

TIER 4 ENTRY CLEARANCE APPLICATION

PLEASE NOTE: the earliest you can make your application is three months before your course start date. Applications which are submitted more than 3 months before the course start date will be refused and you will have to get a new CAS to apply again.

Make sure you select the correct application form:

Study - PBS Tier 4 Student - Tier 4 (General) Student

Select this option if you will be self or family funded, otherwise privately funded or funded by a student loan, or if you are in receipt of a scholarship from the University of Leeds

Study - PBS Tier 4 Student - Tier 4 (General) (Sponsored) Student

Select this option if you are funded (or partially funded) by an "official financial sponsor", such as the UK government, your home government (though this does not include student loans), the British Council or any international organisation or international company

Study - PBS Tier 4 Student - Tier 4 (Chevening, Marshall and Commonwealth Scholars Only) Student

Select this option if you are the holder of a Chevening Scholarship or Fellowship, a British Marshall Scholarship, a Fulbright Scholarship or a Commonwealth Scholarship and Fellowship Plan

Information for completing the form is detailed below

Passport and Travel Information

Personal Details and Travel History

Family Details

Medical Treatment

Tier 4 Student >

Additional Information

Save

Save & Quit

Confirm Application

PERSONAL DETAILS AND TRAVEL HISTORY

FAMILY DETAILS

MEDICAL TREATMENT

Complete these sections and provide all details requested

PASSPORT AND TRAVEL INFORMATION

Complete this section with the information exactly as it is in your passport.

If you have not yet confirmed/obtained your accommodation in the UK please write the following details:

What is the main address and contact details of where you will be staying whilst in the UK?	What is the main address and the contact details of where you will be staying whilst in the UK?
<p>Enter the postcode below and click on 'find address'.</p> <p>UK Postcode: <input type="text" value="LS2 9JT"/> Find Address</p> <p><input type="text" value="Woodhouse Lane, Leeds, LS:"/></p> <p>Name of Person / Hotel <input type="text" value="C/O University of Leeds"/> <input type="button" value="x"/></p> <p>Line 1: <input type="text" value="Woodhouse Lane"/> *</p> <p>Line 2: <input type="text" value="Leeds"/></p> <p>Line 3: <input type="text"/></p> <p>Line 4: <input type="text"/></p> <p>Postcode: <input type="text" value="LS2 9JT"/></p> <p>Primary contact no: <input type="text"/> *</p> <p>Secondary contact no: <input type="text"/></p> <p>Email: <input type="text"/></p>	

TIER 4 STUDENT

Complete the sponsor details as below

Sponsor	
Give your Tier 4 Sponsor's licence number	What is your Tier 4 Sponsor's Licence Number?
<input type="text" value="H3GNC03A4"/>	
What is the name of your sponsor?	What is the name of your sponsor?
<input type="text" value="University of Leeds"/> *	
What is the full address of your sponsor?	What is the full address and contact details of your sponsor?
Enter the postcode below and click on 'find address'.	
UK Postcode: <input type="text" value="LS2 9JT"/> Find Address	
<input type="text" value="Woodhouse Lane, Leeds, LS:"/>	
Organisation: <input type="text" value="University of Leeds"/> x	
Line 1: <input type="text" value="Woodhouse Lane"/> *	
Line 2: <input type="text" value="Leeds"/>	
Line 3: <input type="text"/>	
Line 4: <input type="text"/>	
Postcode: <input type="text" value="LS2 9JT"/>	
Primary contact no: <input type="text" value="0113 243 1751"/> *	
Secondary contact no: <input type="text"/>	
Email: <input type="text"/>	

All of the following details will be on your CAS (Confirmation of Acceptance of Studies). Please copy the details exactly from your CAS, for example

The level of course and qualification is:

