



Guide to Short Term Study Visa in the UK

2018

For MBA in International Management, Master in Marketing & Creativity, Master in Energy Management, Master in Management (1 Term) and Summer Course Students coming to London.







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While every effort has been made to ensure that the information contained in this guide is accurate, students are strongly advised to check the Home Office detailed guide for up-to-date information in case policies change <https://www.gov.uk/study-visit-visa>

Do I Need a Visa?

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

- EU/EEA and Swiss nationals do not require a visa to study in the UK.
- Nationals of all other countries may require a visa to study in the UK. You can check whether you require a visa at the Home Office website: <https://www.gov.uk/check-uk-visa>
 1. Enter your nationality.
 2. Question: What are you coming to the UK to do? Answer: Study.
 3. Question: How long are you planning to study in the UK for? Answer: 6 months or less.

You must determine whether you are a visa national or a non-visa national at an early stage before coming to the UK. Please refer to the list of visa nationals here:

<https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-v-visitor-rules>.

If you are a visa national you must apply for a Short Term Study visa before you arrive in the UK. If you arrive in the UK without a visa, you will be refused entry. If you are a visa national and you apply from outside the UK, your visa will be multiple entry, so you can leave during breaks and return to the UK using the same visa as long as it is valid.

If you are a non-visa national, you may apply for a visa on arrival at the UK border. This means that you can travel to the UK for a visit of up to 6 months without having obtained a visa before travelling. However, you will still need to apply for a visa when you arrive at the UK border and you must bring all documents with you to show at the border. If you are a non-visa national and you apply at the UK border, you will be issued with a single entry visa, and you will need to apply for a new visa at the border every time you return to the UK.

What is a Short Term Study Visa?

If you require a visa, and if the length of your course at ESCP Europe London is six months or less, you will need to apply for a Short Term Study visa.

1. You can apply for Short Term Study visa if you are:
2. A non-EU/EEA/Swiss national, and
3. You are 16 years old and over, and
4. You have an unconditional offer from ESCP Europe London to study a course that is six months or less in length, and
5. You are not planning to work in the UK, as this visa does not allow you to do any type of work, and

6. You do not intend to extend your studies or visa while you are in the UK, as this visa does not allow you to extend your stay from inside the UK, and you will have to return to your home country to apply for another visa, and
7. You have sufficient funds to cover the course fees, accommodation and living expenses, and
8. You intend to leave the UK within 30 days of the end of your course or at the end of the 6-month period of leave granted, whichever is the earliest, and You can meet the cost of your living expenses and onward or return journey.

Who Should Apply for a Short Term Study Visa?

1. Students on the following programmes must apply for a Short Term Study visa:
 - MBA in International Management.
 - Master in Marketing & Creativity.
 - Master in Energy Management.
 - Master in Management (1 Term): Students on this programme are strongly advised to decide before they apply for a visa whether they intend to stay in the UK for one semester or two. If you intend to stay for two semesters, you must apply for the Tier 4 (General) Student visa. If you intend to stay for one semester, you must apply for a Short Term Study Visa. Deciding in advance on the length of your stay in London will enable you to come on the correct visa.
 - Summer Course students.
2. Students who need to undertake a re-sit examination should apply for a Short Term visa, not a Standard or Tourist Visa.

Restrictions

If you enter the UK as a short-term student, you are not allowed to:

- Study a full-time course for more than 6 months.
- Undertake internship, work experience or work placement in the UK.
- Take any employment whether paid or unpaid.
- Bring family members.
- Extend your stay in the UK.
- Switch to a Tier 4 visa in the UK.
- Study in the UK for extended periods through frequent or successive periods as a short-term student.

Documents Required

1. A valid passport. You will need a 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. A letter of acceptance from ESCP Europe London. This letter will be presented on official headed paper, stating the course name, duration and cost. The letter will be sent to you by email.
3. Accommodation details including all details about where you will stay and your travel plans.
4. If you are under 18 years old, you must show that suitable arrangements have been made for your travel, reception and care in the UK.
5. If you are under 18, you must provide proof that you have a parent or guardian in your home country or country of habitual residence who is responsible for your care and who confirms that they consent to the arrangements for your travel, reception and care in the UK. You must provide contact details for at least one parent or guardian in your home country, details of travel, accommodation and care arrangements in the UK and written consent from a parent or legal guardian.
6. Evidence that you have enough money to support yourself while you are in the UK. You need to show you can pay for your tuition fees, accommodation and living expenses. We recommend that you have £1,265 per month for living expenses. You can use the following as evidence: (1) an up-to-date original bank statement, or (2) an official financial sponsorship letter, or (3) your parents' bank statement. You should provide an original birth certificate to confirm their relationship to you and a letter of their permission to use the money to pay for your study and living costs. Example: "To Whom It May Concern, I can confirm that I am the [state the relationship to student] of [state the student's name] whose date of birth is [state date of birth]. I give my consent to [state student's name] to use my money to support her/his studies at ESCP Europe in the UK. Should you need any further information please do not hesitate to contact me. Yours faithfully. Name, signature and contact details."
7. If you are on a scholarship, you should submit an original letter which confirms what costs are being met.
8. Evidence that you can meet the cost of your return journey.
9. Your original academic certificates and transcripts.
10. Evidence that you have permission to be in the country you are applying from if you are not a national.
11. Recent passport-sized coloured photographs. For details, see: <https://www.gov.uk/photos-for-passports>

