

# Frequently Asked Questions (Short-term study)

## 1. What can I do on a Short-term study visa?

On a Short-term study visa you are permitted to:

- study an academic course of up to 6 months' duration, e.g. Master's Top up, Study Abroad programme
- study an English language course of up to 11 months' duration
- re-take a module or re-sit an examination
- undertake a *viva voce* examination
- complete an in-country component of a distance-learning programme (maximum of 56 days in any 6 month period)

## 2. Can I apply for a Short-term study visa on arrival in the UK or do I have to apply in advance?

If you are a national of a country on the list in appendix 2 of the [Immigration Rules: Appendix V visitor rules](#), you are known as a "visa national" and have no choice but to apply for a Short-term study visa in advance of travelling to the UK.

If you are a national of a country that does not appear on the list in appendix 2 of the [Immigration Rules: Appendix V visitor rules](#), you are known as a "non-visa national" and are permitted to apply for a Short-term study visa on arrival in the UK. [The only exception to this is where you are coming to study an English language course that lasts 6 – 11 months, the visa application for which must be submitted in advance, irrespective of whether you are a non-visa national.]

Please note: even if you apply for a Short-term visa in advance, you should still carry all the documents that you submitted with your visa application when you travel to the UK, since UK Border Force Officers may ask to see them.

## 3. Is a Short-term study visa a multiple entry visa?

A Short-term study visa that is applied for in advance is a multiple entry visa, while a short-term study visa issued on arrival in the UK (applicable to non-visa nationals only) is a single entry visa.

If you apply for your Short-term study visa on arrival and then leave the UK during your period of enrolment at the University, please note you will need to re-apply as a short-term student when you re-enter. For this reason you should always travel with a letter confirming you are enrolled on a course (these can be requested from the [Immigration Compliance Team](#)).

## 4. How do I apply for a Short-term study visa?

Please see our [step by step guide](#) to applying for a Short-term study visa.

## 5. What documents should I submit with my Short-term study visa application?

Documentary requirements are always subject to change, so you should be sure to check the latest information on the relevant UK Visas and Immigration (UKVI) [webpage](#) before submitting your application. As a guide, however, you can expect to have to submit the following documents:

- Current and previous passports
- 1 x recent passport-sized colour photograph
- Application fee (see question 7)
- “Short-term study visa letter” from the University of Gloucestershire (see question 6)
- Evidence of your marital status
- Evidence of your employment status or studies
- Evidence of your finances (e.g. bank statements going back at least 6 months)
- Evidence of accommodation and return travel bookings
- Evidence of previous study and qualifications
- Evidence of English language ability and qualifications
- Translations of any documents not in English
- Tuberculosis certificate (certain applicants only – see question 11)

## 6. How do I obtain my Short-term study visa Letter?

You need to request this document using the Short-term study visa letter [request form](#). Please note that you need to submit your original Short-term study visa letter with your visa application, so you must ensure you submit your request for this document well in advance.

Please be advised that, unless otherwise agreed, the Immigration Compliance Team will post this document out to the correspondence address you have supplied on your request form using Royal Mail's International Signed For service. Documents sent using this service normally take around two weeks to be delivered. If you would prefer your document to be sent faster (e.g. via DHL), please contact the Immigration Compliance Team for further details (please note: you will be required to pay a charge for a faster delivery service).

## 7. Do my supporting documents have to be in English?

Yes. Where an original document (e.g. bank statement, birth certificate) is not in English, it must be accompanied by a translation certified by a professional translator/translation company. This translation must include 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. It must also be dated and include the original signature of the translator or an authorised official of the translation company.

## 8. How much does a Short-term study visa application cost?

Please see [here](#) for up-to-date fees for a Short-term study visa application.

## 9. When should I apply for my Short-term study visa?

We recommend that you apply for your visa as soon as possible after being issued with your Short-term study visa letter (though please note that you are not permitted to apply any earlier than three months before the start-date of the course).

## 10. How much money do I need to show?

The UKVI guidance does not state how much money you are required to show. However, in practice, you must show that you have enough money to support yourself without recourse to public funds and without

working. It is advisable to provide evidence that you have enough money to cover your course fees and living expenses (to include accommodation). Using the Tier 4 maintenance figures as a guide, it would be reasonable to show that you have the equivalent of £1015 per month for the duration of your course. Please note: if you will be staying with friends or family while in the UK, you are entitled to include evidence of this, which may decrease the living costs you would ordinarily be expected to show.

### **11. Do I need a certificate confirming I am free from Tuberculosis?**

Provided you are coming to the UK for less than 6 months, you do not need to obtain a certificate confirming you are free from Tuberculosis.

If you are applying to study an English language course that lasts 6 – 11 months AND you are a national of one of the countries listed [here](#), you need to obtain a certificate that states you are free from infectious Tuberculosis before applying for your visa. The test includes having a chest X-ray at an accredited clinic or hospital run by the International Organisation for Migration.

### **12. Will I be interviewed as part of the visa application process?**

UKVI reserves the right to call applicants for face-to-face interview as it sees fit. Some examples of the sort of questions you might be asked at an interview are as follows:

- How long is your course?
- What topics will you be studying during the course?
- Why did you choose this course?
- Why did you choose the University of Gloucestershire?
- How do you intend to travel to the University of Gloucestershire?
- 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?
- Do you intend to work during your studies?

### **13. How much time will I be granted on my Short-term study visa?**

If your period of study is 6 months or under, you should be granted permission to enter the UK for 6 months.

If you have applied to study an English language course that lasts more than 6 months but less than 11 months, you should be granted permission to enter the UK for 11 months.

Please note that the period of leave is granted entirely at the discretion of UKVI. If UKVI caseworkers are in any doubt about your application, they are entitled to grant a shorter period of time that covers the precise course dates only.

### **14. What conditions will be attached to my Short-term study visa?**

As a Short-term student:

- you will not be allowed to work while you are in the UK (this includes paid or unpaid work)
- you will not be allowed to undertake a work placement as part of your study
- you will be required to leave the UK within 30 days of your course finishing or prior to your visa expiry (whichever is sooner)

- you will not be allowed to extend your stay in the UK
- you will not be allowed to switch into any other immigration category while you are in the UK
- you will not be allowed to bring your family to the UK as your dependants (instead, they should apply separately as Standard Visitors – see question 15)
- you may need to register with the police if you have been granted a visa for up to 11 months under the concession for English language courses (not all nationalities are subject to this requirement)

#### **15. Can I bring my dependants with me?**

Any dependants are required to apply to enter the UK in their own right as [Standard Visitors](#). As Standard Visitors, your family members will be granted a maximum of 6 months in the UK, even if you have been immigration permission for longer than this. Standard visitors are prohibited from working and studying while in the UK.

#### **16. What should I do if my visa application is refused?**

It is no longer possible to appeal a refusal of a Short-term study visa application. If your application is refused, please [contact](#) the University's Immigration Compliance Team to discuss the possibility of a fresh application.

#### **17. Will I be able to work while I am in the UK?**

No. As a Short-term student, you will not be permitted to do any kind of work or work placement while in the UK.

#### **18. Where can I find further information about the Short-term study visa application process?**

The UK Council for International Student Affairs (UKCISA) has compiled detailed information about applying as a Short-term student, available [here](#). If you can't find what you need here or within this guidance sheet, please make [contact](#) with the University's Immigration Compliance Team.