

## POINTS BASED SYSTEM APPENDIX 8 (NOV 2012) TIER 4 (GENERAL) STUDENT SELF-ASSESSMENT

This form is for use outside the UK only This form is provided free of charge.

For official use only

## **▶ READ THIS FIRST**

## This form must be completed in blue or black ink.

Please ensure you submit all relevant, original documents as indicated in the sections. It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be banned from coming to the UK for 10 years if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws in the UK. If you qualify for our differentiation arrangements you will normally be required to provide fewer evidential documents with your application. Where you are exempt from having to provide a document, or group of documents, you must still complete the relevant sections to confirm you meet the requirements and you hold the evidence in the manner required. The UKBA reserves the right to request the full range of documents from Tier 4 students in all cases.

An applicant aged over 16 and coming to study a course at or above NQF level 3 can choose to apply either as a Child (Student) or a (General) Student and meet the appropriate criteria.

Please ensure you also complete the main Personal Details form.

Thease ensure you also complete the main reisonal Details form.		
Part 1 About You		
1.1 Given name(s) >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	1.2 Family name	
Part 2 Parent/Guardian details to be complete If applicant is 18 or over, skip to Part 3	ted only where the applicant is 16 or 17 years old.	
Parent/Guardian 1 2.1 Give your parent or guardian's given name >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	2.2 Give your parent or guardian's family name	
2.3 Give your parent or guardian's full contact address, >>>> including postal code.	2.4 Give details of your relationship to your guardian (leave blank if you do not have a guardian)	
Parent/Guardian 2 (if applicable) 2.5 Give your parent or guardian's given name >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	2.6 Give your parent or guardian's family name	
2.7 Give your parent or guardian's full contact address, >>>> including postal code.	2.8 Give details of your relationship to your guardian (leave blank if you do not have a guardian)	

2.9 Give the full address of where you will be residing in the UK including the postal code. If this is not known and your Tier 4 sponsor is arranging your accommodation give the contact details of the person doing this, and/or the temporary address you will use on arrival.	2.10 You must provide a letter of consent to this application from your parent(s) or legal guardian. Put a cross (X) in the box to confirm you have done so (See the Tier 4 Policy Guidance for details of what this must contain).
2.11 Will you be travelling to the UK alone? Put a cross in the re	levant box
Yes - Go to Part 3	No - Complete Question 2.12
2.12 Provide full details of up to two adults who will accompan	y you Full name
	T dii TidiTiO
Address including postal code	Address including postal code
Talanhana Na	Tolophono No.
Telephone No.	Telephone No.
Nationality	Nationality
Passport No	Passport No
Exact relationship to you	Exact relationship to you
Part 3 Tier 4 Sponsor (Education Provide	r) contact details
3.1 Give the full name of your Tier 4 Sponsor	
3.2 Give your Tier 4 Sponsor's Licence Number >>>>>>>>>	3.3 Give the full address of your Tier 4 Sponsor including postal code

Part 4 Course details	
4.1 Give the title of your course of study >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.2 Give the academic level of the course or qualification awarded when the course is finished. For example the National Qualification Framework level; or for English language course the CEFR level should be given e.g. B2.
4.3 Give the start and end dates for your course of study >>> From  D D M M Y Y Y Y Y To D D M M Y Y Y Y Y Y	4.4 Give the full address of your primary site of study, including postal code. See the Tier 4 Policy Guidance for an explanation of primary site of study.
4.5 Have you already started studying this course?	
Put a cross (x) in the relevant box  Yes  No - Go to Part 5	
You require 30 points from this part, or your applicant 5.1 Confirmation of Acceptance for Studies (CAS) Select to confirm of Acceptance for Studies, Put a cross (X) in the box  5.2 What is your Confirmation of Acceptance	
for Studies Number?  5.3 Confirm which of the following options applies. Put a cross (x)	) in the relevant box
Studying - <b>Go to Question 5.4</b> Undertaking a foundation programme as a Postgraduate	Undertaking a post as a Sabbatical Officer  Go to Question 5.6
Doctor or Dentist - Go to Question 5.6  5.4 Unless you are exempt under differentiation arrangements, and/or original transcripts of results and/or references that are sponsor.  Put a cross (X) in the box to confirm you have done so if this applies to you	
5.5 Have you been assessed by your sponsor by other means, for part of a study abroad programme, by your sponsor's internal tea (state which)? (Please do not submit this) Put a cross (X) in the  Yes - Say how you have been assessed in the space below	or example by progress on a continuing course of study, as st, a portfolio of artwork, or other means as stated on your CAS relevant box.
Yes - Say how you have been assessed in the space below then <b>Go to Question 5.6</b>	No - Go to Question 5.6

