

Other Home Office applications

Do you currently have an application with the Home Office for leave to remain for which you have not yet received a decision?

If you have submitted any other applications to the Home Office which have not yet been decided then submitting this application varies those previous applications. This means that only this application, which you are now completing, will now be considered.

Yes No

Save and continue

You can only apply for one visa application at a time. If you have another application with the Home Office, this application will 'vary' it. If this is your situation, contact us for advice

Register an email

Enter an email address and password so you can save your answers. You will then be emailed a unique link to let you log back in to your application at a later point, if needed.

Throughout your application, you can select the option to 'Return to this application later' in order to re-send the link to your latest saved application.

Emails sent to this address may contain personal sensitive information. We will send a verification email to this email address. This email address must be verified by clicking the link in the verification email before the application can be submitted

Email address

Create a password

Your password must be 8 characters or longer and include a letter and a number or symbol.

Repeat your password

Save and continue

You will need to enter your email address and create a password of at least 8 characters which needs to include a letter or number. Please make sure you note down your password and keep it safe.

A verification email has been sent

We have sent a verification email to:

t.todman@leeds.ac.uk

This email address must be verified by clicking the link in the email before the application can be submitted.

[Change email address](#)

[Resend verification email](#)

You will need to check your email and click on a link to verify your application

Save and continue

Immigration adviser

Do you have an immigration adviser based in the UK?

Immigration advisers can advise you on matters relating to immigration and citizenship. For more information, click [here](#).

Yes No

Most students will not have an immigration adviser and can answer No, even if you receive advice from an International adviser at the University of Leeds

Save and continue

Check your answers

Check the information below before you continue to the next section.

Personal information

Are you currently in the UK?	Yes	Change
Do you currently have an application with the Home Office for leave to remain for which you have not yet received a decision?	No	Change
Email address	t.todman@leeds.ac.uk	Change
Who does this email belong to?	The applicant	Change

t.todman@leeds.ac.uk

Check your answers and continue

Immigration adviser

Do you have an immigration adviser based in the UK? No [Change](#)

Continue

Applicant(s)

Once the questions for the main applicant have been completed, you will be able to add additional applicants to this application, such as a family member or dependant

Student
The applicant
Not started

Click on 'answer questions about the applicant' to begin the application

Answer questions about this applicant

[Return to this application later](#)

Your name

Enter your name, as shown in your current passport or travel document. Use the English spelling of your name where provided.

Your given name is usually your first name. If you have middle names, include these with your given name. If your name has a suffix (e.g. Jr), include this with your given name. If you have a patronymic name include it with your given names. You must tell us all your given names.

[I do not have a current passport or travel document](#)

Title

Given name(s)

Your given name is usually your first name.

Family name

Your family name is the surname shared by your family.

[I do not have both a given name and a family name](#)

Enter your name as shown in your passport. If your CAS does not reflect the same information as on your passport, you must get it updated.

Save and continue

Any other names

In addition to the names already provided, are you now or have you ever been known by another name?

You must provide all your names. For example, if you changed your name after marriage or have a different name that you use for professional purposes.

Yes No

Save and continue

If you are known or have been known by another name, answer yes here and provide details.

Tanya Todman's contact email

Can we use this email address to contact you?

t.todman@leeds.ac.uk

If possible, we will use this email as your correspondence address. We will use this to contact you about your application and may use it to contact you about your immigration status after your application has been decided. If your application is successful, we may issue a [biometric residence permit \(BRP\)](#) to you. We will use this email address to make the arrangements to deliver the BRP to you. Emails may go to your spam, junk or trash folders.

You must notify us immediately if your email changes. [Find out how to change your details here.](#)

Yes No

You will be asked again to confirm your email address

Save and continue

Tanya Todman's telephone number

Provide your telephone number

Only include numbers, and for international numbers include the country code. We may contact you by telephone if we have any further questions about your application, or about your immigration status after your application has been decided. This may be a home, work or mobile number.

You must notify us immediately if the contact telephone number you provide as part of this application changes. [Find out how to change your details here.](#)

07905123456

I cannot be contacted by telephone

Where do you use this telephone number?

