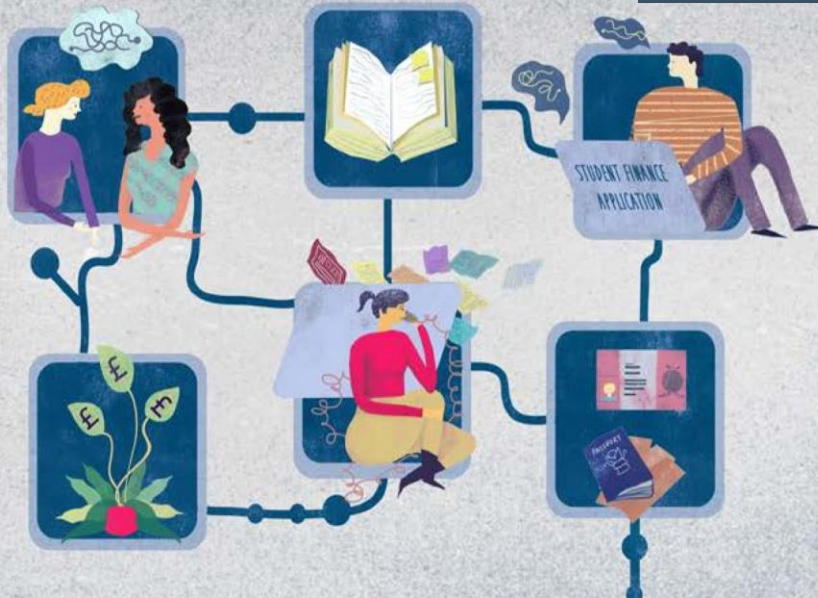


ual:

Student Advice Service
Your immigration and funding specialists



Student visa - Requirement Guide

For students applying inside the UK



Published May 2025. University of the Arts London has made every reasonable effort to ensure the accuracy and currency of this document. Information can change at very short notice, so we ask that you seek further advice from us before acting on its content. University of the Arts London does not take any responsibility for the content of external websites.

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Before applying – things to know

Can I extend my visa in the UK?

You must meet certain requirements to be able to extend your visa in the UK. If you are unsure, please contact us before applying or you risk having your application refused.

1. You **cannot** apply in the UK if you have one of the following types of visas:
 - Visitor
 - Short-term Student
 - Parent of a Child Student
 - Seasonal Worker
 - Domestic Worker in a Private Household
 - Permission outside the Immigration Rules.
2. Your new course of study must begin within 28 days (or earlier) of the expiry date of your current visa.

You should check the expiry date of your visa, and your official term start date on the University website or on your CAS statement.

3. Your new course must represent Academic Progression from your previous course. In general, this means that your new course must be at a higher level than your previous course and you must have successfully completed your previous course. You do not need to show academic progression in any of the following circumstances:
 - You have to repeat units, or you have already repeated units on your current course, and you need to extend your visa to cover the remaining length of your course.
 - You are doing a placement year in 2026 or have completed a placement year in 2025, and you need to extend your visa to cover the remaining length of your course.
 - For more information on Academic Progression see the [Student Route Policy Guidance](#) issued by the Home Office.

What is Student visa sponsorship?

Your visa is issued under the University's student sponsor license. As your sponsor, we have a legal duty to do all that we can to ensure that students enrol and comply with the conditions of their Student visa.

Further information about your responsibilities and the conditions of your visa can be found on our website.

When should I apply?

You must apply before your current visa expires but no earlier than 3 months before your new course start date. You should only apply when:

- you meet the financial requirements set by the Home Office
- you have the correct supporting documents
- you have received your Confirmation of Acceptance for Studies (CAS)
- you are sure that your course begins within 28 days of your visa expiry date
- you are sure that you meet the Academic Progression rules

How long will it take to process my application?

If you choose the Standard application, it will take at least 8 weeks to process the application. If you choose Priority Service, you should receive a decision 5 working days after your biometrics have been taken.

Can I leave the UK whilst my visa application is in progress?

You must not travel outside the UK (Common Travel Area) after you have submitted your visa application online. If you leave the UK, your application will be considered as withdrawn (cancelled) which can lead to issues at the border when you attempt to re-enter.