## **English language ability**

Your sponsor must ensure that you are competent in English language before assigning you a CAS. Your sponsor must check you are competent at a minimum level of CEFR B1 for courses below NQF level 6. (This also applies if you are studying an English language course, a pre-sessional course before a degree and a foundation degree), and at CEFR level B2 for courses at NQF level 6 and above. The English language requirement may be waived if you are considered to be a gifted student by your sponsor, you are studying at a Higher Education Institution (HEI), and authorisation has been given by the academic registrar. Before completing this section of the form you should refer to the Immigration Rules and Tier 4 policy guidance to check how your English level has been assessed.

5.6 Put a cross (X) in one box to indicate now you meet the minim	um English language requirement relevant to your course.
National of a majority English speaking country - Go to Question	n 5.7
Academic qualification equivalent to UK degree, taught in majorit	ty English speaking country - Go to Question 5.8
English language test - Go to Question 5.10	
Previous study as a child student (or under the student rules that	t were in force before 31 March 2009) - Go to Question 5.12
Your sponsor is a Higher Education Institution, and has made its Question 5.14	own assessment of your English language ability - Go to
Your sponsor is an HEI, considers you to be a gifted student and Your CAS must confirm that the Academic Registrar has approve	d has waived the English language requirement. ed the waiving of the language requirement <b>Go to Question 5.14</b>
5.7 Majority English speaking country.	
Antigua and Barbuda; Australia; The Bahamas; Barbados; Beli. New Zealand; St Kitts and Nevis; St Lucia; St Vincent and the Gre	
If you are a national of one of the countries listed above you are d	eemed to have the appropriate standard of English language
Give your nationality This should be the nationality shown in the passpo	ort/travel document you wish to use for this application.
	Go to Question 5.14
5.8 Academic qualification equivalent to UK degree, taught in major	ority English speaking country
Antigua and Barbuda; Australia; The Bahamas; Barbados; Be New Zealand; St Kitts and Nevis; St Lucia; St Vincent and the C The United States of America	
If you have completed an academic qualification at least equivale countries listed above you are deemed to have the appropriate st	
Give your academic qualification and the country it was taught in	
5.0 Dut a avec (V) in the houte indicate what oridens were house	arma lia d
5.9 Put a cross (X) in the box to indicate what evidence you have so Original test certificate	Evidence not required under guidance but held by applicant Go to Question 5.14
<b>5.10 English language test.</b> For a list of acceptable tests see the link Awarding Body	in the Tier 4 Policy Guidance. <i>Provide details of the test taken:</i> Title of qualification
Level of qualification >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Date of Award
	D D M M Y Y Y
Award reference number	
5.11 Put a cross (x) in the box to indicate what evidence you have	
Original test certificate - Go to Question 5.14	Evidence not required under guidance but held by applicant Go to Question 5.14

