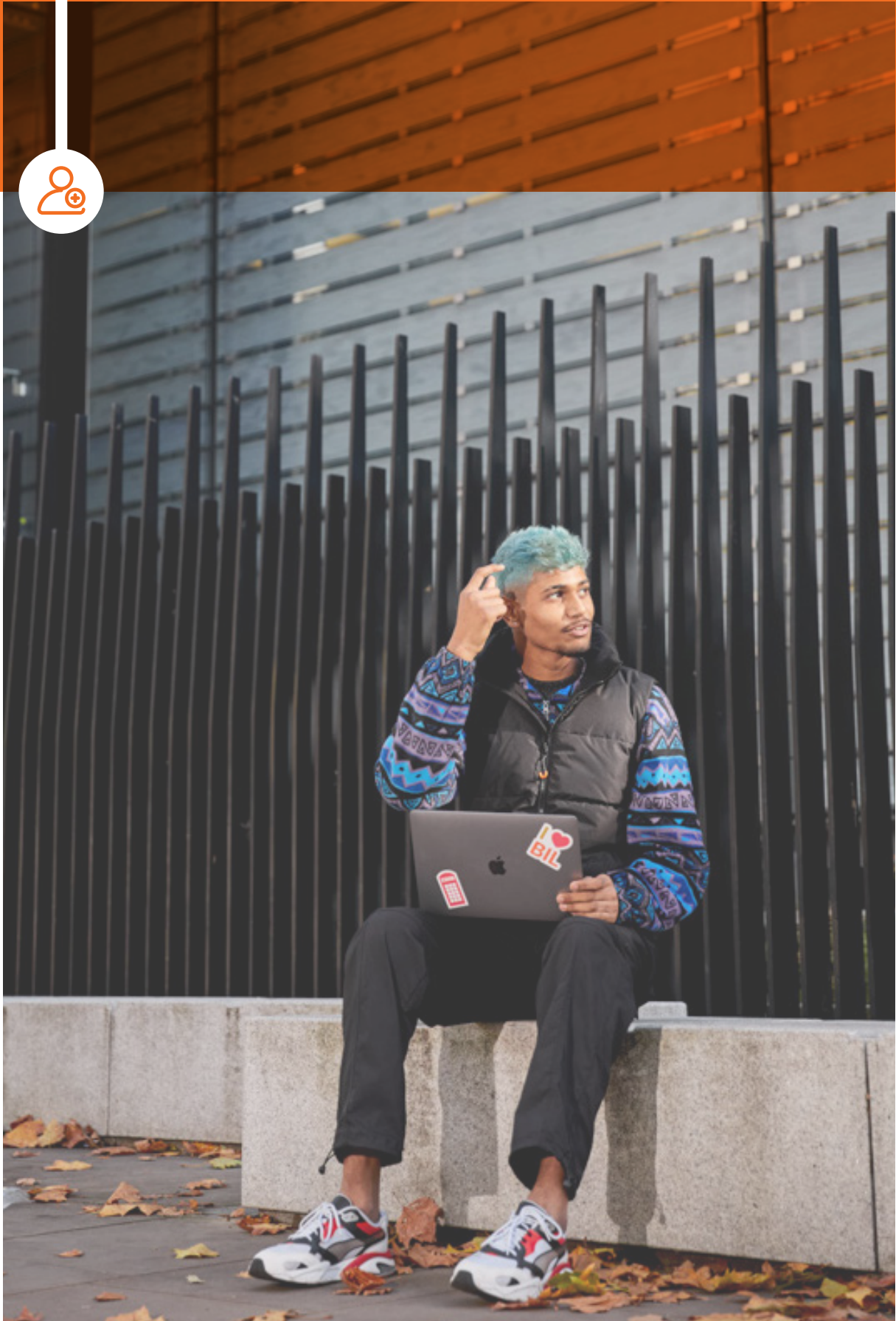


**BLOOMSBURY  
INSTITUTE**  
LONDON

**Visa  
Application  
Guide**





# Application form & registering an account

To apply for a Student route visa visit:



<https://www.gov.uk/student-visa/apply>



Click **'Apply online'** and scroll down to the **'Start now'** to proceed with the student route application.

You'll need to answer the following questions to proceed with your application:



**Student visa**

Contents

- Overview
- Your course
- Money you need
- Knowledge of English
- Documents you'll need to apply
- Apply online
- Your partner and children
- Extend your visa
- Switch to this visa

**Apply online**

You must apply online for a Student visa.

Check which documents you'll need to apply.

**Apply outside the UK**

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

You'll either:

- use the 'UK Immigration: ID Check' app to scan your identity document - you'll also create or sign into your UK Visas and Immigration (UKVI) account
- have your fingerprints and photo (biometric information) taken at a [visa application centre](#)

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

Once you've started your application, you can save your form and complete it later.

**Start now >**

## Where are you planning to live?

Please select:

☐ England, Scotland, Wales or Northern Ireland

You will be expected to live near the Institute's campus in London.

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

Please answer this question, as applicable.

☐ Yes ☐ No



## Information for EU/EEA nationals\*

This information is **only** applicable to EU, EEA or Swiss passport holders. If this does not apply to you, you do not need to read this section.

If you are an EU/EEA national, and have a current EU, EEA or Swiss passport, you will be taken through a number of screens to identify whether you can use the **UK Immigration: ID Check app** to scan your passport with a biometric chip and upload a photo of yourself. If you can use the app, then you'll complete your entire application online. Your visa will be granted as a **'Digital Status'** and you'll receive an email confirmation once the application is successful.

