

Who completes this form and when?

Cat. 1

Students who have had an interruption to their studies for academic, medical, personal or financial reasons and are expected to resume their course in the coming academic year. A new Tier 4 visa is required before your travel date.

Intercalated MBBS students can extend their Tier 4 visa from within or outside the UK.

Your CAS Request form must be submitted at least **three months** before the course start date of your returning academic year.

Cat. 3

Current students who are offered a transfer to an Integrated Masters degree (e.g. MSci, MChem, MComp, MEng, MMath and MNatSci) from their initial three-year Bachelors degree and require a new Tier 4 visa to cover the full length of their new course.

You can make your Tier 4 visa application from within or outside the UK. Your CAS Request form must be submitted as soon as you are informed of the course transfer decision and you must **not** start the new course until you submit your Tier 4 visa application.

Cat. 2

Current students who have retaken a year or modules during their valid Tier 4 visa, have had their course end date extended to a further year and need to apply for a new Tier 4 visa to complete their course.

A new Tier 4 application can be made from within or outside the UK before your current visa expires. Your CAS Request form must be submitted at least **three months** before the expiry date of your visa.

Cat. 4.

Current students wishing to transfer to a new course (e.g. transferring from an Integrated Masters to a three-year Bachelors degree) and have been informed that a new visa is required before commencing that course.

You can only make your Tier 4 visa application from outside the UK. Your CAS Request form must be submitted as soon as you are informed of the course transfer decision and you must **not** start the new course until you receive your new Tier 4 visa.

All students are encouraged to consult with International Student Advisory Team (ISAT@uea.ac.uk) in Student Support Service if uncertain of which category applies to their situation.

Students returning for **re-assessment** need to apply for a **Short-term Study Visa**. A supporting letter for your Short-term Study Visa application is available at your LTS Hub upon request.

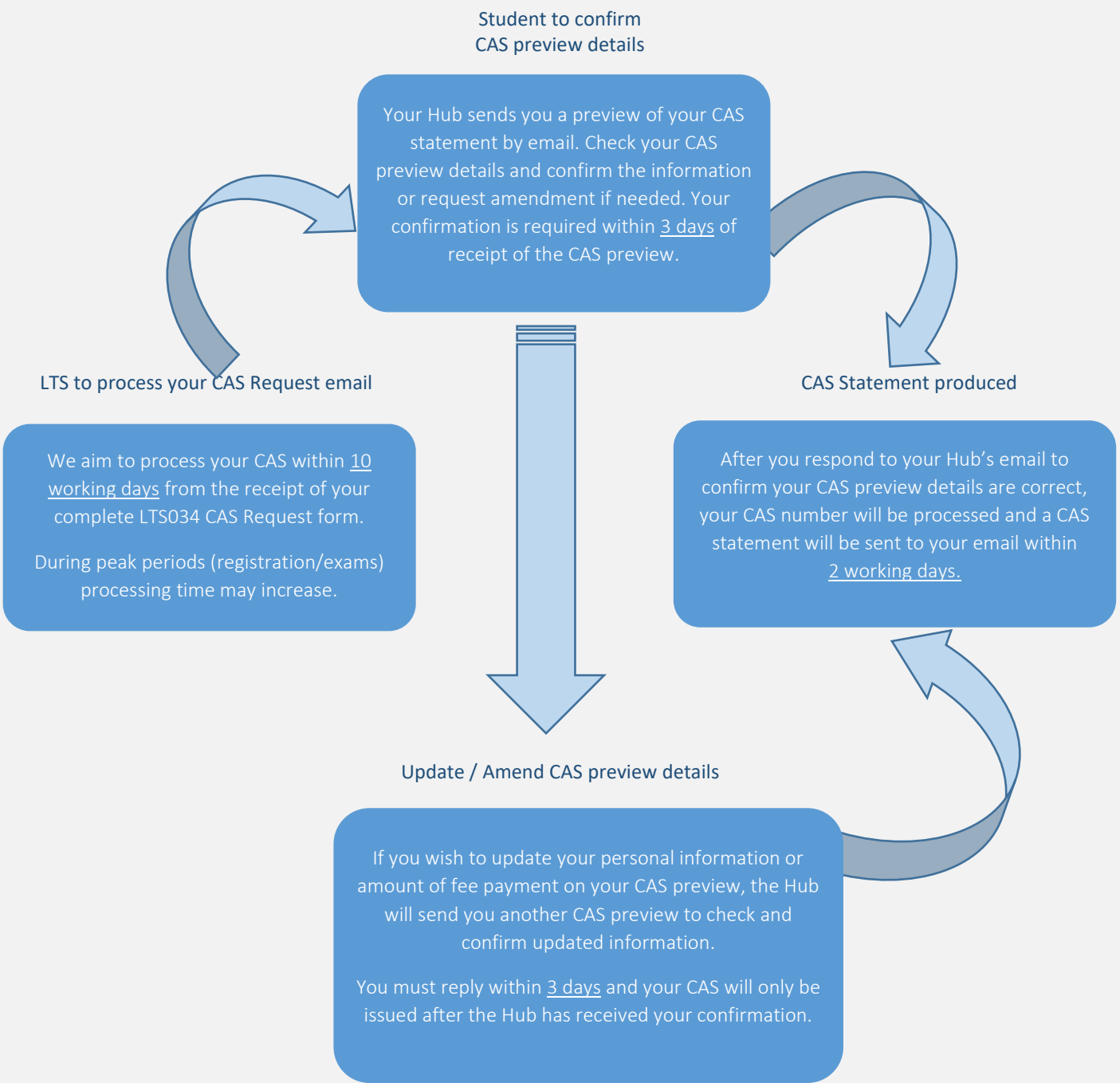
Ensuring your CAS Request is not delayed

1. Answer all questions in the form.
2. Submit the form via email and supply copies of all relevant documentation:
 - bio-data page of your current passport
 - latest/current UK visa
 - scholarship/sponsorship letter (if applicable)
 - all pages of previous UK visa refusal letter (if applicable)

Next Steps

1. It is recommended that you book an appointment with the International Student Advisory Team (ISAT@uea.ac.uk) to discuss your visa application and have the application checked, and submitted if possible.
2. If your visa application is successful, you must inform your LTS Hub need to inform your LTS Hub of the outcome and your expected arrival date. On arrival, bring your passport and new visa to Student Visa Compliance Team (Room 1.120, Admissions Office, Lawrence Stenhouse Building, Student.VisaCompliance@uea.ac.uk) to complete mandatory right to study checks and update your visa record at the University. **This check is required before you are allowed to commence your study again.**
3. We hope not but if your visa application is unsuccessful, you must inform your LTS Hub of the outcome and send all pages of your visa refusal letter to the Hub so that we can advise you on what to do next.

How long does it take to receive your CAS number?



Information in this guide is correct at the time of publication. The document is reviewed annually in April and may be updated at any times in accordance with changes in the UK Immigration Rules and Tier 4 visa Guidance.