

# How to prepare for a Student Route visa

## Workshop 1: Visa Documents

International Student Team (IST)



# Submitting Documents to IST

- The IST will review all documentation students are required to submit as part of their visa application
- Each student will receive an email containing an individual link to upload documentation to the IST for checking
- If you have any problems uploading documentation using the link provided, please contact the IST at [ISTPreessional@contacts.bham.ac.uk](mailto:ISTPreessional@contacts.bham.ac.uk)
- Students should check their University email regularly to ensure that no updates from the IST is missed
- A Canvas page has been set up providing further information on the visa application process and documents required:  
<https://canvas.bham.ac.uk/courses/42863>



# Submitting Documents to IST

- Due to the current restricted campus operations as a result of Covid-19, our staff are working remotely and we will therefore be reviewing visa documentation in batches.
- We will initially be reviewing documentation provided by students who will be progressing onto an undergraduate programme.
- Please be patient with us during this challenging time as we work to ensure the highest level of service possible to all of our international students.
- We will update you once we are in a position to review the next batch of documentation.



# Applying for a Student Route visa –outside the UK

- The Student Route visa sits within the Points Based System (PBS).
- To apply for a Student Route visa you must have been offered a place to study at University of Birmingham and pass the points-based assessment and score 40 points when making a visa application:
  - ✓ **30 points** for a Confirmation of Acceptance for Studies (CAS) from the University of Birmingham; and
  - ✓ **10 points** for documents showing the required finances (tuition fee and living cost)



## Overview: Documents required for visa application

Type of visa	Student Route Visa
Documents required	<ul style="list-style-type: none"><li>✓ Current passport</li><li>✓ Confirmation of Acceptance for Studies (CAS)</li><li>✓ University of Birmingham Offer Letter for main programme of study</li><li>✓ Evidence of financial support. See specific <a href="#">money requirements</a>.</li><li>✓ TB test results if applicable. Please see <a href="#">here</a> for more info.</li><li>✓ Proof of parental consent and proof of relationship with your parents if you are 18 years old or under.</li><li>✓ Academic qualifications that are listed on your CAS.</li><li>✓ <a href="#">Certified translations</a> of any documents that are not in English.</li><li>✓ Course acceptance letter.</li><li>✓ <a href="#">ATAS</a> if applicable.</li><li>✓ Any further information as detailed on website below.</li></ul> <p><b><u>You must ensure you hold original copies of any documents. Photocopies or scanned copies are not acceptable to UKVI.</u></b></p>
Dependents allowed	Yes. Please see <a href="#">here</a> for more information.
Fees	Currently £348. Please click <a href="#">here</a> to check fees
Further information	<a href="https://www.gov.uk/tier-4-general-visa">https://www.gov.uk/tier-4-general-visa</a>



# EXAMPLE CAS STATEMENT

Date of Issue: 12 February 2013

## CAS STATEMENT: TIER 4 GENERAL STUDENT

**CAS NUMBER: E5G9TA4C25X0S5**

I am pleased to confirm that your offer of a place at the University of Birmingham is unconditional. This is your Confirmation of Acceptance of Studies (CAS) Statement. You will need this CAS Number in order for you to apply for a student visa for study at the University of Birmingham but you do not need to include the CAS Statement in your visa application.

You need to be aware that it is your responsibility to ensure that all the information is correct and to inform us if it is not by email to [CAS Enquiries](#). The passport number submitted to the UK Border Agency is stated below. If you obtain a new passport before applying for your visa you must send us a copy of the personal identification page so that we can update your CAS record with the UK Border Agency. Please note that incorrect information may lead to a visa refusal.

The CAS Number is valid for 6 months from the date of issue shown above and can be used to apply for a visa up to 3 months before the start date for your course. It is important that you arrive at the University in time to commence your studies on the start date stated below.

Category: Tier 4  
Name: Shelly Chen  
Nationality: China  
Date of Birth: 11 February 1990  
Student ID: 1110000  
Passport number: 863183485  
Licence Number: T7N18X2X1  
Course Title: Bachelor of Engineering Mechanical Engineering  
Level of Study: QCF\_NQF6  
Course Start Date: 26 September 2012  
Expected Course End Date: 19 June 2015  
First year tuition fee for start date shown above: £15150  
Tuition fees paid as at the date of issue of this CAS statement: £0

ATAS required: No

Documents used to obtain offer letter: Degree Certificate from China. We have assessed this student's English language ability and confirm that it is equivalent to CEFR Level B2 or higher in each of the four components of language learning. No documents are required to be submitted as evidence of this.

Pre-arrival information for new students can be obtained from our website: [Pre Arrival Information](#).

A registration pack and joining instructions will be sent to you before the start of your course, see [Registration Information](#) for further details. If you are coming to do a pre-sessional English course, you will be given these on arrival at the University.

Please keep this email in a safe place as we will not be sending a paper copy of this CAS Statement.

The University of Birmingham



# University of Birmingham Offer Letter

ID number [REDACTED]

Date: 08 November 2018

Miss [REDACTED]  
302 [REDACTED]  
[REDACTED] Chaoyang District  
Beijing  
[REDACTED]  
CHINA

Dear Miss [REDACTED]

**Programme Title:** MSc (Taught) Financial Management (FT)  
**Duration:** 12 Months  
**Mode:** Full-time Taught  
**Start Date:** 30 September 2019  
**Fee Status:** Overseas **Tuition Fee:** £22500

I am pleased to be able to offer you admission to the programme shown above. Your offer is **CONDITIONAL**, on you meeting the requirements detailed below. Please submit the requested document(s) as soon as you are able to do so. Conditions need to be met before the start of the programme. If original or certified copies of your documents are required, please send to the address stated at the top of this letter.