**GOV.UK**

### Check you can use the app

You can use the app on:

- an iPhone 7 or newer models
- an Android phone with near-field communication (NFC)

Check the phone's settings to see if it has NFC. The phone has NFC if you can use it to make contactless payments.

**If you do not have a phone**

Ask a friend or family member if you can use their phone. No information is stored on the app or phone after you close it.

You do not have to apply on the phone - you can do the rest of your application on your computer or another device.

We will send your decision letter by email - this can be your email or someone else's. You do not use your decision letter to prove your status.

[Continue](#)

[I do not have a phone that can use the app](#)

[I am applying in the UK and I cannot receive my decision letter by email](#)

It is important that you do not travel to the UK outside the validity of your Student route visa permission. You must check the validity of your Student visa permission and enter the UK on/after the date your visa is valid from. Please see the screen shots for your information.

**GOV.UK**

### Create a UK Visas and Immigration account

To use this service, you need to create an account.

Once you have an account, you can use it to confirm your identity, apply and use other Home Office services.

**What you need**

You will need your:

- date of birth
- passport
- email address
- phone number

If you need to give someone application access so they can apply for you, you also need their email address and phone number.

**Who can create an account**

You can create an account for yourself or someone else in some cases - for example, your young child.

[Create an account](#)

[I need to apply to the EU Settlement Scheme](#)


**Sign in**

If you applied before October 2020, you do not have an account (unless you applied to the EU Settlement Scheme).


To sign in, you need your identity document number and date of birth, and access to your phone or email.

[Sign in](#)

If you can use the app then click **'Continue'** and then **'Create an account'** on the next page to start your online application.


Visas and Immigration

## Check available visa application centre locations

 To check the availability of services at your preferred application centre you can find more information by visiting the website of our commercial partner [YFS Global](#) who operates our centres around the world.

You can find all VAC locations by checking the [‘Find a visa application centre’](#) page on GOV.UK. They are also listed on our commercial partners’ websites.

From September 2024 to spring 2025, some of the commercial partners that manage our visa centres are changing. This will not affect the visa services that you receive.

You can [find out more information about changes to the commercial partners here](#).

You will not be able to change the location after you have submitted your application.

There may not be a VAC in your preferred location. Try an alternative location if this is the case.

You must select a location even if you believe you are unable to provide your biometrics at any location.

China

☐ I have identified the location where I will provide my biometrics (or I am unable to provide my biometrics at any location).
   
☐ I want to choose a different location.

Next

If you cannot use the app or the online process, then you will need to go to a visa application centre after you have submitted the visa application.

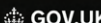
Please use this link to find your **nearest visa application centre**.

## Select a country to provide your biometrics

Enter the country in which you are making your application and wish to provide your biometrics.

Country name

Afghanistan
Aland Islands
Albania
Algeria
American Samoa
Andorra
Angola
Anguilla
Antigua and Barbuda
Argentina


Visas and Immigration

## Student visa

Use this form to apply from outside the UK for a Student visa.

You cannot add family members (‘dependants’) to this application. You must complete a [separate form](#) for your dependants.

### Before you apply

Before you start your application, [read the guidance](#) on:

- eligibility
- how to apply and required documents
- fees

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 at another time if you need to.

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

### How we use your data

The Home Office will use the personal information you provide to decide whether to grant your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the [Privacy Notice for the Border, Immigration and Citizenship system](#). This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

Apply now

## Check available visa application centre locations

Read the information carefully and select the option appropriate to your circumstances.

On the next page, read the information and carefully click **‘Apply now’**



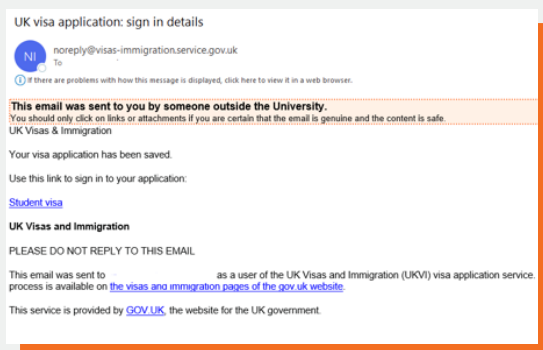
Start



## Register an email

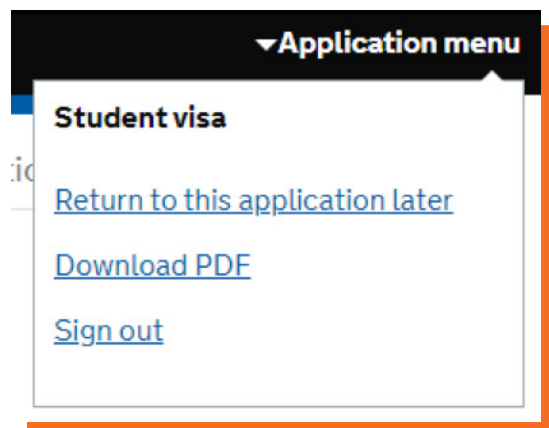
You need to register your email address. You should use a reliable email address that you use and check regularly. Please create a secure and memorable password that you can remember, because you will need this to log back in to your application.

