

STUDENT VISA CHECKLIST FOR 2015 APPLICANTS



Documents required for student visa application

Please ensure that you have Originals and 2 sets of photocopies of all documents for submission of visa application:

- Valid Passport
- Any previous passport with valid visas held by you to be attached
- Reference No. of IHS (Immigration Health Surcharge)
- Proof of payment of IHS fees: Receipt
www.immigration-health-surcharge.service.gov.uk/payment/start
- Student Visa Form (Print out of Online application) from www.visa4uk/fco.gov.uk/ApplyNow.aspx
- Tier 4 General Student Appendix 8, Self Assessment July 2014) print form from
www.ukvisa.gov.uk/en/howtoapply/vafs and www.ukba.homeoffice.gov.uk
- Two (2) recent passport size photographs on white background. See specifications on form.
- Visa processing fees: 322 GBP or equivalent in PKR. Check the rate before filing the visa application.
www.ukvacpk.com and <http://www.ukvacpk.com/applicationcentre.html>
- TB Testing Clearance Certificate from IOM. Separate fee will be charged for this.
- National Identity Card (original and 2 copies)
- Bio-metric Finger Printing Scan will be done at the time of visa application submission at the Gerry's office.**
- Credibility interview by appointment. This will be scheduled by the UKBA Islamabad/ Karachi. First interviews will be held through Video Conference or Skype at Gerry's office.**

ATTACHMENTS:

- Certificate of Acceptance (CAS) issued by the university
- Academic documents: Transcripts/Certificates of Matric, Intermediate or O and A levels, Degrees etc
- Letter of reservation of Accommodation in UK or residence sponsorship letter if staying with family.
- Evidence of English Language competency (IELTS/TOEFL or O level English Result above C grade)
After April 2015 only IELTS-UKVI test results will be accepted in place of academic IELTS
- Scholarship letter, if applicable.

MAINTENANCE TEST: PROOF OF FUNDING:

- Bank Account in your name or joint account with parents/brother/sister. Joint Account holders shall **Submit an Affidavit** for proof of relationship.
- Bank managers letter to state maintenance of account in the bank
- Maintenance for 28 days prior to visa application. (See attached Financial statement circular).**

Sponsorships: In case of the student being sponsored by an agency or institution

- Sponsorship letter as evidence of sponsorship
- Relationship to the sponsor: i.e. employee etc
- Proof of income of Sponsoring agency
- Bank statement/ or guarantee letter from the sponsoring agency

For Postgraduate students only

- C.V

For UK/EU nationals who may not require entry visa for UK.

The Immigration Authority may check this on arrival in UK

- Certificate of Acceptance (CAS) "Unconditional offer" letter from UK institution
- Maintenance Test: Proof of funding as evident from a bank account
- Proof of Accommodation: Letter confirming booking of accommodation
- Academic documents: Transcripts/Certificates of Matric, Intermediate or O and A levels, Degrees etc

Please ensure that the above documents are in your hand carry luggage as it may be checked on arrival.

For further details please visit our nearest offices for full guidelines and information on the new Point Based System visa.

NEW POINT BASED SYSTEM UK VISA APPLICATION



Dear Students,

Congratulations on holding an 'Unconditional offer', you are now ready to start with the process of your visa application. We are now sending you the guidelines for visa application. We will guide you at every step to ensure that you file a quality application to ensure success. AEC does not guarantee a visa.

In accordance with the changed UK visa application process we wish to guide you on the "Point based" visa application.

The visa application will now require 40 points which enables you to apply for the UK visa.

The points are based on the following:
30 points for CAS
10 points for the Maintenance Test

30 points for CAS

Certificate of Acceptance is issued by Home Office UK Border agency. The university will send your offer directly to UKBA. The CAS will include all required clearances such as English Language skills scores i.e. IELTS/TOEFL or O level English result of C grade.

Maintenance Test: 10 points

This is proof for funding to ensure that you are able to meet the financial responsibility. A bank account statement and details of your finances is called the '**Maintenance Test**'. The account has to be in your name and the amount is to be maintained for 28 days prior to visa application submission.

ATAS: Some university courses require ATAS clearance. Check the following website for details www.fco.gov.uk/atas

Step by Step Process:

1. Obtain Unconditional offer and CAS letter from the university
2. Obtain IHS Reference Number and Payment receipt
3. Maintenance Test: Proof of funding documents (Bank Statements & Managers letter)
4. T B Test Clearance:
Karachi: IOM Centre, F-8 Tipu Sultan Road, Near Royal Medico, Karsaz, Tele: 0213-4522393
Lahore: IOM Lahore Sub Office 1, Ali Block, New Garden Town, Lahore. Tele: 03062922575 & 3075371776
Islamabad: IOM Sub Office, House No 14, Street 84, Sector G 6/4, Tel: 111-466-472
E-Mail: MHDIslamabad@iom.int
5. **Get your documents reviewed by Aspire Educational Consulting staff ***
6. **Submit and Book online appointment for Visa Submission**
The appointment schedule may be allocated for later dates due to the volume of applications.
Bio-metric finger printing will be done on the day of your application submission.

