You must show that you have enough money to cover your course fees, and living costs for you and any dependants <u>Read the guidance</u> to find out how much money you need to show and what documents you can use as evidence. Are any of the funds required for this application in the form of a student loan?



Answer 'Yes' or 'No', press 'Save and continue'.

## Your Confirmation of Acceptance for Studies

Do you have a Confirmation of Acceptance for Studies (CAS) number?

🕒 Yes 🛛

Confirmation of Acceptance for Studies reference number

No

Save and continue

You need to have received your CAS number before you can complete your Student visa application.

## **Course dates**

## Course start date

Provide the start date of your main course of study, but do not include any other courses you may be taking before. Enter date in the format DD MM YYYY

Day Month Year

Course end date



Save and continue

You will find this information on your CAS.

Press 'Save and continue'.

## Documents

You do not need to provide evidence of your qualifications or finances as you are a national of a country listed in the differential evidence requirement of the Student rules. Occasionally, UK Visas and Immigration (UKVI) may request this evidence while your application is being considered. If the evidence is requested, your visa application may be refused if you do not provide it.

## **Mandatory documents**

These documents are mandatory and you must provide them as part of your application. Tick the box to agree that you will provide each document:





## **Providing your documents**

You must provide your documents after you submit your application, these can be originals or copies. **Any passports provided must be originals.** 

You will be able to upload copies of your documents on our commercial partner's website, or you can take your documents to your biometrics appointment to be scanned and uploaded by our commercial partner for a fee. You'll be told how to book an appointment and upload your documents after you submit your application.

You do not need to send any physical documents to the Home Office or UK Visas & Immigration unless you are advised to do so.

**Your application may be rejected if you do not provide all mandatory documents.** If your application is rejected due to documents not being provided, it will not be considered and an administration fee for each person included in the application will be deducted from your refund. You will be told what documents you will need to upload onto your visa application

## **Verification consent**

The Home Office will check that the information and supporting documentation from a bank or utility company that you supply as part of this application is correct. You must download, sign and return the following declaration to confirm that you consent for the Home Office to request verification checks:

Declaration of consent for the Home Office to request verification checks

You should download and print this declaration now. A copy will also be available to download once you have paid for your application.



I will provide a declaration signed by me to confirm my consent for the Home Office to request verification checks Download a copy of 'Declaration' form.

## Conditions

If your application is successful, there will be conditions on your visa or leave to remain. This will include, for example, whether you are able to work in the UK.

If you stay in the UK without permission:

- You can be detained
- · You can be prosecuted, fined and imprisoned
- You can be removed and banned from returning to the UK
- You will not be allowed to work
- You will not be able to rent a home in England
- You will not be able to claim any benefits and can be prosecuted if you try to
- You can be charged by the NHS for medical treatment
- · You can be denied access to a bank account
- DVLA can prevent you from driving by taking away your driving licence

I confirm that I understand and accept these conditions

## *Read carefully and confirm you understand conditions.*

## Declaration

By sending this application, you confirm that to the best of your knowledge and belief the following is correct:

- the information relating to the application
- the supporting evidence

I understand that the data I have given can be used as set out in the privacy policy

I consent to organisations, including financial institutions, providing information to the Home Office when requested in relation to this application.

I have discussed with any other applicants that I am acting on behalf of, and confirmed that the contents of the application are correct and complete.

I agree to the <u>terms and conditions</u>.

I understand that if false information is given, the application can be refused and I may be prosecuted, and, if I am the applicant, I may be banned from the UK.

I confirm that:

I am the applicant aged 18 or over

I am the applicant aged under 18



I am the parent or legal guardian of the applicant who is aged under 18 and completing and submitting the form on their behalf



DO NOT go through the Declaration until you have attended a 'Check & Submit' appointment with the International Student Advisor – email visaadvice@aber.ac.uk to request appointment.

## Next steps

- You will be directed to pay the Immigration Health Surcharge and Student visa application fee.
- If you do not need to upload supporting documents please make sure you still 'confirm and upload'.

## Documents you will need in support of your application

- Passport
- BRP (expired)
- CAS letter
- If you hold a valid visa and have been living in the UK for the last 12 months, you will not need to submit financial evidence.
- If you do not have a valid visa and have not been living in the UK for the last 12 months, you will need to prepare financial evidence that shows that you have enough funds to cover your tuition fees PLUS living costs (£1,136 per month up to a maximum of nine months). You must have had this in your bank account for a minimum of 28 continuous days.
- If your visa application includes any dependants you will need to show that you have £680 per dependant, per month of the visa length, up to a maximum of nine months. You must have had this in your bank account for a minimum of 28 continuous days.

## Documents you will need in support of your application (cont.)

- Certificates of previous qualifications the list is in your CAS letter. If they are not in English they must be officially translated.
- Course Fee Payment Receipts- if you have already paid some of your fees
- ATAS certificate (if applicable)

Book an appointment with International Student Advisor by emailing <u>visaadvice@aber.ac.uk</u>.

The International Student Advisor can check your application before you submit it.