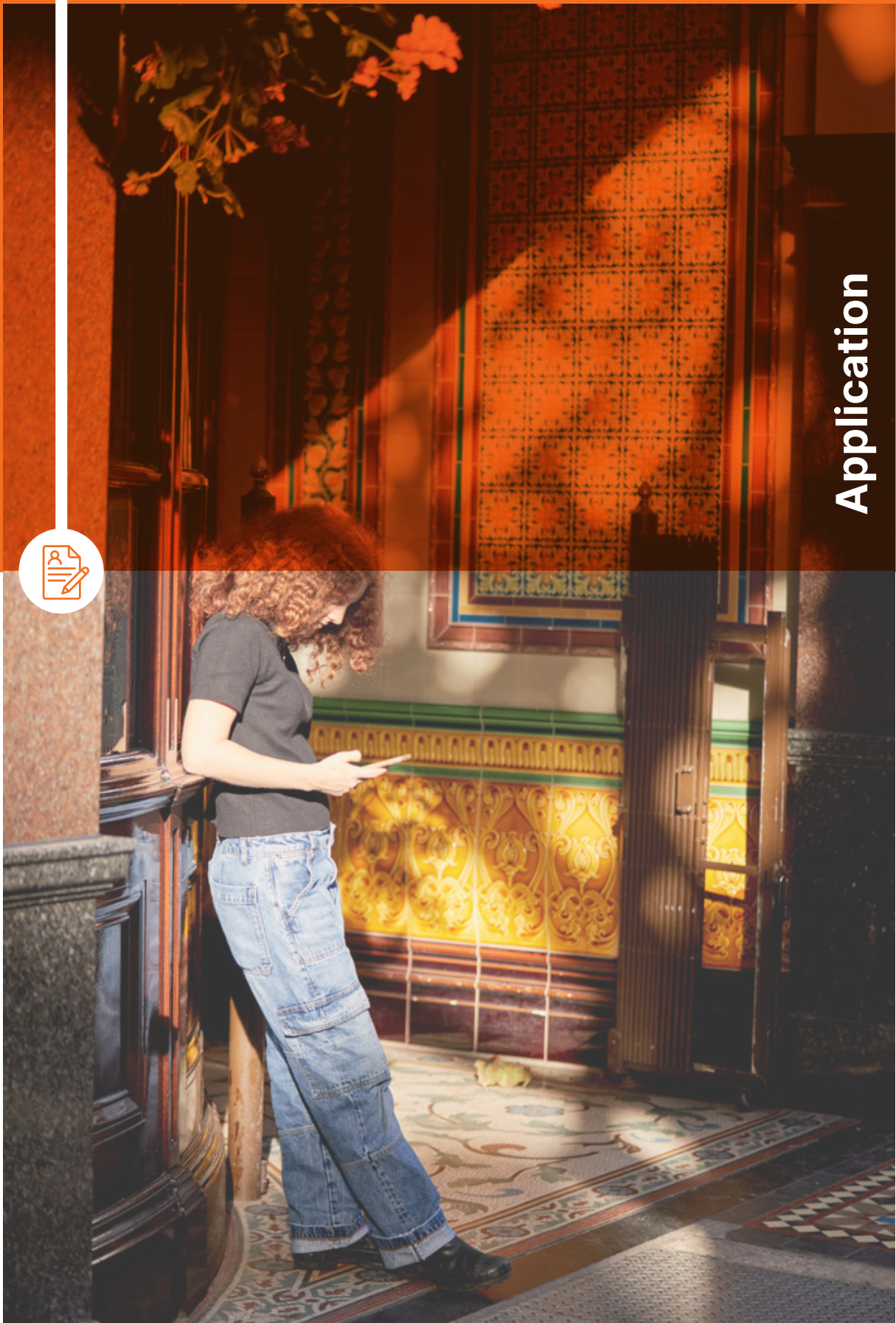
The screenshot shows the 'Register an email' form on the GOV.UK Visas and Immigration website. The form is titled '1. Start' and includes a progress bar with steps: 1. Start, 2. Application, 3. Documents, 4. Declaration, 5. Pay, and 6. Further action. The form asks for an email address and a password. The password requirements are: 10 characters or longer, containing an uppercase letter, a lowercase letter, a number, and a symbol. There is a 'Save and continue' button at the bottom.



You will receive an email with a link to access your account within a few minutes. Please keep this email secure to be able to login to your UK Visa application account.

You do not need to complete all your questions in one session. If you prefer, you can return your application later. Please use the drop down on the top right-hand corner to save your application to return to it later.





# Application



## Contacting you by email

**Q** Who does this email belong to?

Please confirm whether the email provided belongs to you or someone else.

## Additional email

**Q** Do you have another email address?

You can provide an additional email, if required. Please answer accordingly and you can provide another email used by you.

## Your telephone number

You will also be asked to provide a telephone number. If using a non-UK telephone number, please include the international dialing code before the number. Again, please use a telephone number which you can access easily in case UKVI need to speak to you about your application.

## Any other telephone numbers

**Q** Do you have any other telephone number?

You can provide an additional telephone number, if applicable.

## Contacting you by telephone

**Q** Are you able to be contacted by telephone?

Please select **"I can be contacted by telephone call and text message (SMS)"**, unless it is not an appropriate option for you.

## Scholarships

**Q** Do you have a Marshall, Chevening or commonwealth scholarship?

Please select **"No"** unless you have a Fulbright, Marshall, Chevening or commonwealth scholarship. You should also select **"No"** if you have another scholarship not listed above or do not have a scholarship.

## Your Confirmation of Acceptance for Studies (CAS)

**Q** Do you have a Confirmation of Acceptance for studies (CAS) number?

Your CAS is provided to you by Bloomsbury Institute. When you select **"Yes"**, you will be asked to insert your CAS reference number. This can be found on your CAS.

## Your name

**Q** Enter your name exactly as shown on your passport or travel document.

Use the English spelling of your name where provided. Enter your name as shown in your passport. If your CAS does not reflect the same information as your passport, you must get your CAS updated before submitting your visa application. Please email [visa.compliance@bil.ac.uk](mailto:visa.compliance@bil.ac.uk) to get your CAS updated. Please note that middle name/s (if you have one) should also be included. There is not a specific field to enter a middle name, so you will need to include it in the 'Given name(s)' field.