If you require a visa to study here all conditions must be met at least six weeks before the programme start date.

If your offer is conditional upon providing evidence of academic achievement, please refer to the following link for details of acceptable means of verifying your qualifications:  
<http://www.birmingham.ac.uk/university/colleges/professionals/external/admissions/verification.aspx>  
(<http://www.birmingham.ac.uk/university/colleges/professionals/external/admissions/verification.aspx>)

- Provide evidence of obtaining your degree with a final grade average of at least 85%.
- Please provide certified copies of your Transcript, Degree Certificate and Graduation Certificate to confirm that you have been awarded your degree with the required grade. If these documents do not state a final grade average then you must provide an additional certified statement from your institution to confirm this.
- Please provide evidence of proficiency in English Language. For this programme we require IELTS 6.5 (with no less than 6.0 in any band) or Pearson Test of English (PTE) with 59 in all four skills. Tests should be no more than two years old at the time of admission. Alternatively you can attend and satisfactorily complete one of our pre-sessional English language courses. Please visit <http://www.birmingham.ac.uk/international/ta/professionals/index.aspx> for further details.
- Supply a copy of your passport personal details page that you will be using to apply for your Tier 4 Student Visa. You can scan and upload this via your applicant portal.

In order to secure your place, you must respond to this offer by 03 January 2019. To respond to the offer, click on the 'View Details' link within your portal. If you think you will be unable to respond by this date, please contact us and we will be able to extend the time available. However, if you fail to respond by this deadline your offer may be declined on your behalf.



Admissions Office  
University of Birmingham  
Edgbaston  
Birmingham  
B15 2TT

Please note: all non-English Language documents must be accompanied by an official certified translation.

Once you have fulfilled these condition(s) and you have accepted your offer of a place, we will send you a CAS (Confirmation of Acceptance for Study) to help with your visa application. Please note that it is not possible to issue you with a CAS more than six months before the start date of your programme. Study in the UK is subject to time limits and regulations on academic progression set by UK Visas & Immigration (UKVI). If you have not already provided us with details of any study that you have undertaken in the UK (including study you have completed, are currently undertaking or have failed to complete) in the Qualifications section of your Postgraduate application then you must inform us of this now. Failure to provide this information may result in your offer being withdrawn.

The annual tuition fee for the academic year 2019/20 is shown above. Tuition fees are liable to increase in subsequent years.

If you accept this offer you are required to disclose to the University any unspent, relevant criminal convictions within 14 days of your acceptance reply. Information about this requirement is provided in the document 'Important Information About Your Offer' provided with this offer. Further information, including how to disclose this information and the University's policy on Criminal convictions will shortly be published in the online Offer Guide. We will inform you as soon as this information is available and advise you not to accept an offer until you have read this information. If your offer conditions require you to provide a CBS disclosure you do not need to make a separate self-disclosure when accepting your offer.

Please note that you need to have sufficient funds available for your living costs and tuition fees for the duration of your programme. You will only become responsible for the payment of your tuition fees when you formally register for your programme, not when you accept your offer of a place. Information regarding the registration process will be sent to you before your programme commences.

Should you have any queries please go to [www.birmingham.ac.uk/pg-FAQ](http://www.birmingham.ac.uk/pg-FAQ) or submit a query through our online enquiry form at [www.birmingham.ac.uk/pg-enquiry](http://www.birmingham.ac.uk/pg-enquiry). In any communication, please quote your Application ID number.

Yours sincerely

Roderick Smith  
Director of Admissions



# Proof of sufficient funds

You will need to show evidence of funds to cover the following:

- Tuition fees (as stated in your Offer Letter)
- Living costs of **£9,135** (£1,015 for each month of your course, up to a maximum of 9 months)
- Living costs for dependents (if applicable) of **£6,120** (£680 for each month of your **immigration permission**, up to a maximum of 9 months)

e.g. undergraduate course fee of £21,360.00 **PLUS** Living Costs £9,135.00 (for a course which is longer than 9 months in duration)

**TOTAL £30,495.00**





# Proof of sufficient funds

- You can use your own bank account, your parents' bank account or a joint bank account you hold with your parents or spouse/partner
- You can use two bank accounts to show the total required funds, however we advise having the money in one account if possible
- You may use an overseas or UK bank account
- You cannot use a business bank account
- All funds must be in the form of **cash funds** (you cannot use stocks, shares, bonds, overdrafts, credit cards or pension funds)
- Certificates of deposit are only acceptable if they do not indicate that funds are frozen
- The total funds required (tuition fee and living costs) must be in your account for **28 consecutive days**
- The total funds showing in your bank account **must never drop below the required amount** during the 28 consecutive days
- On the day of your visa application, the bank statement you are using as evidence of funds must be **less than one month old**
- Your bank statement **must** show the account number, bank name and bank logo



# Proof of sufficient funds

## Using a Bank Statement as proof of funds

To meet the Student Route visa requirements, your bank statement must include the following:

- the bank logo
- an official bank stamp
- the account number
- account holder's name
- the amount of funds

The money must be in the account for a period of at least **28 consecutive days**.

