Guide for Short Term Study visa applications

This application guidance is for students applying for entry clearance as Short-Term Students

Non-Visa nationals may apply for leave on entry to the UK but should refer to this guidance as the same application criteria applies. Please bear in mind that obtaining a visa before traveling to the UK is always the safest option.
Short-term study visa

Access the link to the application form at https://www.gov.uk/study-visit-visa and click Apply.

Confirm your visa type

Click ‘apply online’ and select Short-term student visa from the list of available options.

You must apply online for a Short-term study visa.

You need to have your fingerprints and photograph (known as ‘biometric information’) taken at a visa application centre as part of your application.

You may be able to get your visa faster or other services depending on what country you’re in - check with your visa application centre.

Confirm what type of visa you want to apply for from the options below. If you are not sure, use the check if you need a UK visa tool, or see the visas and immigration guidance pages for information.

- Short-term student visa
- Tier 4 (General) student visa
- Tier 4 (Child) student visa
- Tier 4 student visa (for Chevening, Marshall and Commonwealth scholars)

Click the ‘Next’ button after each section.
Select your location
Enter the country in which you are making your application

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<th>Country</th>
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From the drop down list, select the country where you will be making your visa application.

Apply for a UK visa - Country you are applying from

You must be able to attend an appointment at one of the visa application centres listed below.

- Location A
- Location B

You will need to confirm that you are able to attend one of the visa application centres available in the country where you will apply.

- I can go to an appointment at one of these visa application centres
- I cannot go to an appointment at one of these visa application centres

Are you a diplomat, official, or exempt from immigration control?

Refer to the link in the pop out box if you are exempt from immigration control or will apply for a diplomatic visa.

Short-term student visa

Use this form to apply from outside the UK for a Short-term student visa

Before you apply

Before you start your application, read the guidance on:

- eligibility
- how to apply and required documents
- fees

You will be able to save your application and come back to it at another time if you need to.

Apply now

Register your 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 'Return to this application later' in order to re-send the link to your latest saved application.

Email address

xxxxxx@hotmail.com

An email will be sent to:

xxxxxx@hotmail.com

Use an email address that you will have frequent access to. You will be sent a link to your application form so that you can save your progress and re-join at any point before submission.
Create a password
Your password must be 8 characters or longer and include a letter and a number or symbol.

Your password is too short
Your password needs to include at least 1 letter

Repeat your password

Enter your names as shown on your passport.
If you have only one name, click the highlighted text and enter your name in the special box.

Enter the address where you ordinarily reside.

Provide a telephone number that you have regular access to. You can enter additional numbers if needed by clicking the blue text.
The information you provide here should match that on your passport.

You can add additional nationalities if needed by clicking the blue text.

If you have more than one valid passport, i.e. because you have more than one nationality, enter the details of the passport which you want to be endorsed with the short-term study visa.

You will be able to provide more details of your other passport in the following questions.
Another passport or travel document

Do you have another passport or travel document?
If you answer ‘yes’ to this question you will see another question asking you to provide more details of your other passport.

This might be:
- a passport issued by another country
- an older passport which has expired but which contains more information about your travel history

Yes  No

National identity card

Do you have a national identity card?
This is the identity card issued by your national government. Please select 'No' if your country does not issue national identity cards or you do not have your card.

Yes  No

Your immigration status

What permission do you have to be in Country you are applying from

I have a temporary visa
I am a permanent resident
I do not have a visa and I am not a permanent resident

Give as much information about your status in Country as possible, including if:
- you are waiting for a decision on a visa
- you are exempt from immigration control
- you are not in Country legally

Maximum of 500 characters
You must have accepted an unconditional offer to study at the University of Warwick before you can apply for a short-term study visa.

Do not attempt to complete this section before you have received your short-term visa support letter from the University.

Enter the name of the course as it is shown on your visa support letter.

If you are a visiting researcher, or you will study at the Centre for Applied Linguistics on an English language course, enter ‘No qualification aimed for’ in this box. Exchange students should enter the end qualification awarded by their home institution. If you are a continuing Warwick student returning to sit examinations or you are applying for a short-term study visa to cover an extension to your course of fewer than 6 months, enter the qualification stated on your most recent CAS.

You should use the course start and end dates stated in your visa support letter. If you are coming to the UK for examinations, use the start and end date of the exam period; if your registration period exceeds 6 months, enter the ‘dates required in the UK’ from your visa support letter as the course start and end dates.

It is possible to study consecutive and/or concurrent courses using the same short-term study visa, provided the total duration of time spent in the UK will not exceed 6 months. If you will be studying an additional course you should answer ‘yes’ – you will then be prompted to provide more information.

