Immigration Guidance

Complying with the conditions of your visa

Tier 4 (General) Students

THE UNIVERSITY of EDINBURGH
For students on a Tier 4 General visa.

Make sure you comply

You must comply with the conditions of your student visa. If you don’t, the consequences can be serious. It could mean you’ve committed a criminal offence and/or you could be denied entry to the UK for several years.

You must let us know if there are any changes in your circumstances that could affect your visa conditions.

Our responsibilities

As your sponsor, the University must tell the Home Office if:

• You suspend your studies, transfer programme, withdraw from a programme, or complete your studies significantly early;

• You fail to register/enrol at the start of your programme or at the two additional registration sessions each year and there is no explanation;

• You are absent for an extended period and we cannot contact you or find out the reason. The University will keep a record of your attendance and the Home Office can ask to see this;

• We become aware that you have breached the conditions of your visa.
Study restrictions

Your Tier 4 visa must contain the University’s sponsor licence number (23CYGN5K3) for you to be able to study here. Without it, you will be in breach of your immigration conditions and will put your visa at risk. If you are worried about this, please contact visahelp@ed.ac.uk

Keep your records up to date

You must keep your contact and personal details up to date using the University’s MyEd service.

If you are going to be away from the University for a long period, tell Student Administration or your Department/School. We must tell the Home Office if there is a long-term unexpected and unexplained absence, even if you continue studying while you are away.

When you register as a student, the University will ask you for a scan of your passport ID page and your student visa. If you receive a new passport or visa extension while you are studying you must take these to Student Administration for scanning.
Registration and attendance

You will be expected to attend additional registration sessions every calendar year. We will contact you directly about this and it’s vital that you comply fully.

You must attend all of your University classes, lectures, tutorials, etc. If you cannot make it due to illness, for example, you must inform your School. It is important that you check your student email regularly and respond promptly when required.

Police registration

Some students should register with the police within seven days of arriving in the UK. If this applies to you it will be stated on your visa vignette or biometric residence permit.

If you’re in this category you will also have to report any changes, such as a change of address or visa extension, within seven days. Failing to let the police know about these changes is a criminal offence - you could be arrested and/or reported to the Home Office.

Change of immigration status

If you change from a Tier 4 student visa to another visa you must let Student Administration know as soon as possible.
Change of student status during your course

We strongly recommend that you speak to an International Student Adviser before making any changes to your studies, to advise you of possible consequences so you can make a fully informed decision. You should be aware that the following apply if you hold a Tier 4 visa issued via a Confirmation of Acceptance for Studies (CAS) number.

Consequences

• If you suspend your studies:
For example, through illness, pregnancy, or for financial reasons, the Home Office will expect you to return to your home country unless you are medically unable to do so. The University must report your suspension to the Home office who may cancel your visa. If you want to return to study in the UK, you will need to apply for a new CAS number and student visa.

• If you transfer your programme within the University:
Depending on your situation, you might need to apply for a new visa before you can begin studying your new programme. If you are able to start your new programme without changing your visa, the University will let the Home Office know. If your new programme is shorter, the length of your visa could be reduced. If the programme is longer you will need to apply to extend your visa before your current visa expires.

• If you fail an exam:
You can remain in the UK and, if necessary, you can extend your visa, in order to repeat classes during the first semester. Talk to an International Student Adviser about your options.

If you fail a summer exam, and you cannot retake it or attend class in the first 60 days of the semester, you must return home. The University will tell the Home Office, who may cancel your visa. To come back to retake your exam, you will normally need a short-term study visa. To continue your studies after a successful resit, you need to return home and apply for a new Tier 4 student visa.
• If you withdraw from your programme:
  The University will tell the Home Office. If you have more than 60 days remaining on your student visa, that visa may be curtailed.

• If you study abroad/take part in an exchange programme or fieldwork overseas:
  In most cases this should not affect your student visa, as long as you are still enrolled and return to the University to resume your studies after your studies overseas. You must stay in touch with your school or college while you’re out of the UK. For more advice please contact the International Office.

Impact on working in the UK

Please also remember that if your student visa status changes, particularly if you stop studying, it could affect your entitlement to work in the UK, and your entitlement to access medical treatment through the NHS. If your circumstances change, seek advice and tell your employer immediately.
**ATAS clearance**

If you applied for your Tier 4 leave after 06 November 2014 and you were required to obtain an Academic Technology Approval Scheme (ATAS) certificate, you must apply for a new ATAS certificate within 28 days if:

- Your programme content or research proposal changes, and/or:
- Your programme end date (as stated on your CAS) is postponed by more than three calendar months.
More information

You can make an appointment to see an International Student Adviser if your circumstances change or you’d like any information or advice about your immigration status.

Contact the International Office, 33 Buccleuch Place, Edinburgh EH8 9JS

Email: visahelp@ed.ac.uk

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- twitter.com/IntOffice_UoE
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www.ed.ac.uk/immigration