Online immigration status (eVisa)

The UK Visas and Immigration (UKVI) has developed a digital immigration system. This means they are replacing physical visa documents such as biometric residence permits (BRP) with an online record of your immigration status. This is known as an eVisa.

You will need to [create a UKVI account](#) to access your eVisa and share information about your immigration status and conditions, such as your right to work or rent in the UK, using the [view and prove service](#).

[Get access to your eVisa: Overview - GOV.UK \(www.gov.uk\)](#)

For further information see [Online immigration status: eVisas | UAL \(arts.ac.uk\)](#)

Making your Student visa application

Step 1: Prepare your documents

Do I need to provide original documents?

Once you have submitted your online application, you will need to provide your original documents. There are 2 ways to do this:

You may be directed to the UKVCAS (TLScontact) website to book an appointment at a UKVCAS service point centre to submit your documents.

You can scan and upload your documents before your appointment or with assistance at your appointment. If you choose to scan and upload your documents before your appointment, we recommend taking a hard copy of all your original documents to your appointment in case there have been any issues uploading your documents.

If you choose to scan your documents at one of UKVCAS' core appointment centres with assistance from UKVCAS, there will be an additional charge for doing so.

If you have previously submitted your biometrics (photograph and fingerprints) to the UKVI before, you may be invited to use the UK Immigration: ID Check app to complete your application.

If you are instructed to use the app, you will be asked to take a photo of yourself and your travel documents and upload your mandatory and optional documents using your smartphone. If eligible to use the app, you will not be required to attend a UKVCAS centre.

Do I need to provide translations?

If a document is not in English or Welsh, the applicant must provide a fully certified translation from a professional translator or translation company that can be independently verified by the Home Office. The translation must include all of the following information:

- confirmation that it is an accurate translation of the document
- the date of translation
- the full name and signature of the translator or an official from the translation company
- the translator or translation company's contact details

What documents are required?

Document	Information
CAS	This is not a document, but a unique number provided to you by UAL, which you must enter in your online visa application form.
Passport	Must be valid on the date you submit your online visa application form
Financial documents	Documents must meet specific requirements to be considered acceptable by UK Visas and Immigration. The exact requirements are discussed in this guide.
Qualifications	All the documents listed in the 'Evidence used to obtain offer' section of your CAS statement which include certificates or transcripts of qualifications which were used to assess your suitability for the course. If an English language test is listed here, you must provide this certificate. Note that you are not required to submit a portfolio, even if your CAS statement lists one.
Academic Progression	If you are required to meet the Academic Progression rules then you must provide proof that you have successfully completed the course for which you were given your current visa, e.g. certificate, official transcripts, a letter from your institution
English language ability	Your CAS will state how your English language ability has been assessed, and you may need to provide evidence of this.
Official translations	If any of your documents are not in English or Welsh, you must provide translations which meet specific requirements.
Parents' consent letter and evidence of relationship	If you will be under 18 on the date you submit your online visa application, your parents or legal guardians must provide a letter of consent for your studies in the UK, confirming your relationship. You must also provide evidence of your relationship with them.
Financial sponsor's consent letter	If a government or an international scholarship agency is currently providing financial sponsorship or have provided financial sponsorship within the last 12 months for studies in the UK, they must provide a letter of consent. Financial sponsorship means that all of your tuition fees and living costs are covered. The Student Advice Service can provide detailed requirements for the letter.

What is a CAS?

Your CAS number is a unique number assigned to you when the University provides information about you and your course to UK Visas and Immigration. You are sent a CAS statement by email which contains this number and other relevant information about you and your course. You should use this information to help you complete the relevant sections of your visa application form.

You will need to enter your CAS number in your online application form and the UKVI Caseworker will use this number to check the information held on their system about you, your course and the documents they are expecting you to provide as part of your visa application.

You are not expected to send a printed copy of your CAS statement as it is already held electronically on the UKVI computer system.

Who will send the CAS and when will I receive it?

Your situation	Point of contact
Students starting a new course	admissions@arts.ac.uk
Current UAL students continuing on the same course including those returning from Time Out, placement year or those repeating.	<p>The Immigration Compliance team (ICT) will contact you via the Student Portal at least 3 months before you are due to resume your course. You will also receive a notification to your UAL email address.</p> <p>If you do not receive an invitation, please contact the Immigration Compliance team via email: CASrequest@arts.ac.uk.</p>

You will be eligible for a Confirmation of Acceptance for Studies (CAS) number when:

1. your deposit payment has been received, and
2. you have met all the conditions of your offer.