## Any other names

**Q** In addition to the names already provided, have you ever been known by another name?

If you are (or have been) known by any other names, please select "Yes" and provide the details.

## Your sex and relationship status

**Q** What is your sex, as shown in your passport or travel document? What is your relationship status?

Please answer these questions as applicable.

## Your address

Please provide the address where you currently live. You will also be asked if the address you provide is your correspondence address i.e. you can receive mail to this address. If your answer is "Yes" you do not need to provide a further address. However, if you prefer to receive post or communication from the UKVI at another address, select "No" and provide your correspondence address.

## About this property

**Q** How long have you lived at this address? What is the ownership status of your home?

You will need to specify how long you have lived at the address provided along with the ownership status of your home. This is for the address where you are currently living, not for the correspondence address.

Please note that you may need to provide addresses where you have lived at in the past 2 years, if you have lived at your current living address for less than 2 years.

## Your passport

✓ Passport number or travel document reference number

✓ Issue date

✓ Issuing authority  
(on your passport this could also be referred to as 'country of issue' or 'place of issue')

✓ Expiry date

Remember, the passport you use in your visa application **MUST** be the same as the one noted in your CAS.

## Your identity card



Do you have a valid national identity card?

This includes identity cards, issued from non-UK governments. This does not include driving licenses. If you have an internal passport, provide the details here.) Please provide the details if you have an identity card from your home country. Please note that your identity card (if you have one) will not necessarily be required for the visa application. If you do not have your identity card or details with you then you can answer "No" to this question.



National identity card number



Issue date  
(if applicable)



Issuing authority  
(on your identity card, this could also be referred to as 'country of issue' or 'place of issue')



Expiry date  
(if applicable)

## Your nationality, country and date of birth



Country of nationality

Enter your country of nationality or citizenship, as shown on your passport or travel document. If you have previous or additional nationalities or citizenships, you will be able to add these later in the application.)



Date of birth

Please enter the details as shown in your passport.



Place of birth

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



Country of birth

## Your other nationalities



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

Select "Yes" if you hold any other nationality and provide information, as required. You must provide all the nationalities that you currently hold or have ever held. The next set of questions are about your English level.



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

You can answer **Yes** to this question if:

- You have previously obtained a UK visa, **and**
- You had to prove your English language ability as part of that visa application, **and**
- The level that you had to evidence previously was at CEFR B2 (IELTS 5.5) or higher

Otherwise, select **"No"**. If you select **"No"**. You will see further set of question regarding English language ability later in the application.



## Spoken language preference

**Q** We may have to talk to you about your application. Which language would you prefer to use?

Enter your preferred language here.

## English qualification from a UK school

**Q** Do you have an English language or literature qualification from a UK school?

(This must be from a school you attended when you were under 18. You will need to provide your exam certificate. You can use a GCSE, A level, National 4 or 5, Higher, or Advanced Higher qualification.)

You can answer **yes** to this question if:

- You have a GCSE, A level, National 4 or 5, Higher, or Advanced Higher qualification in English language or English literature **and**
- This qualification is from a UK based school **and**
- You were under 18 when you studied for the qualification **and**
- You can provide the certificate or transcript from the awarding body

Otherwise, select **"No"**.

## English language assessment

**Q** Are you coming to the UK to study at a higher education provider with a track record of compliance?

(See the Register of Student sponsors to confirm whether a Higher Education Provider has a track record of compliance. A Higher Education Provider with a track record of compliance will have the status 'Student Sponsor - Track Record'.) Bloomsbury Institute is a Higher Education Provider with a track record of compliance. Please select **"Yes"**.

**Q** Does your Confirmation of Acceptance for Studies (CAS) statement indicate that your English language ability was assessed by your institution or that you are a 'gifted' student?

If the Institute assessed your English language ability, and this will be confirmed on your CAS.

## Your current partner

- Given names
- Family name
- Date of birth
- Country of nationality
- Do they currently live with you?
- Will they be travelling with you to the UK?

You will only see this section based on your response to your relationship status, for example, if you selected married or civil partnership. Please use your spouse or partner's passport or travel document, if they have one, to complete this section. **Please note that the student dependent route is not available for student studying the courses at Bloomsbury Institute.**

## People financially dependent on you

**Q** Does anyone rely on you for financial support?

Include both those travelling with you and those who are not. This could include:

- Children under 18
- Children over 18 who live with you at home
- Children who you look after all the time
- Older relatives who need you for accommodation or other support

Please answer this question accordingly, considering all those who will be travelling with you and those who are not.

## About your dependent

**Q** What is this person's relationship to you?

- Given names
- Family name
- Date of birth
- Country of Nationality

**Q** Does this person currently live with you? Is this person travelling with you to the UK?

Please provide the details, as applicable, using your Dependent's passport.

## Give details about your first parent

**Q** What is this person's relationship to you?

- Given names
- Family name
- Date of birth
- Country of Nationality

**Q** Have they always had the same nationality?

Complete the details using one of your parent's details. It does not matter which one you choose first. If you do not know their details then click '[What if I do not have my parent's details?](#)' You may have to explain why you do not have their details, if asked.

## Give details about another parent

Complete the details using one of your parent's details. If you do not know their details then click '[What if I do not have my parent's details?](#)' You may have to explain why you do not have their details, if asked.

