Visa Information Sheet for students applying from Kenya

UK Visas advice differs for each country, and this sheet will provide you with the information relevant for Kenya. Please note that if you are a national of Kenya but currently living in a different country, please refer to the information sheet for that country.

### Visa Application Centres

<table>
<thead>
<tr>
<th>Application fee</th>
<th>£298 if you are applying from outside of the UK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa Application Centre</td>
<td>VFS Global</td>
</tr>
<tr>
<td>Application Website</td>
<td>To apply, visit: <a href="http://www.visa4uk.fco.gov.uk/ApplyNow.aspx">http://www.visa4uk.fco.gov.uk/ApplyNow.aspx</a></td>
</tr>
<tr>
<td>Visa Application Centre</td>
<td>For VFS Global, visit: <a href="http://www.vfs-uk-ke.com/applicationcentre.html">http://www.vfs-uk-ke.com/applicationcentre.html</a></td>
</tr>
<tr>
<td>Address</td>
<td>Geomaps Centre, <a href="mailto:Info.ukke@vfshelpline.com">Info.ukke@vfshelpline.com</a></td>
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<tr>
<td></td>
<td>Matumbato Road</td>
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<tr>
<td></td>
<td>Upper Hill Nairobi - 00100 Kenya</td>
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<tr>
<td></td>
<td>P.O. Box 25180</td>
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</tbody>
</table>

If you do not have an appointment you will be turned away.

### Visa processing times

Data is available for the previous month’s processing times for the Visa Application Centre that you applied to. Visit this link for further information: [http://www.ukba.homeoffice.gov.uk/visas-immigration/general-info/processing-times/](http://www.ukba.homeoffice.gov.uk/visas-immigration/general-info/processing-times/)

### Further information

[http://www.ukba.homeoffice.gov.uk/countries/kenya/?langname=UK English](http://www.ukba.homeoffice.gov.uk/countries/kenya/?langname=UK English)

### Documentation for Tier 4 visa

Please note: all documents used to support your application that are not in English or Welsh must be accompanied by an official translation that can be verified by the UKBA. Please refer to the UKBA website for further Policy Guidance on translations.

<table>
<thead>
<tr>
<th>Essential documents required</th>
<th>Please refer to the Immigration Service website for full details: <a href="http://www.warwick.ac.uk/go/immigration/student/applying/">www.warwick.ac.uk/go/immigration/student/applying/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>- VAF9 –PBS Migrant application form</td>
</tr>
<tr>
<td></td>
<td>- PBS Appendix 8 General Student self-assessment form</td>
</tr>
<tr>
<td></td>
<td>- Tier 4 application fee</td>
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<td></td>
<td>- CAS</td>
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<tr>
<td></td>
<td>- Passport</td>
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<tr>
<td></td>
<td>- Biometric Residence Permit (if you have ever studied in the UK and have time remaining on your BRP)</td>
</tr>
<tr>
<td></td>
<td>- 2 passport photos</td>
</tr>
<tr>
<td>Police Registration:</td>
<td>not required</td>
</tr>
</tbody>
</table>

Consistency of spelling – It is very important that your name is always spelled the same on
The name you give in your Tier 4 application form must be written exactly as it appears in your most recent passport. The same applies when you are taking an iELTS/TOEFL/Pearson test.

If you are applying for a new passport prior to coming to the UK, it may be advisable to ask the passport issuing office that your name be spelled exactly as it was in your previous passport.

| Supporting documents required | Evidence confirming you have the required maintenance funds *  
|                             | Certificate of transcript of previous studies **  
|                             | Certificate of English Language **  
| If you are considered ‘low risk’, you will not normally need to provide all the supporting documents. These documents may however, be requested to support your application and you should have these available if required. | * If you are using a parent or guardian’s bank statement as evidence of your finances, you will need to get a letter from them confirming their relationship to you and that they agree for you to use the funds for your studies and your birth certificate confirming your relationship to them.  
| ** Any document that is listed within the CAS must be supplied. |

**TB Certificate**  
Migrants of Kenya applying to enter the UK for more than 6 months must present at the time of application a valid medical certificate confirming that they have undergone screening for active pulmonary tuberculosis and that such tuberculosis is not present in the applicant. For contacts please refer to: http://www.ukba.homeoffice.gov.uk/policyandlaw/immigrationlaw/immigrationrules/appendixt/.