Continuing students are not required to pay a deposit and will have already met the conditions of their offer.

CAS numbers will normally be emailed to eligible students **from** three months before the course start date.

English Language Requirements

You will meet the visa English language requirement if any of the following apply and you provide any necessary evidence. How your English language ability was assessed will be indicated on your CAS.

It's important to understand that these are the requirements for the visa application only. UAL has its own English language requirements which must be met as part of the conditions of your offer. You must read the University [website](#) to understand what documents the University will accept to assess your English language level which may differ from the list below.

- Higher Education Provider with a track record of compliance has assessed you as meeting the required level
Evidence: confirmed on the CAS 'HEI sponsor has made assessment', no other evidence required.
- National of a [majority English-speaking country](#)
Evidence: your passport
- Secure English Language Test (SELT) from an approved provider to the required level. Tests are only valid for 2 years.
Evidence: Enter your UKVI URN number on your visa application form
- Study abroad student studying in the USA on a course of study at degree level
Evidence: confirmed on the CAS, no other evidence required.
- Met in a previous application. This means that your previous visa application must have been successful and show the required level of English ability for the course level you are now applying for.
Evidence: None required as the UKVI caseworker will check on their available systems.
- Have a GCSE, A level or Scottish Higher qualification from an OFQual in English language or literature, gained through education undertaken while you were aged under 18 and in a UK school.
Evidence: Exam certificate, transcripts or printout from the awarding body's online checking service

If you're a student continuing on the same course who needs to extend your visa due to repeats, Time Out, or doing a placement year, you will not need to submit another SELT if that was how your English language ability was assessed when you applied to study at the University. However, if you have taken Time Out for 2 years in a row, please contact ImmigrationCompliance@arts.ac.uk for confirmation.

How much money do I need?

One of the main reasons for a Student visa refusal is because the applicant provides financial documents that do not meet the strict requirements set out by the Home Office.

On the **date that you pay for your visa application**, you are required to have a specific amount of money for your living costs and to be able to pay your tuition fees for the first year of your course.

There are only two exceptions to this rule: If you are applying for permission to stay and you have been living in the UK with a valid visa for 12 months or more on the date of the application, you do not need to show funds. You're also exempt if you're applying as a Student Union Sabbatical Officer.

Length of course	Money required
9 months or more	Tuition fees for the first year of your course as listed on your CAS plus £13,347 of maintenance
Less than 9 months	Tuition fees for the first year of your course as listed on your CAS plus £1,483 per month for each month of your course for maintenance. Partial months should be rounded up.

Your CAS will state your total tuition fees for the first year of your course and how much tuition fees you have paid to the University. [Any tuition fees left to pay must be shown as available to you in other evidence.](#)

How do I ensure that my tuition fee payments are shown on my CAS?

If you make any further tuition fee payments after your CAS has been emailed to you, this must be confirmed on your CAS. Otherwise, you must provide a receipt issued by UAL confirming the amount of fees paid. You will find this receipt in your student portal.

How can I show that I have the required amount of money?

You can show that these funds are available to you in the following ways:

1. Cash funds in your personal bank account e.g. savings or current account
2. Cash funds in your parent's/legal guardian's personal bank account
3. Official financial sponsorship
4. Specific types of student loans

1. Cash funds in your personal bank account

If you will be using your own money to meet the financial requirements, you must provide a document that confirms:

**28
days**

You must have held the required amount of money for 28 consecutive days up to the date of the closing balance

**31
days**

The closing balance date or the date of the last transaction listed on the document must not be older than 31 days on the date you pay for your visa application.

You can use a bank statement or a letter from your bank and it must contain the following information:

- Your name or your parent's or legal guardian's name
- The full account number
- Should be on official stationery or an electronic record
- Include information about the bank such as contact details or branch code
- The date of the statement or the letter, must not be older than 31 days on the date you pay for your visa application.
- That you have the required amount of money and it has been kept in the account for 28 consecutive days. It must not have dropped below the required amount at any point during those 28 days or your visa application will be refused.
- It must be a personal bank account or building society account, including a current, deposit, savings, pension or investment account from which the funds can be withdrawn immediately.
- Bank letters must be signed and on headed paper with contact information

Shares, bonds, overdrafts, credit cards and pension and investment funds from which funds cannot be withdrawn from immediately are not acceptable sources of funding.

