

VISA APPLICATION GUIDE

Disclaimer: *This document was last updated in **May 2026**. It is important to note that the application format and how questions are phrased can be altered or changed by the UKVI at any time. This document should be used as a guide for understanding the application process, and it addresses any questions, which are frequently asked by our students applying for their student visa. Please be aware that the order of questions on the application form can change or new questions may be added by the UKVI in the future. If you notice anything significantly different on the application form, which is not in this guide then please [inform us](#).*

This guide is for students who are completing their visa application from outside the UK for studying at the University of Sheffield. Please read through our [webpages on the Student Route](#) for information on this immigration category.


You will need to have received a CAS from the University of Sheffield prior to starting your visa application. Please ensure the information on your CAS is accurate before proceeding.

You must apply either:

- in your country of nationality, or
- in the country in which you are living (this means a country where you are there lawfully for a reason other than a short-term visit).

It is very important to answer all the questions honestly and accurately according to your situation and personal circumstances.

There is also guidance and further information within the form to help you understand the questions.

You can select  to review and amend questions you have already answered.

Application Form & Registering an account

To apply for a Student visa you will need to visit - <https://www.gov.uk/student-visa/apply>

Once you have read the information on this page under **'Apply'** section, click the **'Start now'** link (as shown below)

Apply outside the UK

As part of your application, you'll need to prove your identity. How you do this depends on where you're from and what type of passport you have.

You'll either:

- use the 'UK Immigration: ID Check' app to scan your identity document - you'll also create or sign into your UK Visas and Immigration (UKVI) account
- have your fingerprints and photo (biometric information) taken at a [visa application centre](#)

You'll be told what you need to do when you apply.

If you do need an appointment:


- you'll need to take your passport with you to the centre (you'll be able to collect it on the day)
- you may have to travel to get to your nearest visa application centre (this could be in another country)

Once you've started your application, you can save your form and complete it later.

[Start now >](#)

Are you intending to live in one of the Crown Dependencies of the United Kingdom?

Answer **'England, Scotland, Wales or Northern Ireland'** to this question unless you are planning to live in Jersey, Guernsey or the Isle of Man.

 **GOV.UK**

Beta This is a new service - help us to improve it by completing our [feedback survey](#)

Where are you planning to live?

England, Scotland, Wales or Northern Ireland

Jersey, Guernsey or the Isle of Man

[Continue](#)

Do you have a current EU, EEA or Swiss passport?

Answer this question as applicable.

Do you have a current EU, EEA or Swiss passport?

The EEA includes the EU countries and Iceland, Liechtenstein and Norway

Yes No

[Continue](#)

If you have a current EU, EEA or Swiss passport, you will be taken through a number of screens to identify if you can use the free UK Immigration: ID Check app to scan your passport with a biometric chip and upload a photo of yourself.

Confirm your identity

You will need a passport with a biometric chip.

Scan your passport and upload a photo of yourself

To confirm your identity, you will use the free UK Immigration: ID Check app to scan your passport with a biometric chip and upload a photo of yourself.

If you are applying for someone else, the applicant needs to confirm their identity - you can help them use the app.


If you cannot use the app to confirm your identity

You will need to go to a visa application centre after you apply instead. Visa application centres are not available in all countries.

[Continue](#)

Does your passport have a biometric chip?

If your passport has a biometric chip, it will have this symbol:



Yes No

[Continue](#)

If 'Yes', you will be invited to create a UKVI account at this stage.

If No: You will now need to confirm the country in which you will attend a Visa Application Centre to give your biometrics. You must select your home county in line with the rules stated above, unless there is no centre open in your home country. In this scenario there are instructions on alternatives [here](#). Please note that you will need to be able to travel to and enter that country lawfully in order to complete the process.

Select a country to provide your biometrics

To complete your application, you must provide your biometrics (fingerprints and a facial photograph) unless the route you are applying on does not require them, for example you are exempt from immigration control. This usually means attending a visa application centre (VAC).

You must choose the country where you want to provide your biometrics. This will usually be the country you are in now. If there is no VAC in your chosen country, you can choose an alternative location.