English Language **CEFR B2**

Bachelors / Study Abroad **NQF6**

Masters **NQF7**

PhD **NQF8**

Studies	
What is your Confirmation of Acceptance for Studies Number? <input type="text" value="E4G4OD6E25X0T8"/> *	What is your Confirmation of Acceptance for Studies Number?
What is the title of your course? <input type="text" value="Law"/> *	What is the name of the course?
What is the level of the course and qualification? <input type="text" value="NQF7"/> *	What level of qualification is expected?
Start Date of course <input type="text" value="19 Sep 2016"/> *	When does the course begin?
End Date of course <input type="text" value="18 Sep 2017"/> *	When is the course expected to finish?
Have you already started studying this course? <input type="radio"/> Yes <input checked="" type="radio"/> No	Have you already started studying this course?
What is the address of the main site of study? Enter the postcode below and click on 'find address'. UK Postcode: <input type="text" value="LS2 9JT"/> Find Address <input type="text" value="Woodhouse Lane, Leeds, LS:"/> Organisation: <input type="text" value="University of Leeds"/> Line 1: <input type="text" value="Woodhouse Lane"/> Line 2: <input type="text" value="Leeds"/> Line 3: <input type="text"/> Line 4: <input type="text"/> Postcode: <input type="text" value="LS2 9JT"/>	Please enter details of the address and contact details of your place of study. You must enter at least one contact phone number

Insert the information as below. The English Language requirement will be confirmed on your CAS under 'Documents used to obtain the offer'. If it states '*Higher Education Institution (HEI) sponsor has made assessment*' no English evidence is required and you should select the section as below.

If your CAS states how you meet the English Language requirement i.e. IELTS, select English Language Test and provide details of the certificate.

If you require [ATAS](#), then select Yes and provide details. Your offer letter will tell you if need an ATAS certificate.

<p>Confirm which of the following options apply</p> <p>Studying <input type="button" value="v"/> *</p>	<p>Which of the following options applies?</p>
<p>Have you been assessed by the sponsor by other means, for example references or a portfolio of artwork?</p> <p>No <input type="button" value="v"/> *</p>	<p>Have you been assessed by the sponsor by other means, for example references or a portfolio of artwork?</p>
<p>Please indicate how you meet the minimum English language requirement relevant to your course</p> <p><input type="radio"/> National of a majority English speaking country *</p> <p><input type="radio"/> Academic qualification equivalent to UK degree, taught in majority English speaking country *</p> <p><input type="radio"/> English language test *</p> <p><input type="radio"/> Previous study as a child student (or under the student rules that were in force before 31 march 2009) *</p> <p><input checked="" type="radio"/> Your sponsor is a Higher Education Institution (HEI), and has made its own assessment of your English language ability *</p> <p><input type="radio"/> Your sponsor is an HEI, considers you to be a gifted student and has waived the English Language requirement *</p> <p><input type="radio"/> Studying short-term study abroad programme in the UK as part of a university course in the USA</p>	<p>Please indicate how you meet the minimum English language requirement relevant to your course</p>
<p>Are you required to obtain permission from the Academic Technology Approval Scheme (ATAS)?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p>	<p>Are you required to obtain permission from the Academic Technology Approval Scheme (ATAS)?</p>

If you are a **self-funded student** or **funded by your parents** and have paid a tuition fee deposit or any of your fees, complete the form as below. If you have not paid any tuition fees select No. If the payment is shown on your CAS, select 'Shown in CAS'. If not, you will need to submit a receipt for the payment and select 'An official or original receipt'.

If you are a [low risk national](#) you do not need to submit any financial evidence, please select 'Evidence is not required under guidance but held by applicant'

Maintenance fees are your living expenses and include accommodation fees. You will need to show £1,015 per month for 9 months (£9,135) to meet Tier 4 maintenance requirements. If your course duration is less than 9 months, then you need to show £1,015 per month for every month of the course.

Maintenance and Fees	
How much are the fees for your course of study?	Course fees
<input type="text" value="17000"/>	
Have any of your course fees been paid?	Have any of your course fees been paid?
<input type="text" value="Yes - Paid to UK Education Provider"/> *	
Please enter the amount GBP(£)	Amount in GBP(£)
<input type="text" value="1500"/>	
What document has been provided as evidence of payment	What document has been provided as evidence of payment. Please select
<input type="text" value="-- Select --"/> <ul style="list-style-type: none"> Shown in the CAS An official or original receipt Evidence is not required under guidance but held by applicant 	
<input type="text" value="No"/> *	Have any of your accommodation fees been paid to your sponsor?
Do you receive support from a financial sponsor that meets the UK Visa and Immigration definition of a financial sponsor?	Do you receive support from a financial sponsor ?
<input type="radio"/> Yes * <input checked="" type="radio"/> No	
Do you have any remaining fees and maintenance still due for payment?	Do you have any remaining fees and maintenance still due for payment?
<input checked="" type="radio"/> Yes * <input type="radio"/> No	
Course fees	Course fees
<input type="text" value="15500"/>	
Maintenance	Maintenance fees in GBP (£)
<input type="text" value="9135"/>	
Total	Total in GBP (£)
<input type="text" value="24635"/>	

