



LONDON CAMPUS STUDENT VISA GUIDE 2022



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1.1 Do I Need a Student Visa?

If you have been accepted to a programme at ESCP London Campus and you have confirmed your place with us, you must check whether you require a visa before you travel to the UK.

- Nationals of all countries may require a visa to study in the UK. You can check whether you require a visa at the [Home Office website](#).
1. Enter your nationality
 2. Question: What is the purpose of coming to the UK? Answer: Study
 3. Question: How long are you planning to study in the UK for? Answer: Longer than six months

NOTE: ANY EU/EEA APPLICANT ENTERING THE UK ON 1 JANUARY 2022 OR LATER THAN WILL BE REQUIRED TO APPLY FOR A STUDENT VISA FOR STUDIES LASTING MORE THAN SIX MONTHS AT DEGREE LEVEL OR IF THEY WISH TO COMPLETE WORK PLACEMENTS IN THE UK.

1.2 What Is a Student Visa?

Student Visas are issued to eligible students who are coming to ESCP London Campus for two consecutive semesters, or undertaking internships following two semesters.

Before you consider making a Student Visa application, we recommend that you look at the [Student Route Policy Guidance](#) and [UK Visas and Immigration \(UKVI\)](#). The Student Visa is part of the points-based system. In order to obtain a Student Visa, you must meet the full requirements of the Immigration Rules and score 70 points in total, as shown in the table below:

Points type	Relevant requirements to be met	Number of points
Student	Confirmation of acceptance for studies Approved qualification Level of study Place of study	50
Financial	Financial requirement	10
English language	English language requirement	10

For your Student Visa application to be successful, you will need to meet certain criteria, e.g. obtaining a valid Confirmation of Acceptance of Studies (CAS) number and applying from your current country of residence.

Links:

[gov.uk/government/publications/points-based-system-student-route](https://www.gov.uk/government/publications/points-based-system-student-route) (Version 1.0)

[gov.uk/student-visa](https://www.gov.uk/student-visa)

[gov.uk/guidance/immigration-rules/appendix-st-student](https://www.gov.uk/guidance/immigration-rules/appendix-st-student)

1.3 Applying for a Student Visa

You will usually apply for a Student Visa online if you wish to apply for two consecutive semesters of study (more than six months in the UK). When you apply for your visa, you will pay for the cost of the application as well as the Immigration Health Surcharge for yourself. A visa application centre will scan your supporting documents and take your biometric information. Once you have submitted your application and supporting documents you may also be asked to attend an interview to check if you comply with the Genuine Student Rule (Credibility Interview Check).

If your application is made overseas, a decision will normally be made within the turnaround times stated on the [UKVI website](https://www.ukvi.gov.uk).

If your application is made within the UK (i.e. extending or switching to a Student Visa), a decision will usually be made within eight weeks.

Depending on where you are when you apply, there may be services (Super Priority and Priority) available to speed up the visa application process. There may be an additional cost to use these services.

Once you are sure that you meet all of the requirements, you should apply for your Student Visa within the correct timeframe to start your course on time.

COST:

Application Fee (outside the UK)

£348

Application Fee (inside the UK)

£475

Immigration Health Surcharge

£470 (for 11 months; other charges will occur for longer stays)



1.4 Documents Required for Visa

For your visa application to be successful, you will need to make sure that you submit the relevant supporting documents or check that you meet the specified criteria. You must start preparing your visa application and gathering the required documents at least three months before you apply. We advise you not to submit and pay for the online application until you have all the required original documents:

1. **Passport:** You will need a current passport that is valid for the full period of your study and a page in your passport that is blank on both sides for your visa.
2. **CAS:** This is the unique reference number that ESCP London Campus will issue for your Student Visa application. You cannot apply for a Student Visa until you have received your CAS. You can use this document only six months before the start date of your course. If you are coming to London and you have not received a CAS, please contact us on visasupportlondon@escp.eu.
3. **Academics/Transcripts:** All original documents and transcripts you used to obtain the unconditional offer from ESCP and the CAS letter. This includes your original school transcripts and completion certificate. The certificates must clearly show your name, the title and date of the award, and the name of the awarding institution. Please note that provisional certificates cannot be submitted.
4. **Living Funds/Maintenance Funds:** Evidence that you have money to pay your course fees and living expenses in London. You must show that you have the full course fees, plus £1,334 (or equivalent in another currency) for each calendar month of the course (nine months) and that the funds have been in the account for a consecutive 28-day period ending no more than 31 days before the date of your application. If your funds are not in GBP, then please be aware that exchange rates fluctuate; after converting to GBP, you may have less money available on your visa application date than originally expected. We strongly advise you to have extra money in your bank account just in case. Please read the Financial Requirements section below carefully.

