



**UNIVERSITY OF
WESTMINSTER**

**Protecting your
Student Visa**



What we are covering

- Your visa documents
- Errors on your visa
- Your obligations
- University Sponsor obligations
- Tips on best practice



Your visa documents

Your visa may be issued in the following formats:

- Entry Clearance vignette in your passport if visa applied outside the UK
 - (temporary visa allowing entry to the UK for a period of 3 months)
- Full immigration permission for your student visa will be in the form of an Electronic visa (eVisa)
- Evisa only if visa applied for in UK

Arrived in the UK without a visa?

Speak to the Student Advice team urgently



E-Visas

Physical Student Visa documents will not be valid after 31 December 2024:

- You may need to register to access your E-Visa
- www.gov.uk/get-access-evisa
- UK Immigration ID check App to prove identity
- www.gov.uk/guidance/using-the-uk-immigration-id-check-app
- You will then need to share your immigration status with the University www.gov.uk/view-prove-immigration-status
- Keep your account updated
- www.gov.uk/update-uk-visas-immigration-account-details/update-your-ukvi-account
- <https://www.youtube.com/watch?v=9lqAbBCfBYI>

Get access to your eVisa

Contents

- Overview
- [Check if you can access your eVisa](#)

Overview

An eVisa is an online record of:

- your immigration status
- the conditions of the type of permission you have to enter or stay in the UK

If you have access to an eVisa, you can prove your immigration status online instead of using a physical immigration document like a biometric residence permit (BRP).

For example, you can use an eVisa to prove your immigration status to a landlord or employer.

Using an eVisa does not affect your immigration status or the conditions for

Related content

[Biometric residence permits \(BRPs\)](#)

[Update your UK Visas and Immigration account details](#)

[View and prove your immigration status: get a share code](#)

Length of your visa

- Entry Clearance vignette should be valid for 90 days (3 months)
- Most student visa (BRP/electronic visa) should be valid until the end of course + 2 or **4 months**
- **Check your decision letter and register for e-visas**

Type of course	Period granted before course start date	Period granted after course end date
A course of 12 months or longer	1 Month	4 Months
A course of 6 months or longer but shorter than 12 months	1 Month	2 Months
A pre-sessional course of less than 6 months	1 Month	1 Month
A short course (study abroad / exchange) less than 6 months*	7 Days	7 Days

Errors on your visa

If you notice an error on your visa, for example:

- Your visa is too short
- Your visa is too long
- Your personal details are incorrect
- Your work condition is incorrect
- There is another error on your visa

See UKCISA website: www.ukcisa.org.uk or contact Student Advice for help.



Obligations: University and Students

- University of Westminster holds a Student sponsor licence which means it has certain obligations it must adhere to for each student they sponsor
- Your Student visa comes with certain conditions
- **It is very important that you understand these conditions**
- **If conditions are not met, your visa may be cancelled**



Attendance

- Make sure you attend regularly - and register your attendance!
- Tell the University if you are unable to attend some of your classes - you may miss an important deadline or a test: speak to your tutors in advance where possible
- If you do not attend regularly, you will be contacted to check the reasons for your absences
- If you don't have a valid reason for not attending, the University is obliged to report your visa to the Home Office
- Long non-attendance, even for a good reason, will result in your visa being reported - seek advice in advance

SWIPE
ENGAGE
ACHIEVE



Don't forget to register your attendance by swiping your ID card on the reader inside the teaching space until you see **a green tick** and **your student ID number** on the screen.

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Travelling

- You are expected to be in the UK during term time: your Student visa is issued for you to study in the UK
- You should not miss any classes or academic contacts because of travelling
- We recommend to use your vacation periods to travel
- See our website for more information: <https://www.westminster.ac.uk/visas>