2. Cash funds in your parent's/legal guardian's bank account

The bank statement or bank letter must meet all the requirements detailed above but be an account held in your parent's or legal guardian's name. You must also provide additional documents:

- Your original birth certificate, government-issued household register, adoption certificate or a court document naming your legal guardian.

If a birth certificate is not issued by your country, you should submit the relevant document issued by that country as proof of your birth and the names of your parents

- A letter from your parent/legal guardian confirming your relationship with them and that the funds can be used for your studies in the UK.

[See Appendix A for a sample bank statement](#)

[See Appendix B for a sample bank letter](#)

[See Appendix C for a sample certificate of deposit](#)

[See Appendix D for a sample parent's letter](#)

3. Official financial sponsorship

Financial sponsorship is where an applicant is given money to cover some or all of their tuition fees, living costs or both. A Student visa applicant can receive official financial sponsorship from:

- His Majesty's Government
- Your home government
- the British Council
- an international organisation
- an international company
- a university
- an independent school

You must provide an original letter of confirmation from your Financial Sponsor on official letter-headed paper. The letter must show:

- your name;
- the name and contact details of your official financial sponsor;
- the date of the letter;
- the length of your financial sponsorship; and
- the amount of money the sponsor is giving to you or a statement that your official financial sponsor will cover all of your fees and living costs.

If you are receiving a scholarship from UAL, you will be sent an original letter from the UAL Funding team confirming your scholarship. This can be used for the purposes of your visa application, or you can ask that these details be included on your CAS instead.

If your financial sponsor is only covering some of your course fees or living costs, you must show that you have the rest of the money needed from other acceptable sources.

4. Student Loan

Only the following types of student loans can be used for your visa application: a student loan provided by your national government, a government-sponsored student loan company or is part of an academic or educational loans scheme. You must submit an original letter from the loan provider which confirms the following:

1. be dated no more than 6 months before the date of application, and the date of the letter is dated no more than 6 months before the date of your visa application
2. confirm the loan is a student loan provided to the applicant by either the relevant government or a government-sponsored student loan company or an academic or educational loans scheme; and the money available as a loan
3. confirm there are no conditions on the release of the loan funds other than a successful application to study in the UK as a Student or Child Student; and
4. confirm the amount of the loan; and
5. confirm the loan is to the applicant; and
6. confirm the funds will be:
 - (i) available to the applicant before they travel to the UK; or
 - (ii) paid directly to the student sponsor before the applicant travels to the UK, with any living cost portion of the loan being made available to the applicant by the time they arrive in the UK; or
 - (iii) available before the applicant begins their course if the loan is provided by the applicant's national government;

US Federal Loans

If you are receiving a US federal loan by applying for FAFSA, an email from the UAL Funding team will be posted to you confirming your Federal loan. This can be used for your visa application. If you are taking out an educational loan from a private US lender such as Sallie Mae, you must obtain a letter from Sallie Mae which confirms all of the required information detailed above.

If your student loan only covers some of your course fees or living costs, you must show that you have the rest of the money needed from other acceptable sources.

If your money is not in GBP£

You must use www.oanda.com to convert the amount of money shown in your financial document to GBP£. You should include a printed conversion with your supporting documents, using the conversion rate on the date you pay for the visa application.

Step 2: Complete the online application form

All applicants are required to complete an online application form. You are advised to start the application form as soon as possible and familiarise yourself with the questions. You can log out and return to your application at a later date using the link sent to you by UKVI.

Access UK: <https://www.gov.uk/student-visa/extend-your-visa>

Our guide to completing the application form is available on our website.

UAL Guide: <https://www.arts.ac.uk/study-at-ual/international/immigration-and-visas>

Checking Service

If you would like the Student Advice Service to check your form and documents before paying for your visa application, please email student.advisers@arts.ac.uk with the following documents and wait for our feedback **before** submitting your visa application online.