NOTE: Nationals from the EU, EEA and Switzerland are considered 'low risk' nationals. Students from these countries are not required to submit evidence to show that they meet the financial requirements. A full list of countries which are exempt from providing evidence of financial requirements under 'differential evidence requirement' can be found [here](#).

If you have been in the UK with a valid visa for at least 12 months on the date of application, you do not need to show living/maintenance funds.

5. **English Proficiency Test:** Secure English language test (UKVI IELTS/PTE) to confirm your language competence.
 - An applicant will meet the English language requirement if they have obtained GCSEs or A Levels in the UK.
 - You do not need to provide an English proficiency test score if you are from a majority English-speaking country or have completed a degree-level qualification from one of these countries, see: [gov.uk/student-visa/knowledge-of-english](https://www.gov.uk/student-visa/knowledge-of-english)
 - If you have an International Baccalaureate certificate with a minimum score of 5 in English, you can use this as proof of language proficiency for your CAS.
 - ESCP can test your English level if you do not have suitable proof, please email visasupportlondon@escp.eu for this.
6. **Photos:** Recent passport-sized photographs. See the [government photo guidance](#) for further info.
7. **Medical/TB Certificate:** Nationalities who need to provide a TB Certificate before applying for a visa are listed [here](#).
8. **Accommodation:** Details of accommodation and where you intend to stay in the UK.
9. **Complete the online application form** and relevant appendix via [gov.uk/student-visa/apply](https://www.gov.uk/student-visa/apply)

10. **Pay the fees** for the visa application and Healthcare Surcharge.
11. **Permission to be in the country from which you are applying** (if you are not a national).
12. **Sponsorship Letter**, i.e. the written consent of your parent(s)/legal guardian(s) to travel to the UK if you are under 18. The letter must state the relationship between you and your parent(s) or legal guardian(s), and that your parent(s) or legal guardian(s) has given their consent for your application, your living independently in the UK, and your independent travel to the UK. You must also provide evidence of your relationship with your parent(s) or legal guardian(s), such as an original birth certificate. Example of a letter of consent:

To Whom It May Concern,

I, (name), and I, (name), confirm that: we are the (parents/adopted parents/legal guardians) of (your name). We give our consent to (your name) to apply for (his/her) immigration permission or Student Visa to study in the UK at ESCP London Campus. We agree with the living arrangements that have been made for (your name). We consent to (your name) living independently in the UK and travelling independently. We confirm that we share legal custody for (your name).

Please contact us if any additional information is required.

Yours Faithfully,

(Name, signature(s), contact details).

Remember that this is only an example and you can write the letter the way you wish as long as it states all the required details.

13. All students making a Student Visa application will have to submit their biometric details, such as finger prints and signature. This information can be provided at your visa application centre. Please check this link for more details:
<https://www.gov.uk/biometric-residence-permits>

NOTE: Please contact the Visa Officer (visasupportlondon@escp.eu) with queries on the document requirements and help with the CAS letter.

Please Also Note:

- All documents must be in English. Any documents that you need to submit that are not in English must be accompanied by a full translation that can be independently verified by the Home Office. The translation must provide: confirmation from the translator/translation company that it is an accurate translation of the original document; the date of the translation; the translator/an official of the translation company's full name and signature; and the translator/translation company's contact details.
- All documents must be original. If you do not have an original of one of the documents and can only provide a copy, you must enclose an explanation letter clarifying why you are not able to provide the document and, if necessary, produce another document to support your statement.
- Anything you mention in your visa application should be supported with evidence. For example, if you mention that you studied in Paris last year, you should provide evidence (entry and exit stamps, evidence of the qualification/results you obtained). You should ensure that you provide additional documents depending on your circumstances, and prove that you are a genuine student.
- Always check the Home Office website for up-to-date and detailed guidance. Following all the rules set out in their guidance is key to a successful visa application: gov.uk/student-visa

1.5 Confirmation of Acceptance for Studies (CAS) Letter

A CAS number is a unique reference number that ESCP will send you to support your visa application. ESCP issue a CAS number to you when you are ready to make a successful Student Visa application. You will be required to show the documents mentioned above and meet the criteria before we can issue a CAS number.