5.12 Please give details of your previous place of study and cours (or under the student rules that were in force before 31 March 200 under 18 years old) which was:		
At least six months in length; and		
• Ended within two years of the date the sponsor assigned your C	Confirmation of Acceptance for Studies.	
Name of Institution >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Title of Course	
Qualification	Year of Award	
	YYYY	
Date of Award		
Start date DDMMMYYYY	End date DDMMMYYYY	
5.13 Put a cross (X) in the box to indicate what evidence you have	e supplied	
Original course certificate	Evidence not required under guidance but held by applicant	
ATAS certificate		
<b>5.14</b> Are you required to obtain permission from the Academic Te Guidance for the circumstances when this is required) <i>Put a cross (X)</i>		
Yes - Go to Question 5.15	No - Go to Part 6	
5.15 Put a cross (X) in the box to confirm you have provided the Scheme (ATAS) clearance certificate. Then Go to Part 6	original of your Academic Technology Approval >>>>>>	
Sabbatical Officer		
5.16 Put a cross (X) in the box to confirm you are applying as a Sa Confirmation of Acceptance for Studies from your sponsor, provided in		
Postgraduate Doctor or Dentist		
5.17 If you intend to be a Postgraduate Doctor or Dentist we will You must send us all of the original certificate(s) and/or original tr Medicine or Dentistry that are listed in the CAS.  Put a cross (X) in the box to confirm you have done so.		
Part 6  Maintenance (Funds) You must have a minimum level of funds to cover your course fees and support yourself. You should refer to the Immigration Rules and the Tier 4 Policy Guidance. You need 10 points from this part, or your application will be refused.		
6.1 How much are the fees for your course of study? The figure sho	ould be the same as in the CAS	
which will be used as the specified evidence for this. If you will be studence school this will include course fees and boarding or lodging fees.	142	
• If you are beginning a new course give the fees for the first year of the		
• If you are a applying for a further period of leave to continue an existing course, give the course fees that you still need to pay to the end of the current academic year, if you are part way through the year; or for the next academic year if you will continue on your course at the start of the next academic year. If you have no course fees to pay put £0.00 in the box.		
• If this will be part of a study abroad programme give any fees you will be required to pay to the UK education provider for the first year of your course, or for the entire course, if it is less than one year's duration.		
• If you have no fees to pay the UK education provider put £0.00 in the	e box.	
6.2 Have any of your course fees been paid? Put a cross (X) in the Yes - Paid to UK Education Provider. Enter the amount in the box below then - Go to Question 6.3	Yes - Paid to Overseas Higher Education Institution (Zero fee on CAS) - <b>Go to Question 6.3</b>	
£	No - Go to Question 6.4	
6.3 Put a cross (X) in the relevant box to show what document ha	as been provided as evidence of payment.	
Shown in the CAS	An official, original receipt	
Evidence not required under guidance but held by applicant		

0.4 Fut a cross (A) in the box to commit you have sufficient fund	s to cover remaining course lees due for payment.
6.5 Do you have an established presence in the UK? Put a cross	(X) in the relevant box.
Yes - Go to Question 6.9	No - Go to Question 6.6
6.6 Initial application  Put a cross (X) in the relevant box to confirm your primary site of study.  London Boroughs and how to assess your primary site of study.	ly. See the Tier 4 Policy Guidance for an explanation of the Inner
Inside the Inner London Boroughs Go to Question 6.7	Outside the Inner London Boroughs Go to Question 6.8
6.7 You must have £1000 per month to cover >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	6.8 You must have £800 per month to cover maintenance in the UK (up to a maximum of 9 months).  See the Tier 4 Policy Guidance for a full explanation of maintenance charges. Calculate the amount you will require and enter this in the space provided. Go to Question 6.12
6.0 Extension application (actablished pressure)	
6.9 Extension application (established presence)  Put a cross (X) in the relevant box to confirm your primary site of study.  London Boroughs and how to assess your primary site of study.	ly. See the Tier 4 Policy Guidance for an explanation of the Inner
Inside the Inner London Boroughs Go to Question 6.10	Outside the Inner London Boroughs Go to Question 6.11
6.10 You must have £1000 per month to cover >>>>>>> maintenance in the UK (up to a maximum of 2 months).  See the Tier 4 Policy Guidance for a full explanation of maintenance charges. Calculate the amount you will require and enter this in the space provided. Go to Question 6.12	6.11 You must have £800 per month to cover maintenance in the UK (up to a maximum of 2 months).  See the Tier 4 Policy Guidance for a full explanation of maintenance charges. Calculate the amount you will require and enter this in the space provided. Go to Question 6.12
£	£
6.12 Have any of your accommodation fees been paid to your sp  Yes - Paid to UK Education Provider. Enter the amount in the box below then - Go to Question 6.13	Ponsor? Put a cross (X) in the relevant box.  Yes - Paid to Overseas Higher Education Institution Go to Question 6.13
£ see Tier 4 guidance for limit	No - Go to Question 6.14
6.13 Put a cross (X) in the relevant box to show what document h	nas been provided as evidence of payment.
Shown in the CAS	An official, original receipt
Evidence not required under guidance but held by applicant	
6.14 Showing funds Do you receive support from a financial sponsor that meets the (See Tier 4 Policy Guidance for definitions) Put a cross (X) in the relevant	
Yes - Provide name of official financial sponsor	No - Go to Question 6.17
6.15 Put a cross (X) in the relevant box to confirm what evidence	of financial sponsorship you have provided.
An original letter to confirm the financial sponsorship from an o	fficial financial sponsor or Government sponsor.
You are receiving official financial sponsorship from your Tier 4 financial sponsorship are included in the CAS.	licensed sponsor (e.g. a scholarship or bursary), and details of the
Evidence not required under guidance, but original letter to cor government sponsor, held by applicant	nfirm the financial sponsorship from an official financial sponsor or
Go to Question 6.16	