If you cannot provide biometrics at any location, or the route you are applying on does not require you to provide them, you should still choose a location. We will then tell you what to do next.

Country name

Check available biometric enrolment locations

Read the information carefully and select the option appropriate to your circumstances.

Check available biometric enrolment locations

! The continued international effort to limit the impact of the coronavirus (COVID-19) pandemic has resulted in the disruption of services at some of the UK's visa application centres. To check the availability of services at your preferred application centre you can find more information by visiting the website of our commercial partner [VFS Global](#) who operates our centres around the world.

You must [check the available biometric enrolment locations](#) for your country of application. You will not be able to change your country of application after you have submitted your application.

If you have entered a country where no biometric enrolment location is available, then you will be redirected to another country. If it is difficult for you to travel to the redirected country, then you can [change the country where you will be providing your biometrics](#).

China

[Change the country where you will be providing your biometrics](#)

- I have checked [available biometric enrolment locations](#) and can travel to a location in my selected country. If no location is available in that country, then I confirm that I can travel to a location in the redirected country.
- I am unable to travel to a location in my selected country or, as there is no location available, to the redirected country.

Next

On the next page, read the information carefully and scroll down to the bottom of the page. Click

‘Apply now’

Student visa

Use this form to apply from outside the UK for a Student visa.

You cannot add family members ('dependants') to this application. You must complete a [separate form](#) for your dependants.

Before you apply

Before you start your application, [read the guidance](#) on:

- eligibility
- how to apply and required documents
- fees

How long it takes you to complete the application will depend on your particular situation. You will be able to save your application and come back to it at another time if you need to.

If you are inactive for 25 minutes you will be automatically logged out.

How we use your data

The Home Office will use the personal information you provide to decide whether to grant your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the [Privacy Notice for the Border, Immigration and Citizenship system](#). This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

[Apply now](#)

You will now need to register your email address. **You should use an email address that you check regularly.** Please create a secure and memorable password that you will be able to remember because you will need this to log back in to your application.

You will be requested to verify your email address in order to continue your application. You will receive an email from noreply@visas-immigration.service.gov.uk, click on [Verify Email](#) and enter your password to continue your application.

We have sent a verification email to:

@sheffield.ac.uk

This email address must be verified by clicking the link in the email before the application can be submitted.

[Change email address](#)

[Resend verification email](#)

[Save and continue](#)

UK visa application: verify your email address Inbox x

noreply@visas-immigration.service.gov.uk 11:45 (9 minutes ago) ☆ ↶

to me ▾

UK Visas & Immigration

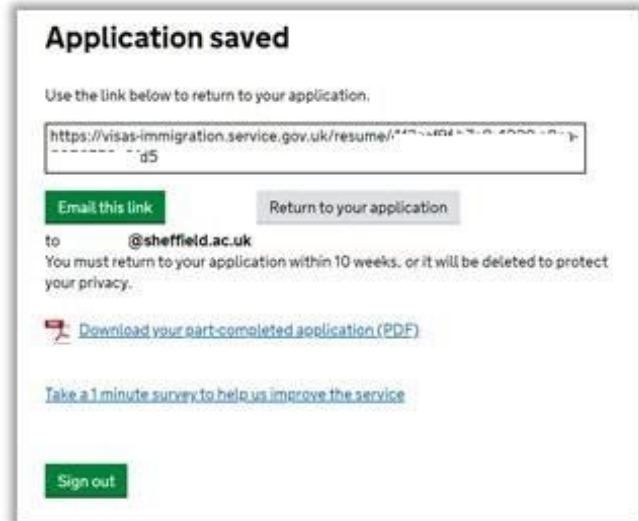
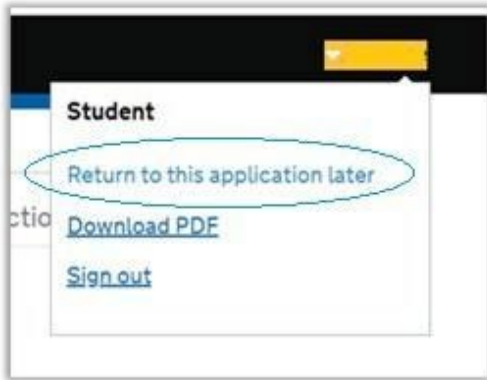
Click this link to verify your email address:

[Verify Email](#)

Alternatively, you can copy and paste this link into your browser:

<https://visas-immigration.service.gov.uk/loginToVerify/116a4cc1-77fb-4fcc-bb4a-9e6fe35d1d7f?key=bb0c05f4-0c76-42df-9ef1-c9d903dd93d8>

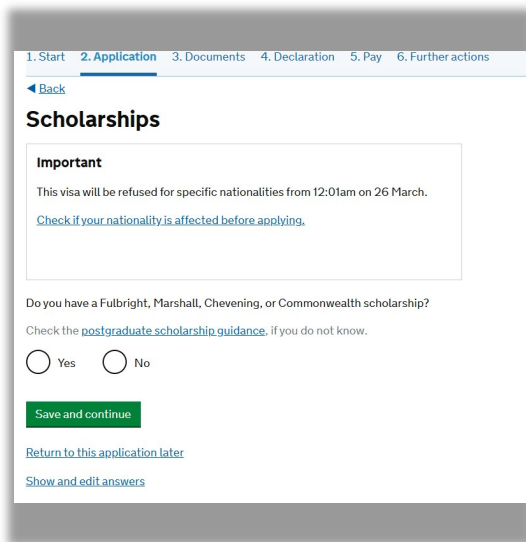
You do not need to complete all your questions in one session. If you prefer, you can return to your application at a later date. Please see the screenshots below on how to save your application in order to return to it later.



You will also be asked to provide a telephone number. Again, please use a telephone number which you can access in case UKVI need to speak to you about your application.

Scholarships

Select “No” unless you have a Fulbright, Marshall, Chevening or commonwealth scholarship. You should also select “No” if you have a scholarship not listed above.



2. Application

Your Confirmation of Acceptance for Studies (CAS)

Your CAS is provided to you by the University of Sheffield. When you select “Yes”, you will be asked to insert your CAS reference number.

The screenshot shows the GOV.UK 'Visas and Immigration' application form. The breadcrumb trail indicates the current step is '2. Application', with previous steps being '1. Start', '3. Documents', '4. Declaration', '5. Pay', and '6. Further actions'. A 'Back' link is visible. The main heading is 'Your Confirmation of Acceptance for Studies'. An 'Important' box contains a warning: 'This visa will be refused for specific nationalities from 12:01am on 26 March. Check if your nationality is affected before applying.' Below this, the question 'Do you have a Confirmation of Acceptance for Studies (CAS) number?' is asked, with 'Yes' selected. A text input field for the 'Confirmation of Acceptance for Studies reference number' is present. At the bottom, there are buttons for 'Save and continue', and links for 'Return to this application later' and 'Show and edit answers'.

Your course start date & course end date:

Enter these dates as they show in the course start date and course end date sections on your CAS.

If you're a continuing student studying a course you have previously been granted a Student visa there are questions later on in the application form that address this.

Personal Information:

Your name

- **Enter your name, as shown in your current passport or travel document. (Required)**

Enter your name as shown in your passport. If your CAS does not reflect the same information as your passport, you must update your CAS.

Please note that middle name (if you have one) should also be included. There is not a specific field to enter the middle name so you will need to include it in the 'Given name(s)' field.

Any other names

If you are known by any other names, please select **YES** and provide the details.

Your sex and relationship status

- **What is your sex, as shown in your passport or travel document?**
- **What is your relationship status**

Your sex and relationship status

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.

[Check if your nationality is affected before applying.](#)

What is your sex, as shown in your passport or travel document?

- Male
- Female
- Unspecified

What is your relationship status?

Married or a civil partner ▼

[I am unsure of my current relationship status](#)

'Single' means that you have never been married or in a civil partnership, and that you do not currently consider yourself in a relationship.

'Unmarried partnership' means that you currently consider yourself in a relationship but are not married or in a civil partnership.

Save and continue

Cancel

[Return to this application later](#)

[Show and edit answers](#)

Your address

Please provide the address where you currently live. You will also be asked if the address you provide is your correspondence address. If your answer is “Yes” you do not need to provide a further address. However, if you prefer to receive post at another address, select “No” and provide your correspondence address.