You can select more than one option

For use whilst in the UK

For use whilst out of the UK

You are now asked for your telephone number and whether this is for use inside or outside the UK. The phone number can be a UK number or a number from another country. UKVI may contact you by phone so please ensure the number you give is correct.

Save and continue

Tanya Todman's postal address

Provide your postal address

We may use this address to send sensitive personal information and important documents such as your [biometric residence permit](#). If we can't contact you by email, we will use this postal address. We may use this address for correspondence about your application and may use you to contact you about your immigration status after your application has been decided.

You must notify us immediately if your postal address changes. [Find out how to update your details here](#)

Enter a UK postcode

[Enter address manually](#)

Is this where you live?

Yes

No

Provide a correspondence address in the UK for you and confirm if the address is also where you live.

It is very important that you write your full UK address, including any flat or apartment numbers.

Your BRP is sent to this address so it must be correct.

Your gender and relationship status

What is your gender, as shown in your passport or travel document?

Male

Female

Unspecified

What is your relationship status?



[I am unsure of my current relationship status](#)

Your nationality, country and date of birth

Country of nationality

If you have previous or additional nationalities, you will be able to add these later in the application.

Country of birth

Place of birth

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

Date of birth

For example, 31 3 2020

Day Month Year

Save and continue

Enter your country of nationality. If you hold more than one nationality you will be asked later on in the form for this information.

You are then asked for your country and place of birth (e.g. city or province) and your date of birth (in DD/MM/YY format).

Your passport (China)

Do you have a valid passport?

Use your passport to complete this section. If you cannot supply your current and valid passport as part of your application, select No.

Yes No

Passport number

W123456

Issuing authority

On your passport this could also be referred to as 'country of issue' or 'place of issue'.

BEIJING

Issue date

For example, 31 3 2020

Day Month Year

01 01 2015

Expiry date

For example, 31 3 2020

Day Month Year

01 01 2025

Confirm you can provide this passport



I can provide this passport if required

You must enter your current passport details. If you don't have a valid passport at the time that you are applying for a Student Visa, contact us for advice.

Your identity card (China)

Do you have a valid national identity card?

This includes identity cards, issued from non-UK governments. This does not include driving licences. If you have an internal passport, provide the details here.

Yes No

Save and continue

A National Identity Card is issued by your Government. Not all countries issue these but if you do have one, select Yes and enter the details here.

Your other nationalities

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

You must provide all the nationalities that you currently hold or have ever held.

Yes No

Save and continue

If you hold or previously held any other nationalities answer yes, and you will then be directed to a screen to add further information.

Your current UK immigration status

Do you currently have a visa or leave to remain?

Yes No

What type of visa or leave to remain do you have?

Tier 4 (General) leave to remain

[I have a different visa or leave to remain](#)

Name of your visa or leave to remain:

Save and continue

Cancel

Choose from the drop down box what type of visa you have. If your visa is not on the drop down list, click on link below and add information.

Your current visa or leave to remain

What is the start date of your current visa or leave to remain?

Enter date in the format DD MM YYYY

Day Month Year

What is the end date of your current visa or leave to remain?

Day Month Year

Save and continue

Put the start and end dates of your current or most recent visa/BRP in the UK here.

Revocation, cancellation or curtailment

Has your visa or leave to remain ever been revoked, cancelled or curtailed?

This means your visa or leave was withdrawn after it had been granted. You would have been informed by the Home Office.

Yes No

Save and continue

Answer yes or no to this question. If you are not sure if you have ever had a visa revoked, cancelled or curtailed, contact us for advice.

Police registration

During your current or last grant of leave in the UK, were you required to register with the police?

Certain nationalities are required to register with the police as a condition of their leave. If this condition applied to you, you will have been instructed to register with your local police station when you were granted your last period of leave in the UK. The requirement to register with the police may also feature on your visa or your Biometric Residence Permit, if you are required to have one.

Yes No

Save and continue

If you have lived in the UK for more than 6 months and from a certain country you will need to register with the police, if so, then you should enter Yes. If not, then enter No.

Time in the UK

How long have you lived in the UK?

Year(s) Month(s)

Save and continue

Answer here how long you have been living in the UK in years and months, rounded up to the nearest month.