The money (tuition fee and living costs) **MUST** never go below the required amount during this period.

Must be cash funds only - no stocks or shares, no overdraft facility or credit card.

## Using your parents Bank Statement?

If you are using your parents bank statement then you will also need to provide the following documentation:

- Letter of consent from your parent
- Evidence of relationship such as a birth certificate

Bank name and logo

Official bank stamp

Sort code and account number

Account holder name and address

Date must be no more than 31 days before application submitted

Amount of funds

Date	Description	Money Out	Money In	Balance
01 May	Transfer from A Parent		250.00	40,285.70
28 Apr	Marks and Spencer	12.45		40,035.70
28 Apr	Sainsburys	32.67		40,048.15
23 Apr	Cash Withdrawal	10.00		40,080.82
15 Apr	Trainline	14.99		40,090.82
14 Apr	British Airways	97.86		40,105.81
13 Apr	Uber	3.47		40,203.67
07 Apr	Cash Withdrawal	20.00		40,207.14
03 Apr	Interest Accrued**		8.93	40,227.14
03 Apr	Uber	9.87		40,218.21
01 Apr	Sainsburys	45.82		40,228.08
27 Mar	Pret A Manger	12.98		40,273.90
23 Mar	Trainline	4.99		40,286.88
24 Mar	Cash Withdrawal	10.00		40,291.87
24 Mar	Marks and Spencer	6.93		40,301.87
23 Mar	Cash Withdrawal	10.00		40,308.80
18 Mar	Transfer from A Parent		1,200.00	40,318.80
16 Mar	Uber	4.63		39,118.80
16 Mar	Cash Withdrawal	10.00		39,123.45

Funds **must** be held for a **continuous period of 28 days** between the date of the deposit and the date of the bank statement bring printed.



# Proof of sufficient funds

## Using a Certificate of Deposit as proof of funds

To meet the Student Route visa requirements your certificate of deposit must include the following:

- the bank logo
- an official bank stamp
- the account number
- account holder's name
- the amount of funds

The money must be in the account for a period of at least **28 consecutive days**. For a certificate of deposit this is between the date of the deposit (of funds) and the date your certificate is issued.

The money (tuition fee and living costs) **MUST** never go below the required amount during this period.

## Using your parents certificate of Deposit?

If you are using your parents bank statement then you will also need to provide the following documentation:

- Letter of consent from your parent
- Evidence of relationship such as a birth certificate

76471290002

Bank 中国光大银行

业务编号: [Redacted]  
凭证号: 302 [Redacted]  
Ref No.: [Redacted]  
日期: 2020/01/13  
DATE: 2020/01/13

个人存款证明  
Certification of Personal Deposits

敬启者:  
To whom it may concern:

[Redacted] 兹证明 [Redacted] 先生/女士 (身份证或护照号码: [Redacted]) 截止 到 2020 年 02 月 10 日 24 时 0 分 在我行账户资金状况如下:  
This is to certify that Mr./Ms. [Redacted] (ID No./Passport No. [Redacted]) has as of 2020 (Year) 02 (Month) 10 (Date) 24 (Hour) (Minute) personal accounts in China Everbright Bank as follows:

卡号/折号 Card No./Deposit Book No.	账号 Account No.	币种/金额 Currency/Balance	开户日 Deposit Date	到期日 Expiry Date
[Redacted]	[Redacted]	英镑 GBP15000.00	2020/01/13	2020/02/13

备注(Remarks):  
以上资金自本证明开出之日起冻结 29 天。  
The above accounts will start to be frozen for 29 days from the date on which this certification is issued.  
请仔细阅读银行声明, 详见本证明背面。  
Please pay attention to the bank statement of China Everbright Bank on the reverse side of this certification.

您可以登录中国光大银行门户网站 www.cebbank.com 录入业务办理日期和电子化印章中12位标识码(英文字母不区分大小写), 对凭证上的业务信息进行验证。

中国光大银行 青岛莱阳路支行 (盖章)  
China Everbright Bank (Bank's Seal)  
经办人员: 黄传坤 (签字)  
Processed by: [Signature] (Signature)  
有权签发人: [Signature] (签字)  
Authorized by: [Signature] (Signature)

第一联: 客户留存



# Proof of sufficient funds

## Using an Official Sponsorship Letter as proof of funds

Who can be a sponsor

- You can receive official financial sponsorship from:
  - A government;
  - The British Council;
  - Any International Organisation;
  - An International Company;
  - A University or Independent School
- If you are in receipt of official sponsorship, you have a sponsorship letter from your sponsor, confirming their consent for you to stay in the UK.
- If you were sponsored in the last 12 months and that sponsorship has now ended, you will also need to provide evidence of this.