## Family who live in the UK

### Q Do you have any family in the UK?

#### This includes:

- Immediate family - such as spouse, civil partner, parents or children
- Grandparents or grandchildren
- Your spouse or civil partner's family
- Your child's spouse, civil partner or partner

- Your partner, if you have lived with them for 2 out of the last 3 years

If you have family in the UK, select **"Yes"**. You will be asked to provide further information on the next page. If not, select **"No"**.

## Travelling as part of an organised group

### Q Will you be travelling to the UK as part of an organised group?

Please select **"Yes"** if you are travelling as part of a travel company, sports, work or study group – you'll be asked to provide name of the company or the group. If not, select **"No"**.

## Travelling with another person

### Q Will you be travelling to the UK with someone who is not your partner, spouse or dependent?

Please select **"Yes"** if you will be travelling to the UK with someone who is not your partner or dependant. You will need to provide the details of only one of your travel companions, even if you are travelling with more than one person. If not, select **"No"**.

## Where will you stay in the UK

### Q Do you know where you will be staying in the UK?

If you have already arranged accommodation for when you arrive in the UK, please select **"Yes"** and you will be provided with the opportunity to enter your accommodation's address. If you answer **"No"**, on the next page, you will be asked to provide your accommodation plans. An example of your accommodation plans could be "I plan on staying in a hotel when I arrive in the UK. During this time, I will search for appropriate accommodation for my needs". Please provide as much detail of your plans as you can.

You may see another question, **"Will you be staying anywhere else in the UK?"**, if you have already provided your address where you'll be staying in the UK. Please read the question and answer according to your circumstances, as applicable. You do not need to have your accommodation confirmed to apply for your visa.

## UK travel history

### Q Have you been to the UK in the past 10 years?

Please select **"Yes"** if you have travelled to the UK in the past 10 years. You will then be asked to enter the number of times you have been to the UK, and you will be required to provide details of your visit. Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use



the 'Additional information about your application' section with free text box at the end of the application form to explain this. Please select **"No"** if you have not travelled to the UK in the past 10 years, and skip to **"2.39 UK visa application"** question.

## Medical treatment in the UK

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

The next set of questions are about any medical treatment you have previously received in the UK. The reason for this is to identify applicants who may have unpaid debt to the National Health Service (NHS), which can be grounds for visa refusal.

Although you must answer each question fully, remember that if you paid the Immigration Health Surcharge for your previous visa application then you will not be liable for any NHS bills. Only treatment received from the National Health Service (NHS) is relevant – you do not need to declare any treatment (medical or dental treatment) at private clinics etc.

Please answer this question, as applicable. If you visited a doctor, clinic or hospital, even for a minor check-up, this counts as having medical treatment. Therefore, you should select **"Yes"** if it applies and answer any follow up questions accordingly. If you answered **"Yes"** then you will be required to provide details of your visit/ treatment in the next section.

## Details of previous medical treatment in the UK

### Q Where did you go for your previous medical treatment in the UK?

You should select the appropriate option and provide the name and address of the hospital or doctor's surgery where you received treatment. There isn't any specific guidance on completing this section but the expectation is for you to complete all the instances/visits to the best of your ability. If you cannot remember all the dates then you should provide the details of the visits that you can remember.

You can use the **'Additional information about your application'** section with free text box at the end of the application form to declare that you have had several visits that you don't remember the dates for and have included the details of your most recent visits in the 'medical treatment' section. You will be able to add details of any additional medical treatments after you click **'Save and continue'**.

## Any other medical treatment in the UK

### Q Have you ever been given any other medical treatment in the UK for which you were told you had to pay, but have not yet paid the full amount?

Please answer this as applicable and provide further details as required.

## UK leave to remain

### Q Have you applied for leave to remain in the UK in the past 10 years?

"Leave to remain" is an application made whilst in the UK asking permission to stay in the UK. If you have made any application in the UK, as asked in the question, then please select **"Yes"**. You will be required to provide the date of the application and its result. If you didn't make any application for leave to remain in the UK in the last 10 years from the date of your application, please select **"No"**

## National Insurance numbers

**Q** Do you have a UK National Insurance number?

Please select **"Yes"** if you have a National Insurance number in the UK. If you have worked in the UK then you should have a National Insurance number. If you have one, you will be required to provide your National Insurance number in the next question. If you do not have a National Insurance number or have applied for one but haven't yet received it, please select **"No"**.

## Driving license

**Q** Do you have a UK driving license?

Please select **"Yes"** if you have a UK driving license, and provide your driving license number.

## Public funds

**Q** Have you received any public funds (money) in the UK?

Those on Student route visa are not allowed to receive any public funds. This includes benefits for people on low incomes, housing or child benefits. If you are receiving scholarship from the Institute then that is not counted as 'public funds'.

## UK visa applications

**Q** Have you been issued with a UK visa in the past 10 years?

Please select **"Yes"** if you have been issued a UK visa in the past 10 years. You will then be asked when your last visa was issued. Please select **"No"** if you have not been issued a UK visa in the past 10 years.

## Travel to Australia, Canada, New Zealand, USA, Switzerland or the European Economic Area

**Q** How many times have you visited the following places in the past 10 years?

- |                                   |  |
|-----------------------------------|--|
| <input type="radio"/> Australia   | <input type="radio"/> USA  |
| <input type="radio"/> Canada      | <input type="radio"/> Switzerland  |
| <input type="radio"/> New Zealand | <input type="radio"/> European Economic Area (do not include travel to the UK) |

If you have travelled to the above countries in the past 10 years, select the appropriate option. Please note that you should not count or include any visits to the UK when answering this question. You will then be asked to provide details of your most recent travel. If you have not, select **"Zero"**. If you are unsure of which countries are part of the European Economic Area, you can click on the link provided which will list the countries for you.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use the 'Additional information about your application' section with free text box at the end of the application form to explain this.

