

## **Tier 4 Compliance Declaration**

It is important that you fully understand and comply with the conditions of your visa. In addition, it is also important that you understand the record keeping and reporting responsibilities placed upon the University of East London (UEL) as your Tier 4 sponsor by UK Visas and Immigration (UKVI).

### **Please complete the following declaration.**

As a Tier 4 visa holder, I fully understand and agree to comply with the conditions of my student visa during my studies at UEL as outlined below:

- non-compliance of Tier 4 visa conditions could mean withdrawal from my programme and a breach in visa conditions or a withdrawal from studies will be reported to UKVI;
- collect my Biometric Residence Permit (BRP) from the relevant Post Office on arrival in the UK;
- complete enrolment and register for modules on arrival at UEL and before the latest date to enrol;
- complete any re-enrolment as required within the required time period;
- pay tuition fees promptly, in line with any pre-arranged payment plan;
- promptly provide my original passport, visa and other relevant documents relating to my visa to the International Compliance Team (ICT) as required;
- register with the police within 7 days of arriving in the UK (if applicable) and update the certificate if I change address, obtain a new passport/visa, change place of study or my course;
- promptly notify and provide the ICT of any updates to my passport and/or visa, including visa refusal and change of visa category;
- provide accurate information to UEL as requested, understanding that failure to do so could have implications for my continued studies and Tier 4 sponsorship;
- study full-time on all required modules unless required to do re-sits or re-takes;
- attend all scheduled classes, meetings with tutors, dissertation meetings with a supervisor and any other arranged sessions, in line with UEL's Attendance Policy;
- notify the ICT prior to starting any work placement integral to my programme of study;
- work towards completing my course by the end date stated on my Confirmation of Acceptance for Studies (CAS) as this is likely to affect future Tier 4 sponsorship;
- notify the ICT if I fail a module/s which means that I would not be required to study for the next term; in such circumstances, I will be required to return to my home country within a 60 day period of my results being released and provide evidence of this;
- notify the ICT if I complete my studies earlier than expected;
- contact the International Student Advice (ISA) team for visa advice prior to making any decision regarding a change of course as this is likely to affect my visa;
- not take a break from studies unless there are exceptional reasons, for example, a serious illness, which I will need to agree with my School in advance and support with appropriate evidence; I will be required to return to my home country during the break period;
- work only as permitted by the conditions of my visa (full-time work only permitted during official vacation periods; re-sit students and students undertaking their dissertation over the summer cannot work full-time; PhD students remain registered throughout their whole period of studies and do not have an official summer vacation period);
- keep my contact details up to date on UEL Direct, including changes of address and telephone number and email address;
- notify UKVI of any significant changes in my circumstances, for example, change of address;
- give consent to UEL to liaise with UKVI in relation to my immigration status, as appropriate;

- seek help early from the ISA team on issues relating to my studies which may impact on my visa;
- ensure that I am fully aware of the responsibilities of my student visa complying with any future Government changes to Tier 4;
- adhere to any new procedures implemented by UEL in relation to Tier 4 student visa compliance;
- In order to be considered for a new CAS for a visa renewal, I must meet UEL's attendance and progression requirements as well as the Tier 4 requirements. In addition, I must apply to renew my visa before my current visa expires as UEL does not sponsor students who overstay their visa. UEL does not normally issue more than two CAS if they are unable to complete their course by the end date on the second CAS. UEL reserves the right to withdraw sponsorship or refuse a request for a new CAS if I do not meet the Tier 4 requirements and/or adhere to the conditions outlined in this document.