Travel outside of the UK on a Student Visa

VISAS AND ADVICE

WHAT TO BRING

VISAS

STUDENT VISA

STUDENT VISA ELIGIBILITY AND REQUIREMENTS

APPLYING FOR A STUDENT VISA

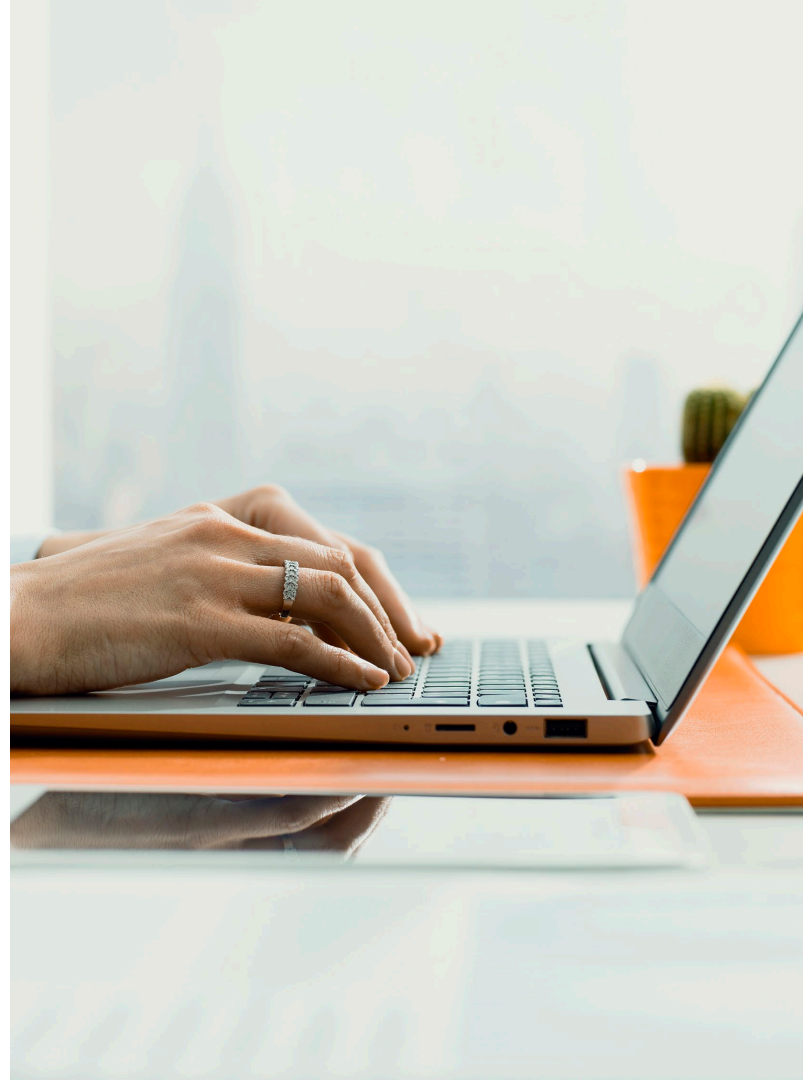
If you're a student in the UK on a Student Visa, it's important to be aware of certain information before travelling abroad as there are limitations or additional visas that you need to be aware of.

Travelling during your course

You should not miss any classes because of travel. Your attendance is monitored, and absences may affect your Student Visa. The information given to apply for a Student Visa will describe to the Home Office the requirements that you need to meet.

Work conditions

- It is important that you know and obey your work conditions
- Check your visa to see your work conditions
- Do not work more than 20 hours per week during term-time; full time work is permitted during vacation periods
- Familiarise yourself with the work conditions attached to your Student visa, as certain types of work will not be permitted (e.g. self-employment or full-time permanent job)
- It is a criminal offence for you and your employer if you break these conditions
- More information about working in a separate session



Changes to your course

- Your Student visa is issued to study at the University of Westminster
- If you do not enrol, or if you fail to continue with your studies, the University must report this to the Home Office and your visa will be cancelled
- If you have changed your mind about your current course, want to transfer to another course at the University of Westminster, there are specific rules which determine whether these changes can be made; see our website for more details
- If you interrupt your studies or wish to withdraw from your course, this can also lead to your visa being curtailed or cancelled

UNIVERSITY OF WESTMINSTER

YOUR COUNTRY

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CHANGES TO YOUR COURSE: TRANSFERRING, INTERRUPTING, AND DEFERRING

REPEATING PART OF YOUR COURSE WITH A STUDENT VISA

STUDENT VISA ELIGIBILITY AND REQUIREMENTS

This information is for students who currently hold a Student Visa to study with the University of Westminster, if you are a prospective student and wish to study with us, please read the [Confirmation of Acceptance for Studies \(CAS\)](#).