Please note, if you will be attending another course you will need to obtain a letter of support which relates to that programme.

Is your accommodation included in the cost of your course?

You should provide details of any onward or return trips. Please be aware that you are permitted to stay in the UK for either 30 days after your course ends, or up to the end of your 6 month study visa, whichever is sooner*. It is not possible to extend a short-term study visa or switch into another visa category. Working on a short-term study visa is prohibited.

*If you have plans to undertake further UK study on a short-term study visa within the same year, you should think carefully about how long you remain after your course has ended as you may need this time for more study.
If you have studied in the UK before then answer ‘yes’ and give more details (you will not see the following question if you answer ‘no’ because you have not studied in the UK before).

If you are a continuing Warwick student and you are applying for a short-term study visa to sit examinations or to cover an extension to your course of fewer than 6 months, enter the course name and qualification stated on your most recent CAS.

The course start date should be the original course start date.

If your student status is ‘re-sit without residence’ or you are sitting exams after a period of ‘temporary withdrawal’ then the course end date should be the end of your last study period at Warwick, i.e. when the period of re-sit without residence or temporary withdrawal began.

If you work then you will need to provide more details about what you do and how much money you earn. You should give full details of your employer and the job that you do. It would be helpful to provide a letter from your employer confirming they are happy for you to travel to the UK, or a copy of your contract. You should include copies of your pay slips as evidence of finances.

You should provide evidence of your income, maybe using bank statements or tax returns.
After the questions about your employment you will be asked about other sources of income (you will also see this question if you are retired, unemployed or a student).

If you are using funds from any of these sources then you should be able to provide evidence.

If you are relying on savings to fund your visit to the UK then you will need to provide bank statements which confirm the amount of money you have access to.

The caseworker will be looking to establish that you have access to sufficient money to fund your trip to the UK and cover any expenses.

If you cannot demonstrate that you have access to sufficient funds to finance your trip it is likely that your visa application will be refused.

You should provide a realistic costing of your visit to the UK taking into account:
- departure and return flights;
- accommodation costs;
- course fees (if any);
- meals;
- additional travel.

As a guide we advise you allow at least £250 a week for living costs (this is based roughly on Tier 4 maintenance costs, although it should be noted that there is no set maintenance requirement for applicants to the short-term study route).

If your costs are not deemed to be realistic, e.g. you are coming for 3 months and your course fees are £1,000 and you state that your visit will cost £1,050, it is likely that the caseworker will refuse your application.

These questions aim to provide the caseworker with an overview of your financial situation.
Paying for your visit

Will anyone be paying towards the cost of your visit?
This includes any costs being paid by an employer or a company, or if you are being given any money.

Yes  No

You will only see the following questions if you answer ‘yes’.

Help towards the cost of your visit

Who is paying towards the cost of your visit?

- Someone I know (for example, family or friend)
- My employer or company
- Another company or organisation

If you are receiving financial assistance from a family member or friend then you should provide their details and answer all questions fully.

If you are receiving financial assistance from your employer then provide details here; you should also include a letter which confirms this information.

If you are a visiting research student and receiving financial assistance from either the University of Warwick or your home institution, then you should enter their details here. Remember to include a copy of your scholarship letter which your application.

Who is paying towards the cost of your visit?

- My employer or company

How much money will they be paying towards your visit?

Why are they helping to pay for your visit?

If you are receiving financial assistance from your employer then provide details here; you should also include a letter which confirms this information.

Name

Address

Town/City

Province/State

Postal code (if applicable)

Country

Maximum of 500 characters

How much money will they be paying towards your visit?

Why are they helping to pay for your visit?

Name

Address

Town/City

Province/State

Postal code (if applicable)

Country

Maximum of 500 characters

If you are a visiting research student and receiving financial assistance from either the University of Warwick or your home institution, then you should enter their details here. Remember to include a copy of your scholarship letter which your application.

Maximum of 500 characters
If you are receiving financial assistance from more than one source, e.g. a parent and an employer, then answer ‘yes’ and the questions from the previous section will be repeated.

**Your planned length of stay**

Are you planning to come to the UK for up to 6 months or up to 11 months?

- [ ] Up to 6 months
- [ ] Up to 11 months

*Only offer holders for the year round Pre-sessional English Language course are eligible to apply for an extended 11 month short-term study visa.*

If you are applying for the 11 month visa, you must be taking an English language course. Please read the guidance on eligibility.

**Your visit to the UK**

You must give your planned dates of travel to the UK. This does not mean your visa will only be valid for these dates.