Provide details of both your parents. If you do not know the details of one or both of your parents, click on the link for more information

About your first parent

You must give details about both parents if you know them. If you only have some of your parents' details, you should fill in as much as you can.

[What if I do not have my parents' details?](#)

What is this person's relationship to you?

- Mother
- Father
- Stepmother
- Stepfather

Title

Given names

Family name

If they do not have both a given and family name, enter their name(s) in the Given names field.

Date of birth

Enter date in the format DD MM YYYY

Day Month Year

Country of Nationality

Have they always had the same nationality?

- Yes
- No
- Don't know

Save and continue

Your National Insurance number

What is your current National Insurance number?

Example QQ 12 34 56 C

I do not have a National Insurance number

If you have a UK National Insurance number (if you have worked you should have one), provide the number here.

Save and continue

Biometric residence permit (BRP)

Do you have a biometric residence permit?

Read guidance about [what a BRP is](#) and [see examples](#) of what they look like and where to find the BRP number.

Yes, I have a biometric residence permit

Enter your permit number

If you have a Biometric Residence Permit you should answer Yes and provide the number, the number is on the top right corner of the card.

If your course was for less than 6 months you will not receive a BRP so you should select No.

No, I had a biometric residence permit for my most recent leave, but I do not have it now

No, I did not have a biometric residence permit for my most recent leave

Save and continue

Cancel

Driving licence

Do you have a UK driving licence?

Yes No

If you have a UK issued driving licence, answer yes here

Save and continue

World travel history

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

Do not include visits to the UK, USA, Canada, Australia, New Zealand, Switzerland or the European Economic Area.

[Which countries are part of the European Economic Area \(EEA\)?](#)

Yes No

Save and continue

You will be asked if you have been to any other countries in the past 10 years (but not the UK, USA, Canada, Australia, New Zealand, Switzerland or the European Economic Area).

If you have travelled then select Yes and provide the name of the country you visited most recently and the reason and date of the visit.

You should continue to add any visits to other countries (apart from the exceptions) in the last 10 years.

Previous evidence of English language ability

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

You must have provided evidence that you either:

- scored level B1, B2, C1 or C2 on an approved English language test which assessed your reading, writing, speaking and listening skills
- have a degree which was taught in English
- have an English GCSE, A level or Scottish National 4 or 5, Higher, or Advanced Higher qualification

Yes No

Save and continue

If you have previously been granted a Tier 4/Student visa and have proven your ability to meet the requirements listed, choose yes.

Immigration history

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

- Refused a visa
- Refused entry at the border
- Refused permission to stay or remain
- Refused asylum
- Deported
- Removed
- Required to leave
- Excluded or banned from entry

Yes No

Save and continue

You must declare if you have had any immigration issues for the UK or any other country in the world. This may not affect your visa application for the UK, but it will depend on the issue. You must be honest with your answers as UKVI can check this. Dishonesty can lead to a 10 year ban on entry to the UK.

If you do not declare it then your application could be refused. Dishonesty can lead to a 10 year ban on entry to the UK.

If you have answered 'yes' to the previous question about immigration problems, you will be directed to a new set of questions about the type of immigration problem and for you to add details of what happened.

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

Yes No

Save and continue

Answer the question about any breach of UK immigration law yes or no. If yes, you will be asked to provide details of the breach of immigration law.

If you answer yes to this question you need to select how and give information about the breach including what, when and any explanation and mitigation that you have for what happened

Medical treatment in the UK

Have you ever been given medical treatment in the UK?

For example, if you visited a doctor, clinic or hospital, this counts as having medical treatment

Yes No

Save and continue

Answer yes or no, if you have ever received medical treatment in the UK.

If you answer yes to receiving medical treatment in the UK, you should provide further information here

Public funds

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

This includes benefits for people on low incomes, such as housing or child benefits.

Yes No

Save and continue

Answer the question yes or no if you have ever received public funds in the UK. Visas generally have a no recourse to public funds condition.

Convictions and other penalties

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

Only select one answer at a time. If you need to give more than one answer, you can do so on another page.

- 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 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

If you have ever received a criminal conviction or any of the other penalties listed here, you should select as appropriate and provide details. If not, select "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.

