



## Immigration Guidance

# Police Registration



### Who needs to register?

When collecting your Biometric Residence Permit (BRP) in the UK, you will be issued with a letter which will state the conditions of your visa and whether you are required to register with the Police upon arrival. Your 30 day entry clearance vignette in your passport might also state this condition. You should check both carefully.



### How to register?

In September the local Police visit the University to register students. Please check our website for up-to-date arrangements.

To register with the Police, the following documentation is required:

- Completed Police Registration Form (available on our website)
- Passport
- UK visa / Biometric Residence Permit and accompanying letter
- £34 Registration fee (cash only)
- 2 x passport-sized colour photographs
- University offer letter
- Proof of address in Edinburgh

If you have to register with the Police and you have not been able to register at a Police registration session at the University, then you will need to go to the Police headquarters in Edinburgh:

**Nationality Department, Police Headquarters, Fettes Avenue,  
Edinburgh, EH4 1RB**

Opening times are Monday-Friday 9am-12.30pm.



## How to get there?

To get directions and bus numbers from anywhere in Edinburgh go to the Lothian Buses' website and enter your postcode and the Police Headquarters postcode (see above):

**[lothianbuses.com/plan-a-journey/journey-planner](https://lothianbuses.com/plan-a-journey/journey-planner)**



## Updating my Police Registration Certificate

Once you have your certificate...

It is important that you inform the Police every time you:

- Change address
- Receive a visa extension or new visa
- Move to another university or college
- Receive a new passport

Remember to take your Police Registration Certificate, your passport and relevant documents (i.e. details of new address, details of new institution, new visa or new passport) with you.

Please note you do not have to pay to get your Police Registration Certificate updated.



## Where can I update it?

You DO NOT have to go to the Police Headquarters in Fettes Avenue, Edinburgh, to update your Police Registration Certificate. You can update it at your local Police station. To find out where the nearest Police station is to you, check the Police Scotland website:

**[www.scotland.police.uk/police-stations/edinburgh](http://www.scotland.police.uk/police-stations/edinburgh)**



## Further information

For up-to-date information on Police Registration please see our website:  
**[www.ed.ac.uk/immigration/police-registration](http://www.ed.ac.uk/immigration/police-registration)**

Find us on:



**[www.facebook.com/edinburghuniversityinternational](https://www.facebook.com/edinburghuniversityinternational)**



**[twitter.com/IntOffice\\_UoE](https://twitter.com/IntOffice_UoE)**



**[isasuoe.wordpress.com](http://isasuoe.wordpress.com)**

**[www.ed.ac.uk/immigration](http://www.ed.ac.uk/immigration)**

The International Office, 33 Buccleuch Place, Edinburgh EH8 9JS

The University of Edinburgh is a charitable body, registered in Scotland, with registration number SC005336