## World travel history

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

If you have travelled to any other country in the past 10 years, select **"Yes"**. You will then be asked to provide details of your most recent travel. You are not required to include any visits to the UK, USA, Canada, Australia, New Zealand, Switzerland or the European Economic Area when answering this question. If you have not, select **"No"**.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use the 'Additional information about your application' section with free text box at the end of the application form to explain this.

## Your planned travel information

### Date you plan to arrive in the UK

Please enter the date you plan to arrive in the UK. Don't worry if your travel date ends up being a few days before or after the date you have provided, as long as you are travelling during the validity of your visa permission (vignette) granted.

## Immigration history

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

- |  |   |
|--|---|
| <input type="radio"/> Refused a visa                       | <input type="radio"/> Deported                      |
| <input type="radio"/> Refused entry at the border          | <input type="radio"/> Removed                       |
| <input type="radio"/> Refused permission to stay or remain | <input type="radio"/> Required to leave             |
| <input type="radio"/> Refused asylum                       | <input type="radio"/> Excluded or banned from entry |

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select **"No"**. If you have then select **"Yes"** and answer the questions that follow. Please note that it is important to declare any previous refusals. Failure to declare any previous refusals could lead to refusal on the grounds of deception, which would carry a 10 year entry clearance ban.

## 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

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select **"No"**.



## Convictions and other penalties

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

- ☐ 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 out-of-court 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.

Please answer this section accurately and provide details as required. Only select one answer at a time. If you need to give more than one answer, you can do so on another page. If you have don't have any convictions to declare then select **"No"**.

## War crimes

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

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

Please answer this section accurately. There is guidance available in the section to help with understanding of war crimes.

## Terrorist activities, organisations and views

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

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

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

**Q** 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?

Please answer this section accurately. There is guidance available in the section to help with understanding of terrorist activities, organisations and views.

## Extremist organisations and views

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

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

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

Please answer this section accurately. There is guidance available in the section to help with understanding of extremist organisations and views.

## Person of good character

**Q** 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?

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

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

Please answer this section correctly. If you select “Yes” for any of the questions, you will have to provide further details.

## Your employment history

If you have worked for any of the types of organisations listed, select the appropriate one. You will be asked to provide further information. If not, select “I have not worked in any of the jobs listed above”.

## Sponsor licence number and address

**Q** What is your sponsor licence number?

KMPBPJK60

**Q** Sponsor's address

373-375 Euston Road, London, NW1 3AR

## Place of study

**Q** What type of sponsor will you be studying with?

Please select **"Higher Education Provider with a track record of compliance"** to answer this question.

## Primary site of study

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

Please select **"Yes"** to answer this question

## UCAS details

**Q** Did you apply for your course through UCAS?

Only answer **"Yes"** if you applied for your course through UCAS. If you applied to the Institute directly or through an agent, select **"No"**.

If you applied through UCAS then you'll need to provide your UCAS number. Please check communications/ emails or information from UCAS portal for your UCAS number.

## Academic Technology Approval Scheme (ATAS)

**Q** Do you need to obtain permission from the ATAS?  
What is your Academic Technology Approval Scheme (ATAS) reference number?

This is the reference number on the ATAS clearance certificate issued to you by the Foreign, Commonwealth and Development Office. You can find out if you need an ATAS certificate on your CAS/ Offer Letter. The courses at Bloomsbury Institute do not require ATAS.

## Future official financial sponsor

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

If you will be receiving money from an official financial sponsor, select **"Yes"**. A financial sponsor can be the British Council, the British government or your home government, an international organisation or company (with an office in more than one country) or a university. In the follow up question, select the appropriate option out of the following, as applicable.

- My Student sponsor has confirmed this information on my CAS
- Letter of official financial sponsorship
- I am not being wholly sponsored

## Course information

- Name of sponsor institution (school/college/university)
- Course name
- Qualification you will get

Please enter the information as stated on your CAS. Please note that the qualification in your CAS will refer to RQF level. Please check your CAS and select the relevant **'RQF' level** stated on your CAS.

**Q** Are you going to be a student union sabbatical officer?

Please select **"No"**

### Course dates

- Course start date
- Course end date

Please refer to your CAS for this information, and ensure that you enter the **'start'** and **'end'** date of your course accurately. This will be used for granting your visa duration correctly.

### Accommodation payments

**Q** Have you or your parent(s)/legal guardian(s) already paid any money to your sponsor for accommodation?

This is only money paid to your sponsor. For example, this does not include money paid to a private landlord or housing organization. There is a limit on how much of this will count towards your maintenance requirement.

Bloomsbury Institute does not provide accommodation nor take any payments for accommodation. If you are staying in private accommodation, with family or in any other accommodation, please select **"No"**.

### Course fees

**Q** What are your course fees for your first year?

This information is on your Confirmation of Acceptance for Studies (CAS) statement. Please refer to **"1st Year Course Fees"** field on your CAS for this information, and enter the amount shown on your CAS.

**Q** Have you or your parent(s) or legal guardian(s) already paid any of your course fees?

Please select **"Yes"** if you (or your parent(s) or legal guardian(s)) have paid some or all of your course fee. You will then need to answer the following supplementary questions:

**Q** How much has been paid?

Please refer to the **"Course Fees Paid to Date"** field on your CAS to check if any payment made towards your course fees is shown on your CAS.

Once your CAS has been updated with your tuition fee payment, you can select **'My sponsor has confirmed this information on my CAS'**.

## Student loan

**Q** Are any of the funds required for this application in the form of a student loan?

If you intend to use a student loan to cover your course fees, and living costs then please select **"Yes"**.  
If not, select **"No"**.