Save and continue

Cancel

War crimes

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

[War crimes](#)

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

Yes No

I have read all of the information about war crimes, including the guidance

Answer these questions yes or no. If you answer yes to any, you will be required to provide details

Save and continue

Terrorist activities, organisations and views

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

[Terrorist activities](#)

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

Yes No

[Terrorist organisations](#)

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

Yes No

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?

Yes No

I have read all of the information about terrorist activities, organisations and views, including the guidance

Answer these questions yes or no. If you answer yes to any, you will be required to provide details

Save and continue

Extremist organisations and views

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

[Extremist organisations](#)

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

Yes No

Answer these questions yes or no. If you answer yes to any, you will be required to provide details

[Extremist views](#)

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

Yes No

I have read all of the information about extremist organisations and views, including the guidance

Save and continue

Person of good character

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?

Yes No

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

Yes No

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

Yes No

Answer these questions yes or no. If you answer yes to any, you will be required to provide details

Save and continue

Your employment history

Have you ever worked for any of the following types of organisation?

Include information for any paid or unpaid work. Select all that apply.

- Armed Forces (career)
- Armed Forces (compulsory national or military service)
- Government (including Public or Civil Administration and non-military compulsory national service)
- Intelligence services
- Security organisations (including police and private security services)
- Media organisations
- Judiciary (including work as a judge or magistrate)
- I have not worked in any of the jobs listed above

If you have ever worked in any of the organisations listed, you should select all that apply and answer any follow up questions.

Save and continue

Sponsor licence number and address

This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.

What is your sponsor licence number?

Sponsor's address

Town/City

Postcode

Save and continue

The Sponsor Licence Number is stated here and on your CAS. The Sponsor's address is the University of Leeds address.

Place of Study

What type of sponsor will you be studying with?

The [Register of Student sponsors](#) sets out what type of sponsor each institution on the register is. A Higher Education Provider with a track record of compliance will have the status 'General Student Sponsor – Track Record'.

- Independent School
- Higher Education Provider
- Higher Education Provider with a track record of compliance
- Overseas Higher Education Provider
- Publicly Funded College
- Private Provider

University of Leeds is a Higher Education Provider with a track record of compliance. Select this option.

[What is the difference between a school and a higher education institution?](#)

Save and continue

Primary site of study

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

University of Leeds
Woodhouse Lane
Leeds
LS2 9JT

You should select Yes to this question, unless you are not studying on the University of Leeds campus.

Yes No

Save and continue

UCAS details

Did you apply for your course through UCAS?

Yes No

[What is UCAS?](#)

If you are studying an undergraduate (Bachelors) degree, you will have applied through UCAS so you should select 'Yes' and provide your UCAS identification number.

For most other courses you can select no

Save and continue

Academic Technology Approval Scheme (ATAS)

Students of certain sensitive subjects, knowledge of which could be used in programmes to develop weapons of mass destruction or their means of delivery, will need to apply for an ATAS certificate before they can study in the UK. You can [find out if you need an ATAS certificate here](#).

Do you need to obtain permission from the ATAS?

Yes No

Save and continue

ATAS is only required for postgraduate study in certain subject areas e.g. mathematics, engineering, technology or medicine.

If you require ATAS, it will be shown on your CAS and in your offer letter.

If you require an ATAS clearance certificate, you should answer yes and provide the reference number.

Current or past official financial sponsor

Are you currently receiving money from an official financial sponsor - or have you received money from an official financial sponsor in the past 12 months?

Yes No

[What is an official financial sponsor?](#)

Save and continue

If you will receive Official Financial Sponsorship to pay your fees and living costs, answer the questions yes and select the evidence you are providing.

The University of Leeds will not add any scholarship details to your CAS.

Future official financial sponsor

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

Yes No

[What is an official financial sponsor?](#)

Save and continue

Course information

Name of sponsor institution (school/college/university)

University of Leeds

Course name

International Business

Qualification you will get

This is the level of the qualification you will receive at the end of your course.

If you are unsure about the level of your qualification, [find out what qualification levels mean here](#) or ask your sponsor institution.

RQF7/SCQF11

Are you going to be a student union sabbatical officer?