Further guidance and information:

- <https://www.birmingham.ac.uk/International/students/visas/moneystudent.aspx>

## Example Official Sponsorship Letter

The image shows an example of an official sponsorship letter from the Embassy of the Republic of Iraq. The letter is on headed paper and includes the following details:

- Name and contact details of your Official Sponsor:** Embassy of the Republic of Iraq, Clarendon House 121 High Street, London SW15 2AX.
- Date of Letter:** 01/01/2013.
- Recipient:** Dear Sirs.
- Subject:** RE: Mr. Abdullah Rahim (DOB: 01/01/1978) National of Iraq, Dependant: Mrs Nasrin Rahim (DOB: 01/01/1982) National of Iraq.
- Details of Sponsorship:** We confirm that the Iraqi Minister of Higher Education and Scientific Research (MOHESR) is sponsoring the above named student. The scholarship of MOHESR covers all expenses of his studies at the University of Birmingham including tuition (up to minimum 3 years) living and travel expenses and other miscellaneous expenses. The scholarship will commence on 27/09/2012.
- Additional Confirmation:** We would also like to confirm that we will be covering all living expenses of the students family members whilst they continue to remain in the UK.
- Unconditional Consent:** We would further like to confirm that we give our "Unconditional Consent" for the student to continue studying in the United Kingdom without any restriction.
- Contact Information:** If you have any queries then please do not hesitate to contact the undersigned by telephone on 020 555 555 or via email on [info@mohesr.com](mailto:info@mohesr.com).
- Signature:** Yours faithfully, A. Shazail, Minister of Higher Education and Scientific Research.
- Official Seal:** A gold circular seal with the text "OFFICIAL SEAL" and a star border.

Callouts explain that the sponsor must cover fees and maintenance, write "Unconditional Consent", and state the amount of money or a statement that the sponsor will cover all costs. It also notes that if the sponsor covers dependants, their names and the amount of money must be stated.



# Academic Qualifications



# Academic Qualifications



# Academic Qualifications



# Academic Qualifications

**南京大学金陵学院 本科生成绩单**  
Undergraduate Academic Transcript of Nanjing University Jinling College

学号: [REDACTED] 姓名: [REDACTED] 身份证号: [REDACTED] 性别: 女 出生日期: [REDACTED]  
入学年月: 2015年9月 院系: 商学院 专业: 会计学 学制: 4年

课程	类别	学分	成绩	备注	课程	类别	学分	成绩	备注
大学英语(一)	必修	4.0	88.0		大学英语(一)	必修	4.0	88.0	
体育(一)	必修	1.0	95.0		大学英语(二)	必修	4.0	82.0	
中国近现代史纲要	必修	2.0	98.0		军事理论及军事高科技	必修	2.0	78.0	
微积分I(上-一)	必修	5.0	98.0		思想道德修养与法律基础	必修	3.0	93.0	
大学计算机基础(第一级)	必修	5.0	90.0		体育(二)	必修	1.0	93.0	
新生导学课	必修	1.0	98.0		微积分I(上-二)	必修	5.0	94.0	
英语与阅读	必修	1.0	98.0		初等与进阶I	必修	1.0	98.0	
管理经济学	核心	2.0	77.0		管理学	核心	3.0	98.0	
大学英语(二)	必修	4.0	82.0		宏观经济学	核心	3.0	94.0	
军事理论及军事高科技	必修	2.0	78.0		会计学	核心	3.0	97.0	
思想道德修养与法律基础	必修	3.0	93.0		财务管理	核心	3.0	92.0	
体育(二)	必修	1.0	93.0		生产与实训	选修	1.0	96.0	
微积分I(上-二)	必修	5.0	94.0		学位课程平均分	4.41			
初等与进阶I	必修	1.0	98.0		非学位课程平均分	4.48			
管理学	核心	3.0	98.0		大学英语(三)	必修	4.0	96.0	
宏观经济学	核心	3.0	94.0		概率论与数理统计(文科)	选修	4.0	98.0	
会计学	核心	3.0	97.0		体育(三)	必修	1.0	98.0	
财务管理	核心	3.0	92.0		马克思主义基本原理	必修	2.0	95.0	
生产与实训	选修	1.0	96.0		中国革命史	核心	2.0	98.0	
学位课程平均分	4.41				财务会计	核心	3.0	90.0	
非学位课程平均分	4.48				财政学	选修	3.0	97.0	
大学英语(三)	必修	4.0	96.0		经济法	选修	3.0	90.0	
概率论与数理统计(文科)	选修	4.0	98.0		统计学	核心	3.0	78.0	
体育(三)	必修	1.0	98.0		统计软件与数据处理	选修	2.0	98.0	
马克思主义基本原理	必修	2.0	95.0		大学英语(四)	必修	4.0	94.0	
中国革命史	核心	2.0	98.0		体育(四)	必修	1.0	90.0	
财务会计	核心	3.0	90.0		4年制本科+双学位+双证书+双证书	必修	8.0	90.0	
财政学	选修	3.0	97.0		商务代差	选修	4.0	90.0	
经济法	选修	3.0	90.0		成本会计	核心	3.0	98.0	
统计学	核心	3.0	78.0		国际结算	选修	3.0	75.0	
统计软件与数据处理	选修	2.0	98.0		中国税制	核心	3.0	98.0	
大学英语(四)	必修	4.0	94.0		群策群力	核心	3.0	90.0	
体育(四)	必修	1.0	90.0		城市管理学	选修	2.0	98.0	
4年制本科+双学位+双证书+双证书	必修	8.0	90.0		现代社心理学	选修	2.0	90.0	
商务代差	选修	4.0	90.0						
成本会计	核心	3.0	98.0						
国际结算	选修	3.0	75.0						
中国税制	核心	3.0	98.0						
群策群力	核心	3.0	90.0						
城市管理学	选修	2.0	98.0						
现代社心理学	选修	2.0	90.0						