## Maintenance funds

**Q** Are all of the maintenance funds required for this application in a bank account with your name on it?

If the money for the maintenance funds is held in your personal bank account, please select **"Yes"**.

If you are relying on your parent(s)' or legal guardian(s)' bank statement, then please select **"No"**. You will be asked to provide further information as shown.

Please note that if you will be using your parent(s)' or legal guardian(s)' bank statement, you will also need to provide a consent letter from the account holder. Please carefully read the information available here- [https:// www.gov.uk/student-visa/money](https://www.gov.uk/student-visa/money) to check how you can meet the maintenance requirements and the financial documents you will need to submit as evidence of this.

The screenshot shows a section of the UKVI application form titled 'GOV.UK'. It contains the following text: 'You must show that you have enough money to cover your course fees and living costs. [Read the guidance document](#) to find out how much money you need to show and what documents you can use as evidence.' Below this is the question: 'Are all of the maintenance funds required for this application in a bank account with your name on it?'. There are two radio buttons: 'Yes' (unselected) and 'No' (selected). Below this is another question: 'Are you relying on money held in an account under your parent(s) or legal guardian(s) name?'. There are two radio buttons: 'Yes' (unselected) and 'No' (selected). At the bottom, there is a green button labeled 'Save and continue'. Below the button, there are two links: 'Return to this application later' and 'Show and edit answers'.

If you needed to add more information about your application but were not able to, you can write it here.

If there is no further information you want to add, click the 'Save and continue' button.

Add further details:

A large rectangular text input field for providing additional details.

Maximum of 1,000 characters

Save and continue

[Return to this application later](#)

[Show and edit answers](#)

## Additional information about your application

Finally, in this section, you will be given the opportunity to include additional information about your application. Only complete this section if you feel you need to inform UKVI of any personal circumstances that may affect your visa application.

To complete the **"Application"** section, you will be asked to review the information you have provided. Please check this page carefully to ensure that the information provided is accurate.





**Next steps**

## Evidence showing the required maintenance funds

Please enter the name of the Bank and the type of evidence you will be using to provide evidence of your required maintenance funds.

If you are using evidence from multiple bank accounts then you will have the opportunity to add more evidence in the next section.

**Please note this section may not appear for those who are a national of a country listed in the differential evidence requirement of the student rules.**

This section will list the documents you may have to provide with your visa application. It will be split into "Mandatory Documents" and "Other Documents". Use this and the checklist as a guide for documents required, instead of the form provided by the local visa application centre.

Please note that you will need to tick each box to confirm you will provide the requested document and to be able to progress further.

You may see the following in the document list – "If you provided any qualification evidence to your sponsor for them to issue your CAS, you must submit this evidence (including translations). For example, you might have sent your sponsor your certificate of qualification or transcript of results."

Later on in the application process, you will be invited to upload your documents to UKVI's commercial partner's website. If you do not have access to a scanner, you can take your documents with you to your appointment where UKVI's commercial partner can scan them for you.

### Information for applicants from the United States of America:

Please note that the student route visa application process in the United States of America is slightly different. You are advised to familiarize with the process on the following link:

Apply for a UK visa in the USA - GOV.UK ([www.gov.uk](https://www.gov.uk))

## Tuberculosis test results

### You'll need to have a tuberculosis (TB) test:

- If you're coming to the UK for more than 6 months, [and](#)
- Are resident in or have been in any of these listed countries for more than six months immediately preceding your Student route visa application.

If your test shows that you do not have TB, you'll be given a certificate which is valid for 6 months from the date of your x-ray. Please include this certificate with your UK visa application.

### You shouldn't need a TB certificate if:

- You're applying overseas and have lived for at least six months in a country where TB screening isn't required by the UK

Please check you have the required documents and no further changes are required. Once you have continued and completed the 'Declaration' section, you will not be able to make any changes to your application.

# Declaration

## Conditions

Please read through the conditions listed and confirm you understand and accept them. On the next page, please read through the declaration and select the appropriate option. You will then be provided with the opportunity to review your answers.

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
- 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

Save and continue

GOV.UK

## Pay towards your healthcare in the UK

You may need to pay a healthcare surcharge (called the 'immigration health surcharge' or IHS) as part of your visa application.

You'll then be able to use the National Health Service (NHS). You'll still need to pay for certain types of services, [e.g. prescriptions, dental treatment and eye tests](#).

### Cost

The healthcare surcharge is £624 per year of the visa for customers aged 18 years and over and is payable in full to cover length of the visa being applied for.

### Example

A person making a 5-year visa application would pay £624 x 5 = £3120.

For customers under the age of 18, or who are applying as a Student, as the dependant of a Student or for the Tier 5 Youth Mobility Scheme visa, a reduced rate of £470 per year applies.

### Use this service to:

- pay the healthcare surcharge (unless you are applying for your visa online or at a UK Premium Service Centre)
- get an IHS reference number which will be included in your visa application - you'll need this even if you don't have to pay

### You'll need:

- your passport or travel document
- your payment card

**i** You may be exempt from paying the healthcare surcharge but you still need an IHS reference number.

Continue

GOV.UK

The information taken from your visa application can't be changed or removed. If you'd like to change or remove this information you must start your visa application again.

