



# HARTPURY

## Application for Confirmation of Acceptance to Study (CAS)

- Read carefully and complete all sections that are relevant to you in full. An incomplete application will cause a delay.
- Take note of all the documents that you will need to submit alongside this application and be sure that you include them when sending your completed form

<b>Your full name</b> <i>(as stated in your passport)</i>	
<b>Please tick to confirm you have included a copy of your passport</b>	<i>You will need to include a copy of your current and any previous passports when you submit this form.</i>
<b>Programme/ Course name</b>	
<b>Hartpury ID Number</b> <i>(this is found on your offer letter &amp; invoice and begins 'HYC...')</i>	
<b>Your email address</b>	
<b>Nationality</b> <i>(as stated in your passport)</i>	
<b>Country of Birth</b>	
<b>Dual Nationality?</b>	Yes or No Countries:
<b>Date of Birth</b>	
<b>I am applying for</b>	<a href="#">Student Visa</a>
<b>Are you currently inside or outside the UK?</b>	Inside or Outside
<b>Inside only</b> – <i>Please tick to confirm you are lawfully resident in the UK</i>	<i>You will need to provide evidence of your current immigration permission to reside in the UK alongside this application form.</i>
<b>Are you a new applicant or a current student</b>	New applicant or Current Student
<b>Current students only</b> <i>Please tick which of these choices apply</i>	Previous FE (A-Level, Access, or BTEC) student
	Progressing from a Foundation degree to an Honours degree (Top-Up)
	I need to retake a module/s next academic year to complete my course
	I need to re-sit assessments scheduled after my visa expires
	I started on a different visa and must switch to a Student Visa
	Other (please specify)

<p><b>Have you previously been granted a visa to study in the UK?</b></p>	<p>Yes or No</p> <p><i>(If yes, you must include copies of every UK study visa you have been issued when you submit this form – you do not need to forward copies of visitor visas)</i></p>
<p><b>Have you ever had a UK visa application refused?</b></p>	<p>Yes or No</p> <p><i>(If yes, you must include complete copies of the refusal notice when you submit this form)</i></p>
<p><b>Do you have a current UK entry visa?</b></p>	<p>Yes or No</p> <p>If <b>Yes</b>; what type?</p> <p>Date of issue and expiry:</p> <p>Your sponsor name (e.g. educational institution):</p>
<p><b>Please put a tick in the box to confirm you have a financial document that meets UKVI criteria.</b></p>	<p><i>You must email a copy of the actual financial document you will be using in your visa application. Please note that Hartpury will not be able to generate a CAS until it is satisfied your financial document meets UKVI criteria</i></p>
<p><b>Please put a tick in the box to confirm you have read each of the important documents shown on the right:</b></p>	<p><b>Student Visa FULL application guidance</b>  <i>Found on the UKVI website at:</i>  <a href="https://www.gov.uk/government/publications/points-based-system-student-route">https://www.gov.uk/government/publications/points-based-system-student-route</a></p>
	<p><b>Student Guidance - Applying for a Student visa</b>  <i>(this was provided to you with your offer of place)</i></p>
	<p><b>Global Student Guide 2021/22</b></p>
<p><b>Do you require an IELTS certificate to study in the UK?</b>  <i>Please note that you will not need to prove your knowledge of English if you are from one of the 'Majority English Speaking countries' shown on the exemption list, given at the UKVI link below.</i>  <i>If you are from a country that is <u>not shown</u> on the list at the link below then an <u>IELTS certificate will be required</u> for your visa application:</i>  <a href="https://www.gov.uk/student-visa/knowledge-of-english">https://www.gov.uk/student-visa/knowledge-of-english</a></p>	<p>Yes or No</p> <p>If yes, you must provide your current, valid IELTS certificate before your CAS can be issued</p> <p>If no, please tick one of the options below to advise us why you do not require an IELTS certificate:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> You are a passport holder from a majority English Speaking country</li> <li><input type="checkbox"/> You have a degree from a majority English Speaking country</li> </ul>
<p><b>How did you apply?</b>  <i>(please tick one)</i></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Hartpury Online Application Form</li> <li><input type="checkbox"/> UCAS</li> <li><input type="checkbox"/> Private agent (provide name and contact information)</li> </ul>
<p><b>Do you intend to submit your visa application inside or outside the UK?</b></p>	<p>Inside or Outside</p>