- Date you will arrive in the UK
  - Enter date in the format DD MM YYYY
- Date you will leave the UK
  - Enter date in the format DD MM YYYY

If your application is approved you will be granted a 6 month visa, however, you must state the dates that you actually intend to be in the UK.

You should not remain in the UK beyond the date that you say you are leaving as this may cause problems for your future UK visa applications.

**Spoken language preference**

We may have to talk to you about your application. Which language would you prefer to use?

- [ ] English
- [ ] Other

There is no English language requirement when applying for a short-term study visa, however, as you are coming to study at an English speaking institution it would be preferable to speak English if the Home Office contact you about your application.

**People financially dependent on you**

Does anyone rely on you for financial support?

Include both those travelling with you and those who are not.

This could include:

- children under 18
- children over 18 who live with you at home
- children who you look after all the time
- older relatives who need you for accommodation or other support

- [ ] Yes
- [ ] No

Please note, it is not possible to bring family members to the UK as your Dependants on a short-term study visa. This question is intended to provide the caseworker with more information about your background.
Give details about your first parent

What if I do not have my parents' details?

- [ ] I do not have my parents' details

What is this person’s relationship to you?

- Mother
- Father
- Stepmother
- Stepfather

Given names

Family name

Country of nationality

Have they always had the same nationality?

- Yes
- No

Their country of nationality when you were born

Give details about another parent

What if I do not have my parents' details?

- [ ] I do not have my parents' details

What is this person’s relationship to you?

- Mother
- Father
- Stepmother
- Stepfather

Given names

Family name

Country of nationality

Have they always had the same nationality?

- Yes
- No

Their country of nationality when you were born
Family who live in the UK
Do you have any family in the UK?
This includes:
- immediate family such as spouse, civil partner, parents or children
- grandparents or grandchildren
- your spouse or civil partner’s family
- your child’s spouse, civil partner or partner
- your partner, if you have lived with them for 2 out of the last 3 years

- Yes  - No

About your relative
Their relationship to you
Given names
Family name
Country of nationality

What permission do they have to be in the UK?
Ask your relative for the answer if you do not know it.

- They have a temporary visa
- They are in the UK permanently
- They do not have a visa and are not in the UK permanently
- I cannot contact my relative

This includes family members in the UK on temporary visas, such as visitors or students.
If you answer ‘yes’ then you will be required to provide more information, as below.

Other relatives who live in the UK
Do you have any other relatives who live in the UK?

- Yes  - No

If you have more than one relative in the UK you should answer ‘yes’ and give more details, as before.

Travelling as part of an organised group
Will you be travelling to the UK as part of an organised group?
This include travel companies or sports, work, or study groups.

- Yes  - No

In most cases you will answer this ‘no’.

If you are coming to Warwick as part of a study group from another University, perhaps to study an English language course, then answer ‘yes’ and give the name of your home institution:

Travelling with another person
Will you be travelling to the UK with someone who is not your partner, spouse, or dependant?

- Yes  - No

If you answer ‘yes’ then you will need to provide further details about the person travelling with you and their relationship to you.
If you answer ‘yes’ then you will need to answer the following questions.

Where are you planning to stay in the UK?
If you are staying with friends, other relatives, or in another person’s home, give their full name.

If you answer ‘no’ then you should provide more information about where you will stay during your visit.

If you have never visited the UK before then you should not see any further questions about your UK travel history.

If you have been to the UK before then you will need to provide more information.

UK travel history
How many times have you been to the UK in the last 10 years?

- Zero
- Once
- 2 to 5 times
- 6 or more times

You must answer this question honestly, remember, the Home Office UKVI will know if you have ever been issued a visa for travel to the UK.

You should include any trips made as a tourist or other visitor and any time spent in the UK as a student.
Your past visit to the UK

What was the reason for your visit?
- Tourism
- Business
- To study
- Transit
- Other reason

Date of visit
Enter date in the format MM YYYY
Month
Year

How long was your visit?

Medical treatment in the UK

Have you ever been given medical treatment in the UK?
- Yes
- No

You will then be asked to give details of what treatment you had and where, as well as whether you were told that you needed to pay for the treatment.

UK leave to remain

Have you applied for leave to remain in the UK in the past 10 years?
- Yes
- No

What is leave to remain?
Leave to remain is an application made whilst in the UK asking permission to stay in the UK.
You will only see this question if you answered that you have visited the UK before. You should answer honestly – the Home Office already know!

If the answer is yes, provide more details:

International travel history

How many times have you visited the following places in the past 10 years?
- Australia
- Canada
- New Zealand
- USA
- Schengen area

The next section asks about your previous international travel. Again, certain questions will only appear if you confirm that you have travelled within the last 10 years.