**Sponsored students**  
Evidence of official financial sponsorship or consent to complete studies

**Bringing dependants**  
If you are applying for visas for your family at the same time, these documents will be relevant.

- VAF 10 – PBS Dependant application forms and fees for each dependant  
- CAS number of the main applicant  
- Passport (s)  
- 2 passport photos  
- Marriage certificate  
- Birth certificates  
- TB certificate if required  
- Evidence of official financial sponsorship or consent for main applicant to complete studies (if applicable)

**ATAS Certificate**  
This is dependent upon your course. It will be stated within your offer email if applicable.

**Visa Processing Time**  
Figures given below were taken on 13/06/13: 100% in 12 weeks. For more up-to-date information, please refer to the Home Office web page: http://www.ukba.homeoffice.gov.uk/visas-immigration/general-info/processing-times/
Credibility Interview

If you apply for a Tier 4 student visa you will need to sit a short interview when you attend the visa application centre to submit your application and biometric information. Please ensure you make a PBS Tier 4 appointment - which is for student applicants only - to attend the centre. The interview will focus on your reasons for coming to the UK; this is known as a credibility interview. A report of the interview will be sent to the visa officer who will consider it alongside your visa application and supporting documents. You may be called for a further interview if the visa officer needs more information. For more guidance please refer to the University's website: www.warwick.ac.uk/go/immigration/student/credibility/.

How to give Biometric Data

You must enrol your biometric information as part of the visa application process, unless you are exempt from this requirement. To enrol your biometric information, you must book an appointment at one of our visa application centres. Applicants under 16 years old must be accompanied by an adult when enrolling their biometric information. This adult cannot be a member of staff. There is no extra fee for enrolling your biometric information. - Fingerprints: To scan your fingerprints, they use a machine which complies with all relevant UK and international safety standards. - Facial photograph: They will photograph your full face. You must not be wearing sunglasses, tinted spectacles, hair across the eyes or anything that obscures your face, but you can wear a head covering for religious or medical reasons.

Low risk applicants

If you are considered 'low risk', you will not normally need to provide all the supporting documents. These documents may however, be requested to support your application and you should have these available if required. To be considered 'low risk', you must be sponsored by a Highly Trusted Sponsor, such as Warwick, and you must be already in the UK or applying for a Tier 4 visa in your country of nationality.

Students considered low risk currently are any UK National overseas or national of one of these countries: Argentina; Australia; Brunei; Canada; Chile; Croatia; Hong Kong; Japan; New Zealand; Singapore; South Korea; Taiwan *; Trinidad and Tobago; USA

* if you hold a passport issued by Taiwan that includes the number of the identification card issued by the competent authority in Taiwan

Academic fees and accommodation charges

Any money which you have paid to the University will be shown on your CAS. The Student Finance team will update your electronic CAS record to show how much money you have paid towards your fees for the 2012/13 academic year. You will receive email notification that this information has been added to your CAS; we suggest that you print out and retain a copy of this email for your records. You should not assume that your CAS has been updated until you receive email notification from the University.

From 6 April 2012 you may only deduct a maximum of £1000 from any monies paid towards University accommodation from the amount you must evidence for maintenance. Please check that the funds you demonstrate in your application are correct and still available at the day of your application.

Visa Refusal

If your Tier 4 application is refused and you applied from outside the UK, you should:

1) Read the refusal notice you are given which sets out the reasons for the refusal. This way you can avoid making the same mistake again.

2) Complete our online Refusals Form, ensuring that you attach a copy of the Refusal Notice www.warwick.ac.uk/go/immigration/student/refusals/notification.

The Immigration Advice Team will be in contact with you as soon as possible to determine the best course of action.

This information has been taken from the UK Border Agency website as of 23.5.2012 and should be used for guidance only. Please refer to the UKBA website for all immigration matters.