NOTE:

- CAS LETTERS WILL NOT BE ISSUED IF YOU HAVE A PREVIOUS IMMIGRATION HISTORY TO THE UK OR ANY OTHER COUNTRY WHERE YOU HAVE BEEN REFUSED/REJECTED OR DID NOT COMPLY WITH THE RULES.

- THE DEADLINE TO APPLY FOR A CAS LETTER WILL BE ONE MONTH PRIOR TO THE COURSE COMMENCEMENT DATE.

1.6 Financial Requirements

You will need to prove that you have the required amount of money to pay any outstanding tuition fees for your first year of study. You will also be required to show that you have enough money to pay for your living costs (maintenance funds): £12,006.

Acceptable documents for providing evidence of maintenance funds/living costs:

- You can show funds in your parent's bank account or your personal account, which should be held in the account for 28 consecutive days prior to application.
- A Loan Sanctioned letter or Disbursement letter.

NOTE: Before your CAS is issued to you, ESCP London Campus will need to check that you have enough money to pay for your studies in the UK.

The type of documents you can use will vary depending on your circumstances, but the general rule is that the money needs to be readily available to you.

1.7 What Financial Documentation Do I Need?

Any of the following can be used as evidence for funds:

- Personal bank or building society statements covering a consecutive 28-day period ending no more than 31 days before the date of your application and no later than the date of application. Your personal bank or building society statements must show your name, the account number, the financial institution's name and logo, and the amount of money available.

Maintenance funds can be held in any form of personal bank or building society account (including pension and investment accounts) provided the account allows the funds to be accessed immediately.

- Parental/guardian bank statement. You should provide an original birth certificate and a consent letter from your parent(s) or guardian(s) to confirm their relationship to you and a letter of their permission to use the money to pay for your study.

To Whom It May Concern,

I can confirm that I am the [relationship to student] of [student's name] whose date of birth is [state date of birth]. I give my consent to [student's name] to use my money to support her/his studies at ESCP London Campus in the UK.

Should you need any further information please do not hesitate to contact me.

Yours faithfully,

(Name, signature and contact details)

Bank statement

- Bank statements printed on the bank's letterhead.
- If you wish to submit electronic bank statements they must contain all the details listed above. You will need to provide a supporting letter from your bank on company headed paper, confirming the authenticity of the statements provided.
- An electronic bank statement bearing the official stamp of the bank in question will be accepted. This stamp must appear on every page of the statement.
- If you want to use a joint account as proof of your money, you must be named on the account along with one or more other person, except where you are using a joint account in the name

- of your parents or legal guardians.
- building society pass book covering a consecutive 28-day period ending no more than 31 days before the date of your application and no later than the date of application.
- Letter/Balance Certificate from your bank confirming funds have been held for a consecutive 28-day period ending no more than 31 days before the date of your application and no later than the date of application. The letter must show your parent's or legal guardian's name, the account number, the date of the letter, the financial institution's name and logo, the money in your account, and evidence that there is enough money in the account to cover your course fees and living costs.
- A letter from a regulated financial institution confirming a loan (if relevant). The loan letter(s) from a regulated financial institution must be dated no more than six months before the date of your application.
- An official financial sponsorship letter if relevant.

You may not use the following as evidence:

- Other types of accounts such as shares, bonds, overdrafts, credit cards, properties or pension funds.
- Bank statement from a relative or friend.
- Bank statement in a company's name.
- Any financial evidence from an overseas bank where:
 - a. the decision maker is unable to make satisfactory verification checks; or
 - b. the financial institution is not regulated by the appropriate regulatory body for the country in which that institution is operating; or
 - c. the financial institution does not use electronic record keeping.