Do you have money in your own name?	Do you have money in your own name?
<input checked="" type="radio"/> Yes <input type="radio"/> No	
What original documents have been supplied showing evidence of funds for the fees that still need to be paid?	What original documents have been supplied showing evidence of funds for the fees that still need to be paid?
<input type="text" value="Bank statement OR
Scholarship Letter from University of Leeds etc OR
Loan Letter"/>	

Points Claimed	
Confirmation of Acceptance for Studies	
<input type="text" value="30"/>	
Maintenance	Maintenance
<input type="text" value="10"/>	
Total	Total Points you are claiming
<input type="text" value="40"/>	

If your parent/s are funding your studies in the UK then complete as follows:

Do you have money in your own name?	Do you have money in your own name?
<input type="radio"/> Yes <input checked="" type="radio"/> No	
What evidence have you provided that shows both the amount of funds available and your relationship to your parents or legal guardians?	What evidence have you provided that shows both the amount of funds available and your relationship to your parents or legal guardians?
<input type="text" value="Bank statements
Birth Certificate
Letter from parent/s confirming they are funding studies"/>	

If you are a **sponsored student** or receiving a **scholarship** then complete the form as below

Maintenance and Fees	
How much are the fees for your course of study? <input type="text" value="17000"/>	Course fees
Have any of your course fees been paid? <input type="text" value="No"/> *	Have any of your course fees been paid?
Do you have sufficient funds to cover remaining course fees? <input checked="" type="radio"/> Yes <input type="radio"/> No	Do you have sufficient funds to cover remaining course fees?
Have any of your accommodation fees been paid to your sponsor? <input type="text" value="No"/> *	Have any of your accommodation fees been paid to your sponsor?
Do you receive support from a financial sponsor that meets the UK Visa and Immigration definition of a financial sponsor? <input checked="" type="radio"/> Yes * <input type="radio"/> No	Do you receive support from a financial sponsor ?
What is the name of the official financial sponsor? <input type="text" value="Libyan Government/University of Leeds"/> *	What is the name of your Financial Sponsor?
How much in GBP(£) is the official financial sponsor or Government sponsor paying towards your expenses? <input type="text" value="26135"/> *	Course fees/ Boarding fees in GBP (£):
Course Fees <input type="text" value="17000"/>	Course fees
Maintenance Fees <input type="text" value="9135"/>	Maintenance fees in GBP (£)

Do you have any remaining fees and maintenance still due for payment? <input checked="" type="radio"/> Yes * <input type="radio"/> No	Do you have any remaining fees and maintenance still due for payment?
Course fees 17000	Course fees
Maintenance 9135	Maintenance fees in GBP (£)
Total 26135	Total in GBP (£)
Do you have money in your own name? <input checked="" type="radio"/> Yes <input type="radio"/> No	Do you have money in your own name?
What original documents have been supplied showing evidence of funds for the fees that still need to be paid? Financial Letter from Libyan Government OR Scholarship letter from University of Leeds	What original documents have been supplied showing evidence of funds for the fees that still need to be paid? *

Points Claimed	
Confirmation of Acceptance for Studies 30	
Maintenance 10	Maintenance
Total 40	Total Points you are claiming

If you are studying for more than 6 months you will be issued a vignette (visa) in your passport which is valid for 30 days. You must then travel within the time limit of that visa and collect your [BRP](#) from the University of Leeds.

On the '**Biometric Residence Permit (BRP) Collection**' page of the visa application you must insert the University's Alternative Collection Location Code, which is **2HE422**. This will make sure that your BRP is sent to the University of Leeds.

If you are studying for less than 6 months your visa will be issued as a vignette (visa) inside your passport for the whole duration of your stay in the UK and you will not need to collect a BRP.