* Our senior officers are authorized to review your application. The visa applications review process will commence from 1st July 2015. **If you are an unconditional offer holder please contact our staff.**

Please do not hesitate to contact our staff for clarification or assistance for September intake.

Karachi: Ms. Samina Akbar
Lahore: Ms. Naheed Khan,
Islamabad: Mrs. Azra Raza

Tele 021-35856901 and 35345069 Email: aspireeducation@hotmail.com
Tele 042-35789911 and 35789966 Email: lahoreaspire@hotmail.com
Tele 021--35856901 and 35345069 Email: aspireeducation@hotmail.com

Kindly call during office hours from 10:30 am to 5:30 pm on weekdays

Ramazan Timings: From 18th June to 19th July 2015 10 am to 4 pm on weekdays

We cannot guarantee that any visa will be issued however, we provide assistance and guidance to prepare a quality application for visa to ensure that your application is successful in the first instance.

With kind regards

Azra Raza,
CEO & University Representative

MAINTENANCE OF FUNDS: FINANCIAL REQUIREMENTS FOR TIER 4 GENERAL STUDENT VISA APPLICATION

What is 'maintenance of funds'?

Applicant must show proof of 'financial' stability during the course of study while in UK. Evidence must be given in form of bank statement.

- The bank statement should be in own name of the applicant, if s/he is over 18 years of age.
- Joint accounts are acceptable, provided that the applicant and parent are specifically named in the account statement. Evidence of relationship has to be provided.
- If in the name of the parent, show evidence of relationship by providing Birth Certificate/ family registration (B form) and Affidavit of financial consent by the parent/s.
- Applicant must have CAS letter indicating the tuition fees, advance paid, and details in original form
- Receipts of payments if not mentioned on CAS
- For courses over 9 months or more, applicants must show evidence of funds to cover fees for the first year of the course and living expense of £ 9180 (in London) and £ 7380 for (outside London).
- Loan applications and running finances are not acceptable
- Funds must be in cash. Financial instruments such as shares, bonds, overdrafts and credit cards are not acceptable.
- The application must show that they have held the **money for a period of consecutive 28 day period** finishing on the date of closing balance
- The date of the closing balance must not be more that one month before the date of the application submitted at the visa centre.
- All submitted bank accounts will be verified by the visa authorities.

EVIDENCE OF FUNDS EXAMPLE TIER 4 GENERAL STUDENT VISA APPLICANT

12 MONTH COURSE FEES.....14800 GBP
Financial maintenance requirements for first year living in London..... 9180 GBP
Total required.....23980 GBP
Date of Visa Application Lodgement at Visa Application Centre.....JULY 12, 2015

INSUFFICIENT FUNDS EXAMPLE: THIS IS NOT A VALID BANK STATEMENT

Statement Date: 5th JUNE 2015

Online bank statement

Bank statement without logo and stamp

| Date | Credit | Debit | Balance |
|-----------------------|--------|-----------------|-------------------------------|
| 6 th June | | | £ 28,000 (brought Forward) |
| 11 th June | | £ 8000 | £20,000 |
| 15 th June | £ 3000 | | £23,000 |
| 22 nd June | £7000 | | £30,000 |
| 24 th June | | £4200 | £25,800 |
| 26 th June | £6200 | | £32,000 |
| 29 th June | | £300 | £31,700 |
| 3 rd July | £4200 | | £35,900 |
| 5 th July | | Closing Balance | £35,900 |

Balance has not been maintained for consecutive 28 days

Date of closing balance is more than one month prior to application submission at VAC

SUFFICIENT FUNDS EXAMPLE: THIS IS A VALID BANK STATEMENT

Statement Date: 11th July 2015

| Date | Credit | Debit | Balance |
|-----------------------|--------|-----------------|------------------------------|
| 12 th June | | | £25,000 (brought Forward) |
| 20 th June | | £200 | £24,800 |
| 22 nd June | £500 | | £25,300 |
| 24 th June | | £1000 | £24,300 |
| 27 th June | £5000 | | £29,300 |
| 30 th June | £300 | | £29,600 |
| 3 rd July | | £600 | £29,000 |
| 11 th July | | Closing Balance | £ 29,000 |

Original bank statement showing bank logo, bank name and bank contact details

Sufficient funds have been maintained in account for a consecutive 28 day period

Date of closing balance is not more than one month prior to the application submission date at VAC

