

## Tier 4 (General) Student visa

As an international student (non EEA/Swiss) joining RADA on a full-time course of more than six months you must apply for Tier 4 (General) Student visa before coming to the UK to start your course, otherwise you will not be allowed to enter the UK.

Please read the guidance below which details the process and what it is you will need to do:

### 1. Receiving your CAS number

Once you have accepted your place and provided the relevant financial paperwork, you will be asked to submit your passport information. If you are from a country where English is not the first language, you will also be asked to provide your IELTS certificate.

RADA will then create a Confirmation of Acceptance for Studies (CAS) Number on your behalf.

Check the details of your CAS and follow the instructions to report any errors or changes. Your CAS is valid to use for a visa application for six months but you cannot apply for your visa until three months before your course start date as given on the CAS.

Your CAS number, which you need for your visa application, will be emailed to you along with your unconditional offer letter which lists the information that the University has sent to the Home Office and the University's Tier 4 Licensed Sponsor number, name and address.

The unconditional offer letter lists your course fees for one year and whether you have paid any money to date.

You must follow Home Office instructions about sending or having available documents showing you have funding for your fees and living expenses.

### 2. English Language Requirements

RADA will assess your level of English language ability. In some circumstances we are required to check this using a Secure English Language Test (SELT) from an approved test provider. The list of Home Office approved English language tests is located on the GOV.UK website at: <https://www.gov.uk/government/publications/guidance-on-applying-for-uk-visa-approved-english-language-tests>. If you are successful in a SELT, you will be given a unique reference number. RADA will need to quote this number on the CAS. You will also need to quote this number when you make your application. UKVI will use the number on the SELT provider's online verification system to confirm that you passed the test.

UKVI may also interview you, either as part of your Tier 4 application overseas, or when you arrive in the UK (for example at the airport). If you were assigned a CAS and you cannot show at that interview that your English language ability is of the standard required in the immigration rules without an interpreter, your application will be refused or you may not be permitted to enter the UK.

You must have:

- **MA Theatre Lab** - IELTS score of 8.0 or above for spoken English and 7.5 or above for written English (minimum of CEFR level C1). Please submit your certificates with your programme application.
- **BA in Acting/Technical Theatre and Stage Management** - RADA can choose how to assess a student's knowledge of English but it must be at CEFR level B2 or above
- **FdA in Technical Theatre and Stage Management** - SELT in reading, writing, listening and speaking and CEFR level B1

- **Foundation in Acting** - SELT in reading, writing, listening and speaking and CEFR level B1

## **2. Where and how to apply for your visa**

Find out where and how to apply for your visa (Entry Clearance) in your home country on the Home Office website. In most countries you have to apply online. Download the guide to completing Tier 4 student online application form.

Visa application processing may take longer if your country sends applications to another country for processing.

For those applying for a Tier 4 (General) Student Visa from both overseas and in the UK: There is a maximum five year time limit for study on courses at degree level (undergraduate and master's). Do check that your planned course of study will not take you over the maximum time limit allowed by the Home Office.

The amount of maintenance you need to show is £1265 a month.

Student visa interviews are now part of the visa application process in many countries. For information, check the website belonging to the country from where you are applying for a visa.

(Overseas applications only) Do ensure that you have at least one blank page, front and back, in your passport or travel document otherwise processing may be delayed or rejected.

## **3. Tuberculosis (TB) Screening**

If you will be studying in the UK for more than six months, nationals of certain countries must be screened for TB before applying for a visa to come to the UK. The Home Office provides a list of the countries where TB testing is a requirement. Nationals of these countries are required to obtain a certificate from an accredited clinic showing that they are free from infectious tuberculosis. You will have to meet the cost of this screening. Applicants without a certificate are normally refused a visa.

## **4. Immigration Health Surcharge (IHS) for access to NHS treatment**

For anyone coming to the UK for more than 6 months an IHS is paid as part of a Tier 4 and other visa applications, including student dependents. The IHS must be paid even if you have your own private medical insurance and do not intend to use the NHS.

The IHS is £150 for each year or part year over six months of the visa being applied for, plus £75 for part of a year that is less than six months. If a student (or a dependent) is making a visa application in the UK, they will be required to pay the health surcharge even if the period applied for is less than six months.

Students who already have a visa will be covered as normal for NHS treatment unless and until they need to make a further visa application.

Full details of how charging (and refunds) are administered are available on the Home Office website

## **5. Biometric appointment and processing your visa**

After you have commenced your visa application you will be invited to attend a biometric appointment to give a face scan and fingerprints.

The processing of your visa application only begins after you have submitted your biometric details. Follow the instructions on the Home Office website about when and how to send in

your documents. Processing times vary widely between countries; some will process applications in five working days while other countries may take several weeks or longer. You can check the processing times for your country using the Home Office guide.

## **6. When your visa is issued**

If your Tier 4 visa application is for a course longer than six months a short 30-day travel visa will be stuck into your passport to allow you to travel to the UK. On arrival in the UK you will have to collect your BRP (Biometric Residence Permit), with the full visa duration for your course, from a Post Office near to your residential address.

## **7. When can you come to the UK?**

The date you can arrive in the UK will be the 'valid from' date on your visa. This will usually be seven days before the 'intended date of travel' you put on your visa application and not earlier than one month before your course starts, ie your intended travel (or arrival) date cannot be earlier than one month before your course starts. You should not attempt to enter the UK before your travel visa is valid.

## **8. Your responsibilities once you arrive in the UK**

### **Biometric Residence Permit (BRP) collection**

You must collect your BRP (the full visa) from your nominated Post Office within 10 days of arrival in the UK. You will receive information about this from the UK Visas and Immigration (the Home Office) in your country of application. Please collect your BRP promptly so that you can enrol; **RADA will need to scan both your passport and the BRP**. Do also carefully check the information on the BRP card.

### **Passport scanning**

When you start at RADA, you will need to take your passport and visa to Student and Academic Services department to scan as required by the UK Visas and Immigration. This will usually be done at registration for all new students.

### **Police Registration**

Nationals of **some** countries are required to register with the police. New students should contact the police within 7 days of arrival in the UK. Police registration is a routine procedure and there is no need to be concerned about it.

## **9. Student and RADA obligations for visa holders**

RADA is required to tell the Home Office if you do not arrive for enrolment, leave your course, suspend your studies, or if you are absent for a long period. Please inform Student and Academic Services of any changes in your circumstances, including your contact details and any matters that may affect the progress of your studies.

It is your responsibility to keep to the conditions of your visa and to make sure you do not stay beyond its end date, unless you have put in a renewal application. If you break the conditions, you could be prosecuted or made to leave the UK and it could make it more difficult for you to get another visa.

Your visa will be issued for study at RADA only, for the course and duration specified on your CAS statement. You will usually be granted an additional two or four months after your course end date depending on the length of your course.

## **10. Correcting errors**

It is possible to amend an error which appears on your Biometric Residence Permit once you have collected this in the UK. The Home Office should be advised of any error within **10 working days of collecting your BRP**. A mistake can be amended free of charge by

emailing the Home Office. For more details, visit the Home Office webpage and follow the instructions.