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打印日期: 2019年08月02日

**南京大学金陵学院 本科生成绩单**  
Undergraduate Academic Transcript of Nanjing University Jinling College

No. [REDACTED] Name [REDACTED] ID Card No. [REDACTED] Gender: Female Date of Birth: [REDACTED]  
Year of Enrollment: Sept. 2015, College: Business School Major: Accounting Length of Schooling: 4

Course	Credit	Grade	Remark	Course	Credit	Grade	Remark
College English I	4.0	88.0		Professional English I	2.0	87.0	
Physical Education I	1.0	95.0		Advanced Financial Accounting	3.0	80.0	
Introduction of Modern and Contemporary Chinese History	2.0	98.0		Auditing	3.0	80.0	
Calculus I (The Foundation of Liberal Arts)	5.0	98.0		Investment Project Evaluation	3.0	80.0	
College Computer Information Technology (First Level)	5.0	90.0		Management Accounting	3.0	80.0	
Guidance on Learning for Freshmen	1.0	98.0		Financial Analysis	3.0	80.0	
Statistics and Policy I	3.0	88.0		Accounting Information Systems	3.0	80.0	
Macroeconomics	3.0	77.0		Public Relation	2.0	80.0	
College English II	4.0	82.0		Chinese and Conducting	2.0	80.0	
Military Theory and Military High-Tech	2.0	78.0		Chinese and Foreign Landscape	2.0	80.0	
History and Social Culture and Fundamentals of Law	3.0	93.0		Professional English II	2.0	80.0	
Physical Education II	1.0	93.0		Investment	3.0	80.0	
Calculus II (Six Functions of Liberal Arts)	5.0	94.0		Advanced Financial Management	3.0	80.0	
Statistics and Policy II	3.0	88.0		Advanced Financial Management	3.0	80.0	
Management	3.0	88.0		Advanced Vocabulary Program for IELTS	2.0	80.0	
Macroeconomics	3.0	80.0		Overall GPA of Year		4.58	
Accounting	3.0	87.0		Overall GPA of Year		4.58	
Financial Management	3.0	80.0		Practice of Accounting	3.0	80.0	
Internship	2.0	96.0		Graduation Thesis	3.0	70.0	
Overall GPA of Year		4.48		Overall GPA of Year		4.58	
College English III	4.0	96.0		Total Credits: 100.00		GPA: 4.55	
Probability and Mathematical Statistics (The Foundation of Liberal Arts)	4.0	90.0		*Please Note the scores marked * denote Supplementary Examination, and # denote Course Result			
Physical Education III	1.0	80.0		Remarks: (a) Failed Grade: (b) Course Result: (c) Supplementary Examination			
Basic Principles of Marxism	2.0	90.0					
Intermediate Financial Management	3.0	80.0					
Financial Accounting	3.0	80.0					
Fiscal Science	3.0	87.0					
Economic Law	3.0	80.0					
Statistics	3.0	78.0					
Design Management and Business Strategy	2.0	80.0					
College English IV	4.0	90.0					
Physical Education IV	1.0	90.0					
Intro to Using Thinking Theory and Analytical Theory with Chinese Characteristics	2.0	90.0					
Linear Algebra	4.0	80.0					
Cost Accounting	3.0	80.0					
International Settlements	3.0	75.0					
Law System of the People's Republic of China	2.0	88.0					
Financial Accounting II	3.0	80.0					
Urban Geography	2.0	80.0					
Social Psychology	2.0	80.0					
Overall GPA of Year							

第 1 页 共 1 页  
打印日期: 2019年08月02日





## Translation Requirements (outside the UK)

If a document is not in English the document must be accompanied by a full translation that can be independently verified by UKVI.

The translation **MUST** contain:

- Confirmation that the translation is an accurate translation of the original document
- The date of the translation.
- The full name and signature of the translator or of an authorised official of the translation company.
- The contact details of the translator or translation company.
- The translation must be verifiable by the Home Office.

Graduation Certificate; Donghua University

This is to certify that John Smith , male , student id : 12345678, DOB : 05/05/1993 studied the undergraduate course in the specialty of Industrial Design at Donghua University, from September 2013 to June 2016 , 4 years Bachelor's Degree , fulfilled all the requirements prescribed for Bachelor , was hereby granted this certificate of graduation

Signature of the President

Seal of the University

Donghua University

Serial number: 0000000023456798

Certificate number: 103452365478961

21/06/2016

I confirm this is an accurate translation of the original document

Date of translation : 01/07/2016

Full name of translator / authorised signatory of the translation company: Miss. Vanessa Gregory

Signature of translator/authorised signatory of the translation company :

Contact details of the translator/translation company : 86-21-59876893

Translation company's credentials : Premium Education Consultancy Ltd, registered in England and Wales 07029995

Address : 38 Victoria Avenue Birmingham

B15 2TT

Email : [info@premiumeducation.co.uk](mailto:info@premiumeducation.co.uk) Contact details : +44 121 865 0946



Translation Company's credentials and contact details

Confirmation that this is an accurate translation of the original document

Date of translation

Full name and signature of the translator, or an authorised official of the translation company



# Academic Technology Approval Scheme (ATAS)

- Certain qualifications (such as engineering or physical science courses) require ATAS clearance
- Any requirement for ATAS will be specified in the Offer Letter for your main programme of study
- You are able to apply for ATAS up to 6 months before your visa extension application
- Applications should be submitted online to the Foreign and Commonwealth (FCO) Office (<https://www.academic-technology-approval.service.gov.uk/>)
- The application should take no longer than 30 minutes to complete and you will not need to provide any original documents
- Once approved, your certificate will be emailed to you. If you do not receive a response within 20 working days, you can contact the FCO at [atas@fco.gov.uk](mailto:atas@fco.gov.uk)



## ATAS CERTIFICATE

Full name: Miss Shelly Chen

Date of Birth: 11/02/1990

Nationality: Chinese

ATAS Reference Number: CPD123/2007

University ID Number: 1110000

You applied for an ATAS clearance on 01/11/2012 to study PhD Process, Environmental and Material Engineering (JACS H890) at the University of Birmingham.