Your Student Visa is granted based on the information recorded on your CAS. A CAS includes details such as the name of your course, start and end date, level, and the award you are working towards. Any changes to this information are likely to impact your Student Visa.

Some of the changes that may take place during your studies are listed below. This information does not take into account your individual personal circumstances, we advise you speak to [Student Advice](#) to discuss your personal situation in more detail.

If either you or the University is making a change to your studies you should consider the following before taking any action:

<https://www.westminster.ac.uk/visas>

Your obligations

- To know and comply with the conditions of your Student visa, including attending your course and not exceeding work restrictions
- To ensure your visa documents are correct and report any errors to the Home Office
- To avoid any period of overstay
- To tell the Home Office and the University if you:
 - Change your name
 - Change your passport or nationality
 - Change your address, email or phone number
 - If you get a criminal conviction
- Contact the Student Centre to report changes to the University
- See GOV.uk to report changes to the Home Office:
 - <https://www.gov.uk/report-error-evisa>
 - <https://www.gov.uk/update-uk-visas-immigration-account-details>

University Sponsor obligations

The University must report/tell the Home Office if:

- You don't enrol on your course
- You don't attend regularly or hand in work
- You take a break from or leave your course
- You break your immigration conditions e.g., working too many hours
- You change your immigration status

If the University makes a report to the Home Office

- **The Home Office will usually write/email you. Your Student Visa may be curtailed/cancelled.**
- You will normally be given 60 days to either:
 - Leave the UK
 - Apply for a different/new visa
- If applying for a Student visa, you will need a new CAS and will have to meet all the Student visa conditions; you will normally need to apply for a new Student visa from outside the UK
- **Always seek advice about your situation**



Useful tips

- Always respond to emails from the Visa Compliance/ Visa Attendance team
 - Always speak to Student Advice if you are not sure about your visa situation
 - Keep a digital copy of your passport and any visa and other important documents
 - Know your visa expiry date and ensure you either leave the UK before this date or apply for further permission to stay in the UK before your visa expires. Overstaying is a criminal offence and can have serious consequences.
- Keep your passport and visa documents safe when travelling abroad
 - If your passport gets lost or stolen, you may not be able to travel back to the UK
 - You will have to apply for a replacement, which can take a long time to arrange
 - Make sure you register for your e-visa and keep your account updated
 - If you need to extend your Student visa, always check the rules and make sure you meet them before applying

Further advice

See our visa pages or contact Student Advice for further help.

<https://www.westminster.ac.uk/visas>

Contact the Student Centre to book appointments or to email Student Advice.

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- VISAS

- STUDENT VISA

- CHANGES TO YOUR COURSE: TRANSFERRING, INTERRUPTING, AND DEFERRING
- REPEATING PART OF YOUR COURSE WITH A STUDENT VISA
- STUDENT VISA ELIGIBILITY AND REQUIREMENTS
- APPLYING FOR A STUDENT VISA FROM OUTSIDE THE UK
- APPLYING FOR A STUDENT VISA FROM INSIDE THE UK
- CONFIRMATION OF ACCEPTANCE FOR STUDIES (CAS)
- CONDITIONS OF YOUR STAY
- CREDIBILITY INTERVIEWS
- DOCUMENTS REQUIRED FOR A STUDENT VISA
- FINANCIAL REQUIREMENTS AND THE 28-DAY RULE
- IMMIGRATION HEALTH SURCHARGE (IHS)
- OFFICIAL FINANCE SPONSORSHIP
- POLICE REGISTRATION CERTIFICATES
- TRAVEL OUTSIDE OF THE UK ON A STUDENT VISA

- STANDARD VISITOR VISA

- PRE-SESSIONAL ENGLISH LANGUAGE COURSES

- GRADUATE ROUTE

- INFORMATION FOR EU NATIONALS

- WHEN YOU ARRIVE

**Thank you for your
attention!**