<b>Where will you be submitting your visa application?</b>	Provide name and location of visa office, consulate or embassy:	
<b>Have you previously studied in the UK?</b>	Yes or No  <i>If Yes: Provide details on a separate page of every course: Course title, Level of Course, Name of the education institution Start &amp; end dates:</i>	
<b>What will be your Programme of study at Hartpury?</b>		
<b>What is your intended start month and year?</b>	Month:	Year:
<b>How long is your programme of study?</b>	year/s	
<b>Have you been offered a place in Hartpury Accommodation?</b>	Yes or No	
<b>Will you be paying the all-inclusive package fees or tuition only?</b>  (If you elect to pay tuition only, please note that any applicable accommodation fees will be invoiced separately)	All-inclusive package or Tuition only	
<b>How much are your fees for the year?</b>	£	
<b>Have you been awarded a Hartpury scholarship or bursary?</b>	Yes or No  <i>If Yes; please give the amount awarded?</i>	
<b>Are you sponsored by an official financial sponsor?</b>	Yes or No	<i>NOTE: An Official financial sponsor would be either the UK government, your home government, the British Council or any international organisation, company, university or UK independent school.</i>
<b>Will your sponsor cover all of your course fees?</b>	Yes or No	<i>You will need to submit your official letter of sponsorship when you submit this form.</i>
<b>If you have paid some of your fees already, please indicate the amount paid.</b>	£	
<b>Have you secured a receipt from the Hartpury Finance Team for any fees paid?</b>	Yes or No  <i>If no; please email <a href="mailto:finance@hartpury.ac.uk">finance@hartpury.ac.uk</a> to procure a formal receipt for the amount paid. You will need this receipt for your visa application</i>	

**DECLARATION:**

- I confirm that the information I have given on this form is complete and true to the best of my knowledge and belief.
- I understand that to be eligible to apply for a CAS I must either be an applicant holding an unconditional offer on a course at Hartpury; or a current student who needs to retake a module or modules; or a student who started on a under a different visa and now needs to apply for a Student Visa to continue study.
- I understand that for Hartpury to assign a CAS they will need to be satisfied that the course I intend to study complies with Student Visa requirements (e.g. is full time), my visa application is likely to be successful; I will comply with the conditions of my Student Visa leave; the documents I submit are genuine; I have not exceeded or will not exceed by the end of my course, the maximum amount of time permitted under UKVI regulations; I have sufficient time to submit a Student Visa application , travel to the UK, and complete enrolment formalities (including paying fees) prior to the enrolment deadline.
- I confirm I have read and understood the financial requirements for a Student Visa application, and I understand that if I do not fully adhere to these guidelines my visa application is likely to be refused.
- I understand that under the conditions of a Student Visa my attendance and progress on my course will be monitored by Hartpury and if I do not attend as required I may be reported to UKVI.
- I understand that Hartpury cannot be held responsible if my, or my dependents, visa applications are refused or returned invalid, or for any loss of fees application related or otherwise.
- I understand Hartpury reserves the right to discontinue sponsorship of my Student Visa, at any time, if it considers the continuation of sponsorship poses a risk to its Visa Sponsor Licence.
- I understand that if at any time I lose my leave to remain in the UK Hartpury is required by law to withdraw me from my course of study and reserves the right to defer my studies.
- I confirm that in the event I am given exceptional permission to submit an in country visa application via Public Enquiry Office or solicitor I will bring my new visa to Hartpury International and Admissions department within 7 days of it being issued to me. I understand failure to bring in the new visa could result in my withdrawal from my course and cessation of Hartpury sponsorship.
- I give permission for Hartpury International and Admissions to communicate with the UKVI and UK Police regarding any aspect of my visa application and my personal data.

Name

Date

Signature.

**NB:** Complete this form, print, sign and date (by hand); then scan and email the form to [international@hartpury.ac.uk](mailto:international@hartpury.ac.uk) with copies of all supporting documentation.