You stated that your thesis, or area of research, or title of your taught Masters Course would be:

Spectroscopic Topography for Particle Characterization: The Proposed research is to develop methods to generate a specific waveform for an electrical alternative field excitation, to demodulate the measurement and process these signal for the purpose of particle characterization. A new broadband synthetic signal generator and a synchronized demodulator will be designed in the study as an additional part of the current Fast Impedance System. The research on image reconstruction algorithm to solve the complex inverse problem will be engaged. A sophisticated study to separate the boundary responses which are contributed from both the attenuation of the excitation field (conductivity) and the vibration of particles and ions (charges), to extract not only the particle concentration but also the characteristics, will be deployed. The proposed study is one of investigations in Particle characterization Group. The researcher will be able to work closely with other researchers in Physics, Physical- Chemistry, Biochemistry, Ultrasound engineering and Colloids Science. The overall objective of the research is to develop a new imaging instrumentation for particle characterization for both research and instrumentation.

We are pleased to inform you that your ATAS application was successful.

You should now apply to your nearest visa issuing post for a Visa/Entry Clearance/ to undertake these studies, or, if you need to extend your existing stay in the United Kingdom you should apply to the Border and Immigration Agency.

Please remember to print off and present this certificate, along with your University Offer letter to the Entry Clearance Officer. You will also need to present all of the supporting documentation needed for a student Visa/ Entry Clearance/ Extension of stay application. A full list of requirements for a student visa/ entry clearance can be found at [www.ukvisas.gov.uk](http://www.ukvisas.gov.uk), or, for an extension of stay, at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

This ATAS certificate is only valid for the University/ Higher Educational Institution **and** course stated above. If you wish to study at another University/ Higher Education Institution **and/** or do a different course/ area of research you will need to apply for another ATAS Certificate. You can do this via the ATAS website [www.fco.gov.uk/atas](http://www.fco.gov.uk/atas).

The ATAS team

Foreign & Commonwealth Officer  
6 February 2013



# Letter of Parental Consent

(For students under 18 years old)

TO WHOM IT MAY CONCERN

I, (parent's name), and I, (parent's name), confirm that:

- We are the (parents / adopted parents / legal guardians) of (student's name);
- We give our consent to (your name) to apply for (his / her) immigration permission or student visa in the UK;
- We agree with the living arrangements that have been made for (student's name) in Birmingham;
- We consent to (student's name) living independently in the UK and to travel independently

We confirm that we share legal custody for (student's name).

Please contact us if any additional information is required.

Yours faithfully

(Signature)

Date)

(name)

(address)

(telephone)

(email)

(Signature)

(Date)

(name)

(address)

(telephone)

(email)



# TB Certificate

You are able to check online whether you will require a TB Certificate: <https://www.gov.uk/tb-test-visa>

**UK Pre-Departure Tuberculosis Detection Programme Medical Certificate**

Home Office  
**UK Border Agency**

Certificate No: [Redacted]  
SP ID No: [Redacted]  
City/Town: [Redacted]

Issue Date: 07 OCT 2019  
Expiry Date: 07 APR 2020  
Country: KOREA, SOUTH

Given name(s) (as shown in passport): [Redacted]  
Family name (as shown in passport): [Redacted]  
Gender:  Male  Female  
Date of Birth: (DD/MM/YYYY) [Redacted]  
Nationality: Republic of Korea  
Passport No: [Redacted]  
Number of accompanying children under 11 years of age: [Redacted]  
Full residential address: [Redacted]  
Address in the UK: [Redacted]

Sputum Test:  Not Done  Negative  
Chest X-Ray:  Not Done  Normal  Abnormal  
No evidence of active pulmonary TB

Family contact with tuberculosis  
 Pregnant  
 Under 11 years of age undergone health assessment  
 Chest X-Ray & interaction with applicant  
 Referral letter given to applicant

**IMPORTANT:** You must carry this certificate with you, in your hand luggage, when you travel to the UK and present it to the Immigration Officer on arrival. Failure to do so will result in a delay to your journey as you may be required to undergo the tests again. Upon arrival in the UK you should register with a General Practitioner (GP) and supply a copy of this certificate for their records. If your chest X-ray shows abnormality requiring follow-up, we will also give a copy of the chest x-ray and x-ray interpretation and this should also be supplied.

SP Health Professional Name: [Redacted]  
SP Health Professional Signature: [Redacted]  
Date: 08 OCT 2019  
Gangnam Severance Hospital

Applicant's Signature: [Redacted]  
Date: 07 OCT 2019  
Visa Category: Tier 4 Student Visa

The information contained within this document provides information in connection with your application for a United Kingdom visa (DVI) and does not constitute a diagnosis or insurance of health for any other purpose. The issue of the certificate does not mean that your application for a visa will be successful.