At peak periods it will take up to 5 working days to receive feedback on your documents.

1. A copy of your CAS statement
2. Passport and current UK visa (if applicable)
3. Financial documents including any necessary parental evidence
4. Qualifications listed on your CAS
5. Confirm in which country you'll submit your visa application
6. A copy of your part completed visa application (up to the 'Declaration' section)
7. Your Student ID number.

Step 3: Your Immigration Health Surcharge number

Anyone applying for a Student visa will need to pay a healthcare surcharge (called the 'immigration health surcharge' or IHS) as part of your immigration application. This will allow you to access the National Health Service in the UK.

At the end of your Student visa application, you will be directed to the IHS website which will link your visa application form with your IHS number.

The amount you must pay will depend on the length of your visa, not your course duration. The IHS website will calculate the amount you need to pay, and you must pay the required fee to proceed to the next step with your visa application.

£776

Per full year
or part year
more than 6
months

£388

Per part year
less than 6
months

Example of a 3-year degree course:

Course duration	Visa length*	Immigration Health Surcharge
Oct 2025 to Jun 2028 2 years, 8 months	Sep 2025 to Oct 2028 3 years, 1 month	3 full years at £776 per year and 1 part year at £388 = £2,716

*Your visa will be valid from up to one month before your course begins and up to 4 months after your course finishes.

You can find further information about the Immigration Health Surcharge online including refunds:

<https://www.gov.uk/healthcare-immigration-application>

Step 4: Pay your visa application fee

How much is the visa application fee?

You must pay the visa application fee online once you have completed the online form and paid the IHS fee. **The date you pay for your visa is your visa application date** and you must meet all the requirements on this date not when you attend your appointment. The visa application fee depends on what type of service you choose:



£524*

Standard Service

Submit your visa application form online then book an appointment to attend a UKVCAS Service Centre to provide your biometrics. Scan and upload your documents in advance of your appointment. You should receive your decision within 8-10 weeks.



£1024*

Priority Service

Submit your visa application form online then book an appointment to attend a UKVCAS Service Centre to provide your biometrics. Scan and upload your documents before your appointment. You should receive a decision 5 working days after your biometrics. Your BRP is sent to you by courier.

*You also have to pay £19.20 to enrol your biometric information. When you pay for your visa application online, the total amount to pay will include the visa application fee and the biometric enrolment fee.

Delays can happen so do not make arrangements for travel outside the UK until you have received your eVisa from the Home Office.

Step 5: Submit your documents

Once you have paid your visa application fee, you will be able to download your Document Checklist and your online application form. Keep these somewhere safe on your computer or cloud-based storage. You will be asked to create a UKVCAS account on their website. UKVCAS are a partner with UKVI that organises the submission of documents and biometrics.

You will receive an email from UKVCAS asking you to wait while they check if your previous biometric information can be reused. After the check, you will receive an email with the subject:

- Book your UKVCAS appointment now or
- Download the UK Immigration app now.

If you're advised to book an appointment, then go ahead and book your appointment. Free appointments may only be available in Croydon, from 10 am Monday to Friday. Outside of these times, you need to pay extra. You will also pay extra if you use an Enhanced Service Centre. You need to upload your documents into your UKVCAS account on the website before your biometric appointment. Bring your passport and appointment confirmation with a printed-out QR code attachment to the appointment. We recommend taking a hard copy of all your original documents.

If you're advised to use the app, it means that you don't need to enrol biometrics again. You just need to upload your documents to the app and take a photo of your face.

Special differentiation arrangements for low-risk nationals

If your nationality or passport appears in the list below **and** you will be applying for a visa in the UK (or in the country/territory where you live), you do not need to submit the following documents:

- Proof of meeting the financial requirements
- Qualifications listed on your CAS in the 'Evidence used to obtain offer' section
- Proof of meeting the English language requirement



EU, EEA and Swiss nationals benefit from the differentiation arrangement.