### Your details

Applying from UK	No
Staying in Isle of Man, Jersey or Guernsey?	<a href="#">Add where you are planning to stay</a>
Full name	Jon Doe
Email	@ed.ac.uk
From	
Visa route	Student
Visa type	Student
Course start date	<a href="#">Add your course start date</a>
Course end date	<a href="#">Add your course end date</a>
Continuing course	<a href="#">Add whether you are continuing a course</a>
Location of course	<a href="#">Add the location of your course</a>
UK? Course	<a href="#">Change</a>
Masters Degree Course	<a href="#">Change</a>
Course less than 12 Months	<a href="#">Change</a>
Passport or travel document number	A1234567890
Date of birth	March 2002

Are you applying to join or remain with a person already in the UK?

[Add this person's details](#)

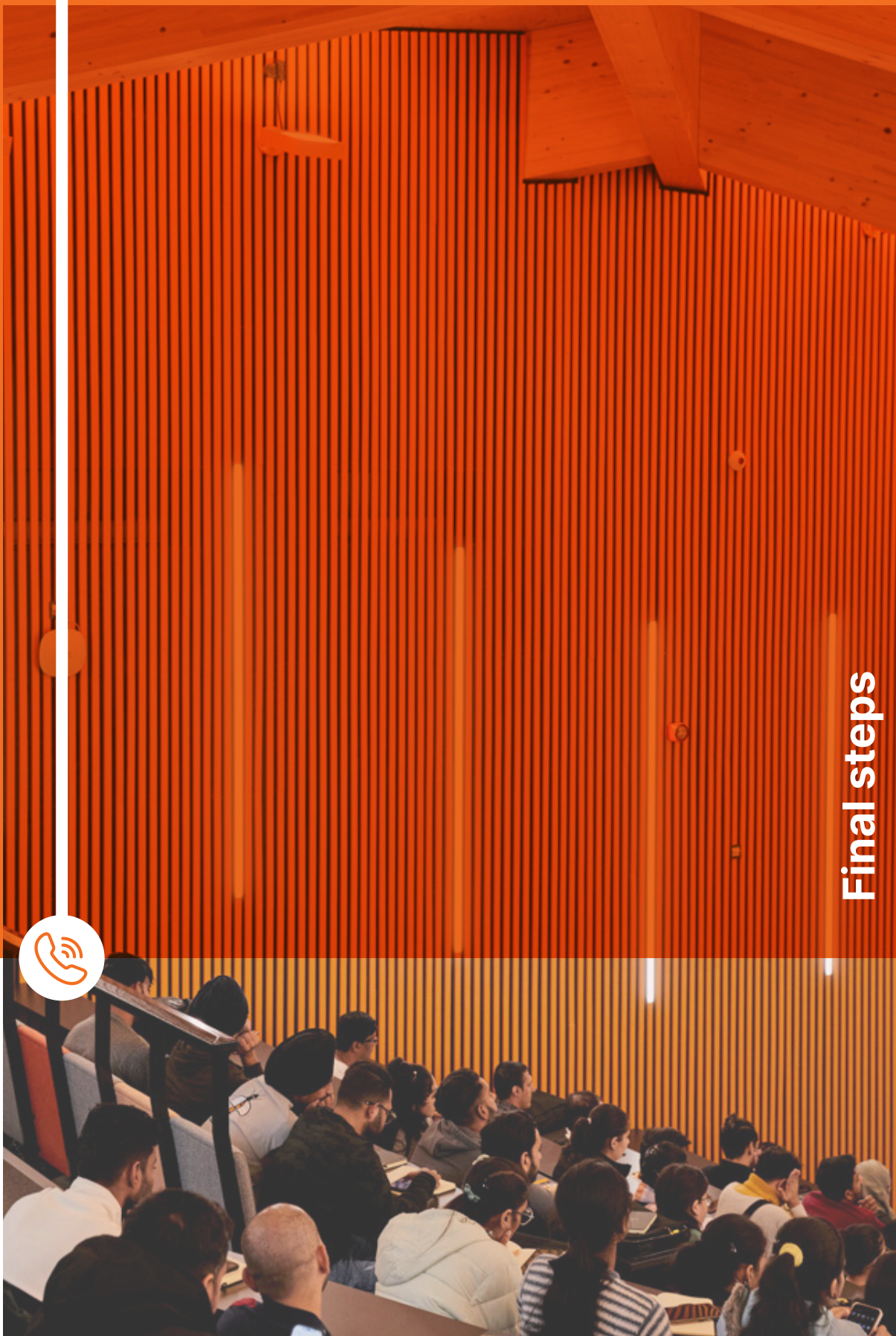
You don't need to add this person's details if they are a UK or EEA

## Pay

### Immigration Health Surcharge (IHS)

The next steps will be to first pay the Immigration Health Surcharge (IHS), then pay the visa application fee. Once payment is completed, you will be able to download your 'document checklist' and 'application form', which you should save for future reference.





## Final steps



## Further actions

- On this page, you'll have the option to download your '**Document Checklist**' and '**Application form**'. It is advisable to download and keep a copy of these documents safely for future reference.
- Keep your log in details safe.
- Take your original passport to your appointment.
- It is recommended to keep a copy of your application, document checklist and copy of the documents you have uploaded with your application.

## Update CAS Shield

- Update CAS Shield once you have submitted your student visa application.
- Please provide a copy of your visa application and change your status to "**visa applied**".
- Continue to update us on your visa application outcome. Once you have received the decision outcome, you need to upload the decision letter and confirm the arrival date in the UK so we can invite you to the enrolment accordingly.
- You must upload all the required documents on CAS Shield to complete your enrolment.
- In the unlikely case of a visa refusal, please contact the compliance team, [visa.compliance@bil.ac.uk](mailto:visa.compliance@bil.ac.uk)

## Contact Us

We hope that you have found this guide useful. If you have any questions or need further assistance, please feel free to contact [visa.compliance@bil.ac.uk](mailto:visa.compliance@bil.ac.uk)