# Immigration Health Surcharge (IHS)

- This is a fee you are required to pay to use the National Health Service (NHS) facilities during your time in the UK.
- The IHS is an integrated part of your Student Route visa application.
- The IHS cost is £300 per year or £150 if you will be staying less than 6 months.
- The amount you pay is calculated by the length of leave you are granted by the Home Office, not the length of your course



# Low Risk Nationals

- If you are a national from a low risk country and you are applying for your visa, you do not have to provide certain documents with your application such as your academic qualifications or bank statements.
- You have keep these documents to hand in case the UKVI request to see them at any time during the visa application process.

Argentina  
Australia  
Bahrain  
Barbados  
Brunei  
Cambodia  
Canada

Chile  
China  
China  
The Dominican Republic  
Indonesia  
Japan  
Kuwait

Malaysia  
The Maldives  
Mexico  
New Zealand  
Qatar  
Serbia  
Singapore

South Korea  
Thailand  
Trinidad and Tobago  
United Arab Emirates  
United States of America

- The UK Home Office may however ask for evidence of qualifications and sufficient funds **at any time**.



# Alternative Collection Location (ACL Code)

- When making your Student Route visa application online, please remember to enter the University of Birmingham's **ACL code** into the Alternative Location field.
- The University of Birmingham's **ACL code is 2HE322.**
- We strongly encourage you to use this code, so that you do not have to wait in long queues at the post office. You can also use this ACL code **2HE322** if you wish to have your dependents BRPs delivered to the University of Birmingham.
- If you have selected to have your BRP (and your dependents BRPs if applicable) delivered to the University of Birmingham. You will be issued with an appointment to collect your BRP. You will need to bring the following documents to your designated appointment:
  - UKVI decision letter vignette page
  - Passport bio page and visa



# Visa Application Fee

The current fee for submitting a Student Route visa application is £348, paid as an equivalent in your local or alternative currency.

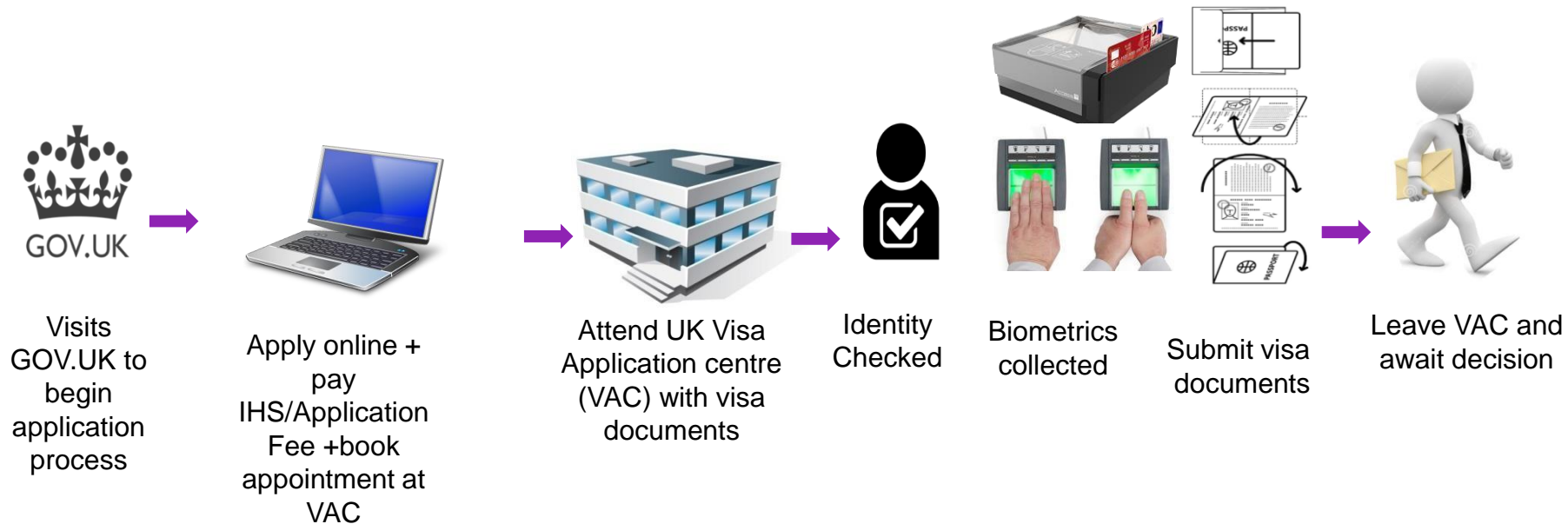
Some Visa Application Centres (VACs) charge an additional 'User pays fee' of £55 and this is to allow smaller VACs to remain open. If you do not wish to pay this additional fee then you should attend a different VAC, if possible.

Some VACs also offer a whole host of other services for an additional cost. For example, in some countries it is possible to pay an additional 'priority fee' of £212 or in some cases an additional 'super priority fee' of £956 to have your application processed more quickly.





# Tier 4 (General) Visa Application Process



Credibility interview (at the discretion of the UKVI)

**\*\*\*Application Timings-** Make Student Route visa application up to three months before the start date of your course.



# Credibility Interviews

- The UKVI may send you a request via email to attend an interview as part of the application process.
- If you do not attend the interview without providing a reasonable explanation the application is likely to be refused.

## **What do the credibility interviews cover?**

- Asked questions about your immigration history, the studies you are planning to undertake in the UK, background, why you chose the University of Birmingham and your course, how you intend to fund your studies in the UK and also how this fits into your career aspirations.