Please also note:

- The money you show upon application must be for your use for studying and living in the UK. The full amount of this money – which should be held in the manner specified in this guidance – must continue to be available to you after your application is made. We strongly recommend you keep the funds in your account until after you receive your visa and then use them to pay your tuition fees and living expenses in the UK.
- Ensure that after you have paid the Immigration Health Surcharge and visa application fee.

1.8 Providing a Tuberculosis Certificate

You may need to submit a Tuberculosis Certificate if you are coming to the UK for six months or more and have been living in a country where UKVI requires a TB certificate.

1.9 Genuine Student Test & Credibility Checks

UKVI carries out occasional Genuine Student Tests for applications made outside of the UK. You may be asked to attend an interview, which will be carried out at a UK VFS centre or by video call.

1.10 Additional Requirements

The information outlined here is not a complete list of requirements for your application. We recommend that students review the information held within the [UKVI's Student Route Policy Guidance](#).

We recommend that you apply no later than one month before your course begins so that you can arrive on time. Do not make any non-refundable travel plans until you have received your visa.

1.11 When You Should Apply

Make sure you have everything ready to apply for your Student Visa before you begin. This includes your CAS with your unique reference number, and the correct supporting documents.

Applying outside the UK: The earliest you can apply for a visa is six months before the start of your course.

Applying inside the UK: The earliest you can apply is three months before the start of your course. You must apply before your current visa expires. Your new course must begin within 28 days of your current visa expiring.

1.12 Application Checklist

- Do not leave it too late. Start preparing for your application and gathering the required documents at least seven months before the start date of your course.
- Apply for Student Route application no earlier than six months before the start of your course commencement date.
- Check that you have a valid passport for the full period of your study.
- Book a secure English language test, e.g. UKVI IELTS, as early as possible. Centres have limited capacity and may get fully booked.
- Make sure that you have enough funds in your bank account for a consecutive 28-day period ending no more than 31 days before the date of your application.
- Check your CAS letter carefully as soon as you receive it from the School. Let us know immediately if there are any errors.
- Do not apply for the visa unless you meet all the requirements and have all the required documents.
- Include original documents in your application and keep copies of every document you send.
- Do not use the same CAS letter for more than one visa application. If your Student Route application is refused and you wish to make another application, you will need to get a new CAS from us.
- Do not use a CAS letter obtained from another university.
- Make sure that your CAS letter is valid. Your CAS will expire if it is not used for a visa application within six months of it being issued.
- Make sure you apply for your visa on time, and do not exceed the 'latest course start date'.

1.13 Where to Apply

An applicant coming to the UK for the first time will make their application from their home country or country of residence (UK VFS Services/TLS Services).

1.14 Complications with Your Visa?

Most visa applications are successful, but sometimes applicants and students run into problems during the application process. We are here to help you if you do, but you may also find some useful information below.

1.15 What to Do if Your Visa Application Is Rejected

- If you receive a visa refusal, try not to panic. The first step is to confirm that the decision is correct and whether UKVI have refused your Student Route on the correct grounds. To help you do this, send a copy of the full visa refusal notice to visasupportlondon@escp.eu as quickly as possible.

Visa refusals affect you and ESCP Business School as your Student Route sponsor, and where possible we will help you to challenge the result. If the refusal is not correct, you can apply for an Admin Review to revisit the decision and hopefully have your visa issued.

Some examples of why your visa may be refused:

- Missing documents, such as bank statements or academic qualifications.
- Incorrect document format, such as submitting copies instead of original documents, or documents not in English.
- Failure to meet the financial requirements.
- Failure to prove that you are a genuine student (e.g. a significant gap, English Proficiency, course relevancy)
- If you applied late and have not received a decision about your visa application after the 'latest course start date' on your CAS, your visa application will be refused and you will not be able to join the course in this academic year. Please note that if you receive your Student Route visa and you travel to the UK after the 'latest course start date' as stated on your CAS, you might not be permitted to enter by immigration officers.
- Your Student Route application can be refused under the general grounds for refusal listed in the [Immigration Rules](#).