ST22.1 <https://www.gov.uk/guidance/immigration-rules/appendix-student>

Australia	The Dominican Republic	Oman
Bahrain	Hong Kong SAR	Peru
Barbados	Indonesia	Qatar
British National (Overseas)	Japan	Serbia
Botswana	Kazakhstan	Singapore
Brazil	Kuwait	South Korea
Brunei	Macau SAR	Taiwan passport with residence number
Cambodia	Malaysia	Thailand
Canada	Mauritius	Tunisia
Chile	Mexico	United Arab Emirates
China	New Zealand	United States

However, **you must still meet all the requirements of the visa application on the date you pay for your application.** The Caseworker can contact you and request to see your documentary evidence whilst assessing your application, so we advise that you obtain the necessary documents and keep them in a safe place.

Step 6: Receive your visa decision and eVisa

Standard Service

It may take 8-10 weeks to receive your visa decision and eVisa.

You must not leave the UK whilst your visa application is in progress, this will lead to your visa application being withdrawn.

If your application is successful, you will receive proof of your permission to stay in the UK as a digital status. This is called an eVisa. This can be used to [view and prove](#) your immigration status online.

You should also receive a visa decision letter. This is normally sent via email. Your visa decision letter will tell you how to get access to your eVisa. (You'll need to create a UKVI account).

It is important that you keep your visa decision letter somewhere safe as it is proof of your grant of permission and carries details of the conditions of your visa.

For further information on eVisas, please see [Online immigration status: eVisas | UAL](#)

Priority Service

You should receive your visa decision letter (by email), and your eVisa, within 5 working days after you give your biometrics.

Visa Refusal

If your visa application has been refused, email your CAS and each page of your visa refusal letter to student.advisers@arts.ac.uk immediately for further advice or visit one of our college offices. Use 'visa refusal' in your email subject line. You will only have 14 days to take further action before you will become an overstayer.

Step 7: Check your eVisa

Once you receive your visa decision letter and eVisa you must check the following details are correct

- Your name, date and place of birth.
- Your picture.
- That it says you are a student
- The start and end dates of your permission. (see below for guidance)
- The conditions (i.e. work conditions). See the UCKISA website for guidance: [Working as an international student](#)

If there are any errors, follow the guidance on the following website or contact the Student Advice Service for advice:

[Report an error with your eVisa - GOV.UK](#)

<http://www.gov.uk/biometric-residence-permits/report-problem>

When will my new Student visa start and expire?

Permission granted for less than 6 months:

Course duration	Visa start date	Visa expiry date
Less than 6 months (not Pre-session course)	When the Home Office grants your Student visa application.	7 days after the course end date
Less than 6 months (Pre-session course)	When the Home Office grants your Student visa application.	1 month after the course end date

Permission granted for 6 months or longer:

Course duration	eVisa start date	eVisa expiry date
6 months or more but less than 12 months	When the Home Office grants your Student visa application.	2 months after the end of the course
12 months or more	When the Home Office grants your Student visa application.	4 months after the end of the course

Appendix A – Sample bank statement

The Royal bank of Oz

1 Anywhere Street

London

Phone: +44 0207 000 000

It should be on official stationery and include contact details or branch information.

It must have your **full** account number

Account number: [Your full account number]

[Your name]

It must have your name or your parent's name

Date: [Date of the statement]

Date	Description	Money In (£)	Money Out (£)	Balance (£)
17/07/2025	Transfer	35,000		35,000
20/07/2025	Rent deposit		500	34,500
25/07/2025	lunch		10	34,490
10/08/2025	books		20	34,470
13/08/2025	From Dad	12000		46,470
07/09/2025	Rent		500	45,970
08/09/2025	dinner		10	45,960
10/09/2025	Closing Balance			45,960

Count backwards 28 days from the closing balance date, e.g. 10/09/2025.

The closing balance date **cannot be older than 31 days** on the date you pay for your visa application, e.g. this bank statement can be used for a visa application as long as it is paid for by 11/10/2025

The required amount of funds must have been held **during these 28 days** e.g. between 13.08.2025 and 10.09.2025

Appendix B – Sample bank letter

The Royal bank of Oz

1 Anywhere Street

London

Phone: +44 0207 000 000

It should be on official stationery and include contact details or branch information.

[Date of the letter]

It must be dated and not older than 31 days on the date you pay for your visa application

To whom it may concern,

It must have your name or your parent's name

This letter confirms that [your name] is holding a (specify account type e.g. Current / Savings / Fixed Deposit) account in our bank. The account number is [your full account number].