# Visa Granted

You will be notified if your application has been accepted or refused by email or post to your home address.

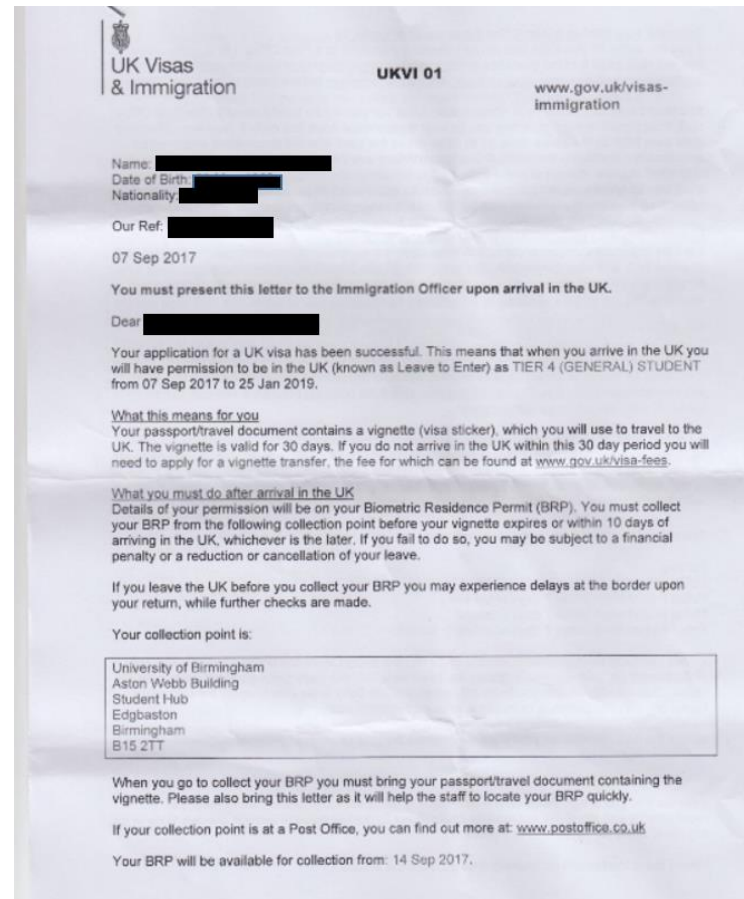
## My visa has been granted

It is only at this point that you should make your travel plans to the UK.

## Student Route Visa

Students who have applied for a Student Route visa will receive:

- A decision letter from UK Visa & Immigration (UKVI), which will confirm your visa has been granted, the start and end date of the visa and details about how to collect your [Biometric Residence Permit \(BRP\)](#). Please keep this letter with your passport as you will need it.
- A vignette (a yellow visa sticker) will be in your passport and it is valid for 30 or 90 days during which time you must travel to the UK and on arrival you must collect your BRP card which will show you have valid leave for the full period you were granted – it is very important that you do this quickly as the BRP contains your full visa permissions for your stay in the UK.



# What happens if my visa application is refused?

If your visa has been refused, you **MUST** tell us as quickly as possible by sending us a scanned copy of all the pages of your Refusal Notice together with scanned copies of all of the supporting documentation submitted with your application to: [visarefusals@contacts.bham.ac.uk](mailto:visarefusals@contacts.bham.ac.uk). Once we receive this information we will advise you further.

**Important Information:** If your visa is refused, you will require a new CAS before you can make a fresh visa application. You must not use your previous CAS number to make a new visa application. If you do, your visa application will be refused.



# What happened if I am unable to travel to the UK within the Vignette validity period?

- The COVID-19 pandemic has caused many difficulties for those who are currently overseas and have already been issued with a entry clearance vignette, but who are currently restricted from travelling to the UK due to worldwide border, travel and public health restrictions.
- The [UK Government have confirmed](#) that if your vignette to travel to the UK for work, study or join a family member has expired or is about to expire, you can request a replacement vignette with revised validity dates.
- Further details can be found at the [Gov.UK Covid-19 advice](#) page.



# How to make a successful application

- ✓ Start preparing as soon as possible e.g. by requesting necessary documents from your home country now.
- ✓ If you think that a document may not meet the necessary requirements, get a new one rather than risking it.
- ✓ When completing your online application read each question carefully.
- ✓ Photocopy all documents for your own records.



# What happens next?

- Upload copies of all required documents via the link sent to you in your personalised email from the IST.
- The IST will check all of the documents you have provided and advise accordingly.
- Please check your University email inbox regularly for information from IST.
- Once all of your documents have been approved and you have completed your Pre-Sessional English course, you will be able to submit your visa application.



- Due to the current restricted campus operations as a result of Covid-19, our staff are working remotely and we will therefore be reviewing visa documentation in batches.
- We will initially be reviewing documentation provided by students who will be progressing onto an undergraduate programme.
- Please be patient with us during this challenging time as we work to ensure the highest level of service possible to all of our international students.
- We will update you once we are in a position to review the next batch of documentation.





# Contact International Student Team (IST)

- If you have any problems uploading documentation using the link provided, please contact the IST at

[ISTPresessional@contacts.bham.ac.uk](mailto:ISTPresessional@contacts.bham.ac.uk)

The above email address can also be used for any type of immigration query/questions you have.