This means that, even if you meet the other requirements of the visa application, there may be other reasons why for the Home Office will to refuse your application. For example, this could be because of your previous immigration history, a criminal record or suspicion that you are not a genuine student.

1.16 What to Do if Your Visa Application is Delayed

September is the start of the academic year in the UK and when most courses commence, so June to September is also the busiest time for Student Visa applications from around the world. If you are applying from your home country, you can check the following page for an idea of how long your application will take: [gov.uk/guidance/visa-decision-waiting-times-applications-outside-the-uk](https://www.gov.uk/guidance/visa-decision-waiting-times-applications-outside-the-uk)

Your CAS will include your actual course start date and the latest date you may arrive to start your studies. If you are delayed and unlikely to arrive in time, please contact our Admissions Team as you may need to defer your studies.

If you arrive after the ESCP London Campus' preliminary welcome events, extra support will be available to make sure that your induction to ESCP is as smooth as possible. If you have any questions or worries, please email visasupportlondon@escp.eu or contact your Programme Office Manager.

After arrival

2.1 Coronavirus (COVID-19)

Before travelling to the UK, please ensure you read and understand the latest travel advice for England by visiting: [gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19](https://www.gov.uk/guidance/travel-to-england-from-another-country-during-coronavirus-covid-19)

Please complete the Passenger Locator form before you arrive in the UK: [gov.uk/provide-journey-contact-details-before-travel-uk](https://www.gov.uk/provide-journey-contact-details-before-travel-uk)

2.2 With a Student Visa: Collecting your Biometric Residence Permit

You will get a visa vignette sticker on your passport when your visa application is approved. The visa vignette only allows you to enter the UK and is not proof of your immigration permission.

Your actual immigration permission is in the form of a Biometric Residence Permit (BRP). You can collect your BRP within 21 days of your arrival in the UK. Check your decision letter as it will tell you at which Post Office you can collect your BRP.

You must collect your BRP before the travel visa in your passport expires. Your decision letter outlines the conditions of your immigration leave, so it is essential that you keep it safe. You will need to take this letter, together with your passport and travel visa, to collect your BRP at the Post Office. For more information about the BRP, please visit [gov.uk/biometric-residence-permits/collect](https://www.gov.uk/biometric-residence-permits/collect).

What to do if your visa application is incorrect

Check that your BRP has the correct information, including your personal details. For courses longer than 12 months, the end date on your visa should be four months after the course end date, as shown on your CAS. If you think that there is an error on your BRP, please email visasupportlondon@escp.eu so that we can check it for you. If there is an error on your BRP and you applied outside the UK, you can report it online and corrections are free.

When your BRP is re-issued, we will need to update your student record with your new BRP details. If you have a Police Registration Certificate, you will need to update the police.

If you have any questions or worries about any of the above, please contact visasupportlondon@escp.eu.

2.3 With a Student Visa: Registering with the Police

In the UK, international students from certain countries are required to register with the police. Your visa decision letter should state if this applies to you. Please [check this list](#) before you depart for the UK.

2.4 With a Student Visa: Documents Needed for Police Registration Appointments

- Passport
- Biometric Residence Permit (BRP)
- Home Office visa decision letter
- Recent passport-sized photo
- Letter of enrolment. You can obtain this from the Visa Office. (Please note that your student card alone is not sufficient proof that you study at ESCP London Campus.)
- Proof of your UK address
- Printed and completed Police Registration Form
- Registration fee. This is £34 and is payable by credit or debit card (cash will not be accepted)

2.5 With a Student Visa: Updating Police Registration Certificates

You will need to update your Certificate within seven days if any of the changes listed below take place:

- You change address but are continuing to study at ESCP London Campus
- There is a change in your marriage or civil partnership status
- You stop studying at ESCP London Campus and move to another place of study
- You receive a new visa
- You receive a new passport
- You receive any new landing conditions
- You change your degree course
- You change your nationality
- You become exempt from police registration

2.6 Additional Information

If your registration certificate is lost, you must report this online at www.reportmyloss.com/uk and obtain a Police Reference Number.

You must replace your certificate if it gets damaged.

If your registration certificate is stolen, you must report the theft to a local police station and obtain a Crime Report Reference Number.

If you do not register with the police or report changes to your registration, you may be fined up to £5,000 or face up to six months in prison.

