

# Tier 4 Visa Requirements For International Students

## GUIDANCE DOCUMENT



The below information is correct as of November 2019, but may be subject to change by UK Visas and Immigration.

## Maintenance (Living Expenses)

- The maintenance amount is currently set at £9135. This means that you must be able to demonstrate that you hold this amount in your account for a consecutive 28 days in order to qualify for a Tier 4 visa. When you apply for your visa, your bank statements or pass books showing the 28 days must be no more than 31 days old.

Joint accounts can be used as long as you are named on the account.

If you are submitting your parents' bank statements as proof of maintenance then you must also include your birth certificate and a letter from your parent(s) confirming their relationship to you and that they consent to their money being used for the purposes of your study in the UK.

### Bank statements must contain the following:

- Your full name or parent's full name
- Account Number
- Bank's name and logo
- Bank's stamp on each page of statement

### Pass books must contain the following:

- Your full name or parent's full name
- Account Number
- Bank's name and logo
- Original pass book must be submitted

Check the following document to ensure

that the bank that you are using will be accepted for proof of maintenance by UKVI: [www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-p-lists-of-financial-institutions](http://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-p-lists-of-financial-institutions)

## Educational Loans

If you are using an educational loan as proof of your maintenance funds, your loan letter must include the following information:

- Your name
- Date of the letter (must be no more than 6 months before the date of your visa application)
- Financial institution's name and logo
- Confirm the money available as a loan
- Confirm that the money available is provided as part of an academic or education loans scheme
- The letter must be submitted as original copy.

### Please note the following:

- There must be no conditions of the funds being released to you (other than your visa application being successful)
- The loan funds must be available to you before you travel to the UK (unless you are in receipt of a student/academic loan from your national government and this will be released to you on arrival in the UK)
- You cannot use loans issued to your parents as evidence of money held by you
- The financial institution must be regulated either by the Financial Conduct Authority, the Prudential Regulatory Authority or by the home regulator for the purpose of student loans.

## Financially Sponsored Students

If you will be financially sponsored by a company for your studies, you do not need to submit bank statements. The Sponsoring Company will provide a letter confirming your sponsorship to be submitted with your application.

## College Halls of Residence

For students staying at the College Halls of Residence, if you pay up to £1265 as your accommodation deposit, this will be deducted from the amount of maintenance that you need to demonstrate for visa purposes ie. If you pay £1265 to the College for accommodation before your CAS is issued, then you will only need to show £7870 in your bank account/pass book.

## Course Fees

- You must pay the course fee in full before your CAS will be issued
- When sending payment any charges should be selected as “OUR” as opposed to “SHA”
- You may wish to use our bank transfer platform powered by ‘Western Union Business Solutions’. You can find further information here: [www.cityofglasgowcollege.ac.uk/studying-city/international-students/course-prices-and-living-costs](http://www.cityofglasgowcollege.ac.uk/studying-city/international-students/course-prices-and-living-costs)

## Academic Qualifications

- You must provide the original copy of the qualification mentioned in your CAS statement when you apply for your visa
- If your qualification certificate is not in English, a full and original translation must be submitted with your visa application. The translation must mention the date and contain the full name, signature and contact details of the translator.





## English Language

- You should include the original copy of your IELTS for UKVI Academic certificate (if applicable) with your visa application.

## Applying For Your Visa

- You will be required to pay the Immigration Health Surcharge of £300 when applying for your visa, which is a payment to ensure that you have access to the National Health Service once in the UK
- You will also be asked to choose a Post Office to collect your Biometric Residence Permit (BRP). Please choose Glassford Street Post Office, which is a short walk from the College
- Students from some countries will be required to undertake a tuberculosis test. Check if your country is listed here: <https://www.gov.uk/tb-test-visa/countries-where-you-need-a-tb-test-to-enter-the-uk>. If this applies to you, you must book a tuberculosis test (chest x-ray) at a Home Office approved centre and include the certificate with your

visa application. A list of Home Office approved centres for TB testing can be found here: [www.gov.uk/tb-test-visa/overview](https://www.gov.uk/tb-test-visa/overview).

- When you receive your visa vignette, please send a scanned copy of this as soon as possible to: **international@cityofglasgowcollege.ac.uk**. If you notice any errors on your vignette, please notify the College ASAP. Please note that you must travel within the 30 day period specified on your vignette
- If you receive a visa refusal, please send us a scanned copy of your refusal notice as soon as possible
- You can apply to extend your Tier 4 visa in the UK to study at a Higher Education Provider.

## Employment

Tier 4 International Students studying at City of Glasgow College are permitted to work part time during term time (10 Hours per week) and can work full time during vacations.

---

For more information please contact:  
[international@cityofglasgowcollege.ac.uk](mailto:international@cityofglasgowcollege.ac.uk)  
Tel: + 0044 141 375 5274/ 5275

[www.cityofglasgowcollege.ac.uk](http://www.cityofglasgowcollege.ac.uk)