It must have your **full** account

The total amount held on [date of the letter] is [specify currency e.g. EUR / CNY and amount XX XXX]. The lowest amount held over the previous 28 consecutive days was [specify currency e.g. EUR / CNY and amount XX XXX].

It must say how much money is in the account on the date of the letter and the lowest amount held over the previous 28 consecutive days.

Yours sincerely

[Signature of the bank staff]

[Bank staff name]

It should be signed by the bank staff member.

Appendix C – Sample Certificate of Deposit

It must have the bank name and logo



个人存款证明 PERSONAL CERTIFICATE OF DEPOSIT

The 'issue date' must not be more than 31 days old on the date of your visa application

号码 No.: 8849792
开立日期 Date: 2025/08/31

兹证明 Liang Cheng 先生 / 女士

(有效身份证件名称: 居民身份证 证件号码: 430602)
自 2025 年 08 月 31 日到 2025 年 10 月 31 日在我行存款如下:

We hereby certify that from 31/08/2025 (DD/MM/YYYY) to 31/10/2025 (DD/MM/YYYY)

Mr/Ms Liang Cheng
(type of valid identification Chinese)

It must have your name or your parent's name

has deposit accounts with the bank as follows:

存款账号 Deposit Accounts No.	存款种类 Type of Deposit	货币 / 金额 Currency & Amount	存入日 Deposit Date
10000254158875	活期 Saving account	410,000 CNY	2025/07/31

It must have the full account number

The 'deposit date' must be at least 28 days before the 'issue date' of the certificate

备注: 有关本个人存款证明相关说明详见背面条款, 请您仔细阅读。

Remarks: For notes of the Personal Certificate of Deposit, please refer to the terms and conditions on the back. Please read carefully.



Appendix D – Sample parents' letter if using their bank statements

[Date of the letter]

Dear UK Visas and Immigration,

I confirm that I am the [mother/father/legal guardian] of [your name].

I give consent for the funds in my bank account to be used by my child whilst they study in the UK.

Yours faithfully,

[Signature]

[Name of your parent]

Appendix E – Sample parents’ letter consenting to your studies in the UK (only required if you are under 18)

[Date of the letter]

Dear UK Visas and Immigration,

We confirm that we are the [parents/legal guardians]* of [your name].

We give consent for our child to make a Student visa application and give consent for their independent living and care arrangements in the UK, and their independent travel to and reception arrangements in the UK.

Yours faithfully,

[Signature] [Signature]

[Name of your parents][Name of your parents]

[Contact details of your parents]

*Please note that if only one parent signs the letter, they must confirm that they have sole custody of the student. If they do not have sole custody, both parents must sign and agree to the letter.

Further help and guidance

UK Visas and Immigration:

[Student Visa route](#) – Policy Guidance

[Appendix Finance](#)

[Appendix ST](#)

[Appendix English Language](#)

University of the Arts London

Visa Document Checking Service

If you are studying on one of the following courses, you will be contacted by email with information about how your documents can be checked and when to attend workshops for completing the online application form.

- Pre-sessional English
- Preparation for BA
- Pre-degree: Online

If you are **not** studying on one of the courses above and would like the Student Advice Service to check your form and documents before paying for your visa application, please email student.advisers@arts.ac.uk with the following documents and wait for our feedback **before** submitting your visa application online.

At peak periods it will take up to 5 working days to receive feedback on your documents.

8. A copy of your CAS statement
9. Passport and current UK visa (if applicable)
10. Financial documents including any necessary parental evidence
11. Qualifications listed on your CAS
12. Confirm in which country you'll submit your visa application
13. A copy of your part completed visa application (up to the 'Declaration' section)
14. Your Student ID number.

If you have any queries about your CAS, you should email the person who sent your CAS to you. The Student Advice Service do not have access to your CAS.

Contact us

- Email: student.advisers@arts.ac.uk – Please always include your full name and UAL student ID number.
- Telephone: +44 20 7514 6900 (Currently the lines are open between 10.00am and 4 pm).
- Search 'immigration' on www.arts.ac.uk to access our application guides or visit the [Student Advice Service web page](#).

UK Council for International Student Affairs (UKCISA)

UKCISA provide up-to-date immigration, fees and international student experience information for students and colleagues working with them.

<https://www.ukcisa.org.uk/>.

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