Graduate Immigration Route

3.1 What Is the Graduate Immigration Route?

After you have successfully graduated, you will have the opportunity to apply for a Graduate Visa. This visa allows graduates to remain in the UK for up to two years to work or look for work without requiring a sponsor.

To qualify to apply for a Graduate Visa, you must:

- Successfully complete a course at degree level or above. You must have studied the course in the UK on a Student Visa for the full duration, if this was shorter than 12 months, or for a minimum of 12 months if your course was longer.
- Apply for the Graduate Visa from inside the UK before your Student Visa expires.
- Pay the application fee of £700.
- Pay the Immigration Health Surcharge of £1,248, which is the fee for two years.
- Provide the CAS you received for your course at ESCP. You can request this from the visa support team.

The Graduate Visa is non-extendable. However, you will have the option to switch to the Skilled Worker Visa which will allow you to work in the UK with an eligible sponsor. Further details on the Skilled Worker Visa can be found [here](#).

For more information on the Graduate Visa route and how to apply, please visit gov.uk/graduate-visa

3.2 Key Points

- Students who will successfully complete a course at undergraduate level or above at a Higher Education Provider with a track record of compliance with a valid Student Visa from the summer of 2021 will be able to apply for the graduate immigration route. Those who graduate and whose Student Visa expires before the route is introduced will not be eligible. This includes students who have already started their courses.
- Successful applicants on this route will be able to stay and work, or look for work, in the UK at any skill level for a maximum period of two years for graduates and postgraduates.
- A new visa application will need to be made but the process will be simple. A sponsor will not be required. There will be an application fee and applicants will pay the Immigration Health Surcharge.
- Students who have positively completed a degree at undergraduate or postgraduate level in any subject area and who have a valid Student Route Visa will be eligible to apply after the route is launched.
- It will be possible to switch from the Graduate Visa into the skilled work route, subject to meeting the requirements.
- It will not be possible to extend a Post-Study Work Visa beyond the two years.

Student responsibilities

Your Student Visa has strict conditions and rules attached to it. As a Student Route applicant sponsored by ESCP London Campus, you should:

1. Provide the School with a copy of your passport, visa and BRP as soon as you arrive.
2. Ensure that your passport is valid for the full period of your study.
3. Keep your contact details up to date, including phone number, email and postal address.
4. Attend your course and engage with your study.
5. Register with the Police (if required).
6. Inform the Programme Office at ESCP London Campus of any changes to your study or circumstances.
7. Not extend your stay or apply for another visa while you are studying and in the UK.
8. Inform us of changes to your personal details.
9. Not apply for or receive any public funds.
10. Comply with any other conditions of your Student Route Visa.
11. Leave the UK at the end of your course.
12. Be able to meet the cost of your return journey.
13. Comply with any work or visa extension restrictions. When you start on the Student Route, there are limits on your working hours that depend on the type of course you study and type of sponsor you are studying with. Student Route students at ESCP London Campus are allowed to work for limited hours during term time. However, they may be able to undertake a full-time work placement if it is an integrated and assessed part of their course.

You must make sure that you comply with any restrictions which apply to you.

Working illegally can be considered a breach of your visa conditions. If you are permitted to have a work placement as part of your course, the time you spend on it must not exceed 30% of the total length of your course.

For information on work permissions and restrictions, please email visasupportlondon@escp.eu



LONDON CAMPUS STUDENT VISA GUIDE 2022

ESCP benefits from the best international accreditations.
Our European campuses enjoy national recognition.



5 European Higher Ed
accreditations

BERLIN

Heubnerweg 8-10
14059 Berlin, Deutschland

LONDON

527 Finchley Road
London NW3 7BG,
United Kingdom

MADRID

Arroyofresno 1
28035 Madrid, España

PARIS RÉPUBLIQUE

79, av. de la République
75543 Paris Cedex 11, France

PARIS MONTPARNASSE

3, rue Armand Moisant
75015 Paris, France

TURIN

Corso Unione Sovietica, 218 bis
10134 Torino, Italia

WARSAW

c/o Kozminski University
International Relation Office
57/59 Jagiellońska St.
03-301 Warsaw, Poland