

Checklist – Making a Tier 4 visa application in the UK

Please prepare the following documents for your Tier 4 visa application. Documents may vary according to your individual circumstances. You can use photocopies of documents, but all passports need to be original. Any document not in English needs to be accompanied by an official English translation in line with UK Visas and Immigration (UKVI) requirements. More information can be found in the [Tier 4 Policy Guidance](#) and on our [University of East London Immigration pages](#)

Mandatory Documents	Tick
Confirmation of Acceptance of Studies (CAS)	
Passport/ travel document - current (valid) passport.	
Application submission coversheet - to be printed after submitting and paying for the Tier 4 visa application online.	
Biometrics appointment confirmation letter - to be printed after submitting and paying for the Tier 4 visa application online and booking an appointment.	
Immigration Health Surcharge (IHS) number - you will pay for the IHS as part of the Tier 4 visa application form.	
Academic certificate / transcript for each qualification listed on your CAS - if you are extending your visa for the same course you will not need to provide qualifications.	
Evidence of your English language qualification if stated on your CAS – if you are extending your visa for the same course you will not need to provide qualifications.	
Academic Technology Approval Scheme (ATAS) certificate - your CAS will state whether you need an ATAS. Please click here for more information.	
<p>Original financial documents - these must be in correct UKVI format. If you are using funds in your parents/ legal guardians' name you need your birth certificate and permission letter. You need to show you have access to £1,265 per calendar month of your course to a maximum of 9 months (£11,385) plus any unpaid tuition fees for the academic year. If using a bank account these funds must have been held in your account for a consecutive period of 28 days before applying for your visa and must not be more than 31 days old.</p> <p>Please see additional checklists to ensure your documents are in the correct format. Please email your documents to ISA if you would like an international Student Adviser check them before applying.</p>	
Up to date Police Registration Certificate - this is only required if your previous UK visa required you to register with the Police.	
Letter from your parents giving you consent for your visa application and to live independently in the UK and your original birth certificate - this is only required if you will be under 18 years old at the point of your application. Please note , if you are over 18 and still using your parents/ legal guardian's funds for your visa application, then you still need a permission letter and birth certificate.	
Translated document - if any document is not in English it must be accompanied by a certified English translation. Please see Tier 4 Policy Guidance for official translation guidelines.	

Please note: If you are applying with dependent(s) you may need additional documents. Please contact [ISA](#) for more information.