Also Note

- All documents (except the letter of acceptance from ESCP Europe) must be **original and in English**. Any original document that is not in English must be accompanied by a fully certified translation by a professional translator/translation company. This translation must include the details of the translator/translation company's credentials, confirmation that it is an accurate translation of the original document, and the translator/translation company's contact details.
- You should carry all of the documents that you used to make your visa application with you in your hand luggage when you come to the UK, as the Border Officers may ask to check the documents when you arrive in the UK.
- You may need to provide additional documents depending on your circumstances. Please check this link for further details and updates: <https://www.gov.uk/study-visit-visa/documents-you-must-provide>

The Application Process

- You can start your visa application up to 3 months before the course start date.
- Applications for Short Term Study visas are made online using the application form at: <https://www.gov.uk/study-visit-visa/apply>
On the application, you have to choose:
Visa type: Study (non-Point-Based System)
Visa sub-type: Study - Short-term student 6 months
- For details on the application fees, see: <https://www.gov.uk/study-visit-visa>
- You should get a decision on your visa within 3 weeks. Processing time can be checked via this link: <https://www.gov.uk/visa-processing-times>
- You may be required to register with the police when you arrive. This will be stated on your visa if you have to do so.

Receiving your Short Term Study Visa

If you have applied for a Short Term Study visa overseas, you should receive a Short Term Study visa sticker in your passport. The visa will be valid for 6 months, and the start and end dates will be stated on it. You must check that the dates are correct and cover the course.

If you apply for a Short Term Study visa at the border, the Immigration Officer will stamp your passport. **Please check that the stamp shows clearly that it is a Short Term Study visa rather than as a general visitor. If the visa type is not clear, you must ask the Immigration Officer to make it clear on the passport.**



If you are a non-visa national and applied for a visa on arrival at the UK border, you must hold a valid entry clearance as a short-term student when you arrive in the UK. The stamp will state that you are not allowed to work or access public funds.

Frequently Asked Questions

How much money do I need to have in the bank account when I apply for a Short Term Study visa?

When you apply for a Short Term Study visa, you need to show that you have enough money to support yourself without receiving money from the UK government and without working in the UK. While there are no specific requirements, you must show that you have enough money to cover your course fees plus accommodation and living expenses. We recommend that you have the full tuition fees for the first year of your study plus £1,265 per month for living expenses.

When should I apply for my Short Term Study visa?

You can apply three months before the start date of the course. However, you should start preparing for the application at least four months in advance.

Can I leave and re-enter the UK as a Short-Term student?

A Short Term Study visa that is applied for overseas before you travel is a multiple-entry visa, so you can re-enter the UK as long as your visa is valid. You may be required to show a proof that you are still studying. However, a Short Term Study visa issued at the airport is a single-entry visa and you must bring all your documents with you to show at the border every time you enter the UK.

Will I be interviewed as part of the visa application process?

The UKVI reserves the right to invite any applicant for an interview. Some examples of the sort of questions you might be asked at an interview are as follows:

- Why did you choose ESCP Europe London?
- How do you intend to travel to ESCP Europe London?
- Where will you be living in the UK?
- Have you ever studied in the UK before?
- How are you funding your studies?
- What do you intend to do after your course has finished?

Should I take an English language test?

You do not have to demonstrate your English language ability as part of the visa application itself, as there is no minimum ability level required for this visa.

My course involves an optional internship; can I undertake it in the UK?

Unfortunately work is not permitted whilst in the UK as a Short Term Student, so you cannot do an internship even if it is unpaid. If you are keen to do an internship, we can try to help you to do it at another ESCP Europe campus where it is permitted.

Can I extend my stay in the UK as a short-term student?

No. The Short Term Study visa cannot be extended and you cannot apply for any other immigration category whilst in the UK as a short-term student.

When should I leave the UK?

Students must intend to leave the UK within 30 days of the end of their course or at the end of the 6-month period of leave granted, whichever is the earliest.

I have a re-sit exam to take and I have to come to the UK for two weeks. Should I apply for Short Term Study visa or a Standard (Tourist) visa?

You should apply for a Short Term Study visa. If you are entering the UK for the purpose of study, a Standard Visitor visa (Tourist visa) will not allow you to undertake studies, including exams.

Can I apply for a Short Term Student (11 months) visa?

No, you cannot apply for this visa, as this route is for applicants who want to come to the UK solely to study English language.

What should I do if my visa application is refused?

You should inform us immediately and we will check the possibility of submitting another application.

Whom should I contact if I have a question about my visa?

For visa queries, please contact the ESCP Europe London Visa Officer at: visasupportlondon@escpeurope.eu



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