If you are not sure what the Schengen area is, please see the following link:
https://warwick.ac.uk/study/international/immigration/othervisas/travelling/europe
This section concerns previous travel to countries not covered in the earlier questions and you will only see the following questions if you answer ‘yes’.

Have you visited any other countries in the past 10 years?

- Yes
- No

Where you visited

Which country did you visit?

What was the reason for your visit?

- Tourism
- Business
- To study
- Transit
- Other reason

Date of visit
Enter date in the format MM YYYY

Month Year

Length of visit

Problems with immigration to the UK

Have you ever been:

- refused a visa for the UK
- deported from the UK
- removed from the UK
- required to leave the UK
- refused entry at the UK border

- Yes
- No

You must answer this question honestly...

Details of immigration problem

Give details of what happened

- An application for a visa was refused
- I was deported
- I was required to leave
- I was removed
- I was refused entry at the UK border

Date
Enter date in the format MM YYYY

Month Year

Give more details of what happened

A reference number or other background information will speed up the decision-making process.

Maximum of 500 characters
If you answer ‘yes’ to this then you will need to provide further details.

A ‘spent conviction’ is a conviction which, under the terms of Rehabilitation of Offenders Act 1974, can be effectively ignored after a specified amount of time.

Problems with immigration to countries other than the UK
Have you ever been:
- refused a visa for any country other than the UK
- deported from any country other than the UK
- removed from any country other than the UK
- required to leave any country other than the UK
- refused entry at the border of any country other than the UK

Give details of any time you were refused a visa or had to leave a country (other than the UK) for any reason.

☐ Yes  ☐ No

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

You must tell us about spent as well as unspent convictions.

War crimes
Answer honestly.

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

War Crimes are grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict.

The types of acts that may constitute a war crime include:
- wilful killing
- torture
- extensive destruction of property not justified by military necessity
- unlawful deportation
- the intentional targeting of civilians
- the taking of hostages
- Crimes against humanity
- Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons
- Genocide
- Acts committed with intent to destroy, in whole or in part, a national, ethnic, racial or religious group

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at legislation.gov.uk. It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately.

☐ Yes  ☐ No
Terrorist activities

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

Terrorist activities are any act committed, or the threat of action designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that:

- involves serious violence against a person
- may endanger another person’s life
- creates a serious risk to the health or safety of the public
- involves serious damage to property
- is designed to seriously disrupt or interfere with an electronic system

☐ Yes  ☐ No

Terrorist organisations

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

An organisation is concerned with terrorism if it:

- commits or participates in acts of terrorism
- prepares for terrorism
- promotes or encourages terrorism (including the unlawful glorification of terrorism)
- or is otherwise concerned in terrorism

☐ Yes  ☐ No

Terrorist views

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

Your previous employers

Tell us about work for the following types of organisation.

Include information for any paid or unpaid work for the types of organisation below.

You can select more than one option.

☐ Armed Forces (including compulsory national or military service)
☐ Government (including Public or Civil Administration and compulsory national service)
☐ Media organisations
☐ Security organisations (including police and private security companies)
☐ Judiciary (including work as a judge or magistrate)

Or

☐ I have not worked in any of the jobs listed above.

Provide more details where needed.

Give more detail.

Maximum of 500 characters
You can use this space to inform the caseworker of anything which you think may be relevant to your visa application but which is not already covered in the earlier sections.

If you are a continuing student returning to sit examinations or a PhD student attending a viva then you may wish to provide some additional contextual information about your situation so that the caseworker understands why you are applying for short-term study leave instead of a Tier 4 visa.

Visiting researchers and exchange students may wish to provide additional information about their home University.
You MUST include your passport or your visa application will be refused.

If you are making your short-term study visa application from somewhere other than your home country or the country where you ordinarily reside, you will be asked to supply evidence of the immigration permission (visa) you have which allows you to be in that country.

The document checklist generated by the application is not an exhaustive list of the documents you may need to provide.

Please refer to the following links for advice about the documents which you should provide in support of your visa application:

https://www.gov.uk/study-visit-visa/documents-you-must-provide

https://warwick.ac.uk/study/international/immigration/othervisas/studentvisitor/

If the caseworker does not believe that:
- you are a genuine student
- you have access to sufficient funds to finance your visit
- you intend to leave the UK at the end of your visit
they are likely to refuse your visa application.

There is currently no process to challenge a refused application to the short-term study route. It is up to you to prove that you meet the application criteria by providing all the necessary information and supporting documentation.