6.16 Complete the box(es) to indicate expenses.	how much the official finance	cial sponsor	or Government sponsor is paying towards your
For Course fees		For Maintena	ance
£		£	
6.17 Do you have any remaining fees	and maintenance still due fo		
Yes - Complete the boxes below	w	No -	No money due, no evidence needed Go to Part 7
Course fees >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	£		
Maintenance >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	£		
Total >>>>>>>>>	£		
6.18 Do you have money in your own	name? Put a cross (X) in the	relevant box.	
Yes - Go to question 6.20		No -	Go to question 6.19
Have money in parent / legal gual Go to question 6.19	rdians bank account.		
6.19 Put a cross (X) to confirm what e	vidence you have provided		
A letter from your parent or legal guardian		Evider	nce not required under guidance but held by applicant
Put a cross (X) to confirm that you hav	e provided one of the follow	ving pieces of	of evidence of the relationship.
Birth Certificate naming Student ar	nd Parent(s)	Court guard	document naming the student and the legal dian(s)
Certificate of adoption naming the student and the adoptive parent(s)  Evidence not required under guidance but h		nce not required under guidance but held by applicant	
	<b>ents must be originals.</b> The f	unds must ha	has been supplied to cover all maintenance and fees ave been in your (or your parent or legal guardian's) rior to the date of your application.
Personal bank or building society s	statements	Savino	gs or building society pass books
Letter from a bank or building soci or the agreement of a loan	ety confirming the funds		r from a regulated financial institution confirming funds agreement of a loan.
Evidence not required under guida	nce but held by applicant		
	tly verified by the UK Border A		e not in English or Welsh must be accompanied by a priginal translation must contain confirmation from the

• the translator's contact details.

Part 7 Summary Sheet		
Please complete the summary sheet below, listing the points you have claimed and the documentation provided. You must provide the required evidence as specified in this application form and the Tier 4 Policy Guidance. All documents must be originals unless otherwise stated. Failure to submit required evidence is likely to lead to refusal of the application.		
Points Scoring Area	Points Claimed	Documents provided/held by applicant (please list)
Possession of a CAS (30 points)		
Maintenance (Funds) (10 points)		
Total		
I confirm I have completed the separate Applicant's signature	Personal Details form	and accept the contents of the declaration.  Date
		D D M M Y Y Y
Parent/Legal Guardian's signature (If applicant is 16 or 17 years old)		Date
		D D M M Y Y Y
YOU MUST SUBMIT A PAPER COPY OF THIS APPENDIX WITH YOUR SUPPORTING DOCUMENTS. ENSURE YOU ALSO COMPLETE THE PERSONAL DETAILS FORM EITHER ON PAPER OR ON LINE. YOU SHOULD SIGN THE DECLARATION AND SUBMIT THIS WITH YOUR OTHER DOCUMENTS.		