[What is a student union sabbatical officer?](#)

Yes No

Save and continue

The course name and qualification should be entered as on your CAS. The qualification you will get will also be confirmed on your CAS. It may be shown as NQF instead of RQF, however it is the same. For example NQF 7 is the same as RQF 7 on the application form.

Course dates

Course start date

Provide the start date of your main course of study, but do not include any other courses you may be taking before.

Enter date in the format DD MM YYYY

Day Month Year

27	09	2021
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You should enter your course start and end dates as shown on your CAS.

Course end date

Day Month Year

30	09	2022
----	----	------

Save and continue

Doctorate Extension Scheme

Are you applying for the Doctorate Extension Scheme?

The Doctorate Extension Scheme is for students who have almost finished their PhD or other eligible doctorate degree. It allows them to stay in the UK for 12 months after their course has ended in order to gain further experience in their chosen field, seek skilled work or develop plans to set up as an entrepreneur

Yes No

Save and continue

You should select "no" for this question even if you are a doctorate student extending your visa. The Doctorate Extension Scheme is a specific visa for doctorate students about to complete their studies.

Accommodation payments

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 organisation. There is a limit on how much of this will count towards your maintenance requirement, and this is set out in the guidance [here](#)

Yes No

Save and continue

If you are living in private accommodation you should enter No.

If you are living University of Leeds accommodation you should enter Yes and provide details of the amount you have paid up to a maximum of £1334.

Course fees

What are your course fees for your first year?

If your course is shorter than 12 months, state the total course fee. This information is on your Confirmation of Acceptance for Studies (CAS) statement. Alternatively, you can contact your sponsor for this information.

£

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

Please select No if your course does not have a fee.

Yes No

How much has been paid?

£

How can you prove this amount has been paid?

My sponsor has confirmed this information on my CAS
 Receipts

Save and continue

Check your CAS, the amount of course fees you enter should match the course fee on your CAS. This is the total amount of fees for the first or current year of your course. If the fees have not been updated on your CAS you can just submit a receipt with your visa application.

If you have not yet paid any tuition fees enter No.

Student Loan

You must show that you have enough money to cover your course fees, and living costs for you and any dependants [Read the guidance](#) to find out how much money you need to show and what documents you can use as evidence.

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

Yes No

Save and continue

If are using an educational loan as evidence, you should answer 'Yes' to this question. You will then be asked to confirm whether you have already received your loan. You can only use a loan letter for your Student visa application, if your loan is an educational loan and in your name.

Maintenance funds

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.

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

Yes No

Save and continue

Answer Yes if you are using a bank account in your name to cover all of the financial evidence, or you are receiving a scholarship which covers your maintenance. If you are using your parent(s)/legal guardian(s) bank account to cover some of all of the funds, please select No and answer the following questions.

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.

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

Yes No

Are you relying on money held in an account under your parent(s) or legal guardian(s) name?

Yes No

Do you have permission from your parent(s) or legal guardian(s) to use this money?

Yes No

How can you prove they are your parent(s) or legal guardian(s)?

- Birth certificate
- Adoption certificate
- Court document

Save and continue

Your Confirmation of Acceptance for Studies

Do you have a Confirmation of Acceptance for Studies (CAS) number?

Yes No

Confirmation of Acceptance for Studies reference number

E4G9NE2H50V0Z7

Enter the CAS number exactly. You will need your CAS in order to progress to the final stages of the application form.

Save and continue

You can now check and edit your answers. Additionally, if you want to add any dependants (if you meet the requirements for dependants), you can do at this stage.

Student

Mrs Tanya Todman

28 February 2000

Completed

Check your answers

Check the information below before you continue to the next section.

Personal information

Title	Mrs	Change
Given name(s)	Tanya	
Family name	Todman	
Add another name		Add
Can we use this email address to contact you?	Yes	Change
t.todman@leeds.ac.uk		
Provide your telephone number	07905123456	Change
Where do you use this telephone number?	For use whilst in the UK	
Provide your postal address	Lisa Webb, SSC, Level 9 Ziff University of Leeds Woodhouse Lane Leeds LS2 9JT (manually entered)	Change

Additional applicant

To add another applicant, select their relationship to you.

I would like to add a:

Add this applicant

Continue