Your address

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.

[Check if your nationality is affected before applying.](#)

Address line 1

Address line 2 (optional)

Address line 3 (optional)

Town or city

Province, region or state (optional)

Postal code (optional)

Country

Is this address also your correspondence address?

We may use this address to contact you about your application, including after it has been decided.

Yes No

[Save and continue](#)

[Cancel](#)

[Return to this application later](#)

[Show and edit answers](#)

You will need to specify how long you have lived at the address provided along with the ownership status of your home.

Your passport

- **Passport number**
- **Issuing authority** (on your passport this could also be referred to as '**country of issue**' or '**place of issue**')
- **Issue date**
- **Expiry date**

Use your current passport to complete this section and confirm that you can provide your passport. If you cannot supply your current and valid passport as part of your application then please [contact us](#) for assistance.

Please note that your passport only needs to be valid at the time of your visa application and when you intend to travel to the UK. You do not need to have a minimum amount of validity on your passport to apply for a visa.

Your identity card

- **Do you have a valid national identity card?**
 - **National identity card number**
 - **Issuing authority**
 - **Issue date (if applicable)**
 - **Expiry date (if applicable)**

Please provide the details if you have an identity card from your home country. Not all countries issue national identity cards so you may not have one.

Please note that your identity card (if you have one) will not be required for the visa application, unless you do not have a passport. If you do not have your identity card or details with you then you can answer **NO** to this question.

Your nationality, country and date of birth

- **Country of nationality**
- **Country of birth**
- **Place of birth**
- **Date of birth**

Please enter the details as shown in your passport.

Your other nationalities

- **Do you currently hold, or have you ever held, any other nationality or citizenship?**

Select **YES** if you hold any other nationality and provide information, as required.

Your immigration status

You will only see this page if you are currently living in a country where you are not a national of.

Choose between:

- I have a temporary visa (include expiry date)
- I am a permanent resident (include date you became a permanent resident)
- I do not have a visa and I am not a permanent resident (you will need to include further information about your circumstances. You should [contact us](#) if this applies to you).

Previous evidence of English language ability

- **Have you provided evidence of your English language ability in a previous application?**

If you have previously obtained a Student visa, and provided evidence of your English language ability, select “Yes”. If not, select “No”. Your CAS will confirm if this is how the University has made the assessment of your English language ability (please see below). This will not be the way you have been assessed if this is your first Student visa.

English language qualification	
Is SELT required?	N
Reason not required:	Migrant has met required English level in a previous successful visa application

Spoken language preference

If UKVI need to speak to you about your application, you can choose a language in which they communicate with you. Please note that you may still be required to speak in English.

English qualification from a UK school

- **Do you have an English language or literature qualification from a UK school?**

If you have never studied in the UK, select “No”. If you have, you must provide your exam certificate. You can use a GCSE, A Level, National 4 or 5, Higher, or Advanced Higher qualification.

English language assessment

Please check your CAS to see if the English language assessment matches the one in the picture below. If 'Yes', as the University of Sheffield is a higher education provider with a track record of compliance you can answer 'Yes' to the question below.

English language assessment

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.

[Check if your nationality is affected before applying.](#)

Are you coming to the UK to study at a higher education provider with a track record of compliance?

[See the Register of Student sponsors](#) to confirm whether a Higher Education Provider has a track record of compliance. A Higher Education Provider with a track record of compliance will have the status 'Student Sponsor - Track Record'.

Yes No

Does your Confirmation of Acceptance for Studies (CAS) statement indicate that your English language ability was assessed by your institution or that you are a 'gifted' student?

Yes No

[Save and continue](#) [Cancel](#)

[Return to this application later](#)

English language qualification

Is SELT required?	N
Reason not required:	Higher Education Institution (HEI) sponsor has made assessment
English language level attained:	

Check your CAS to see if your English language ability was assessed by the University.

If your CAS does not state that you have met the English language requirement on a previous application, or that the University has made the English language assessment, you should check the CAS for one of the following alternatives and answer 'Yes' to the relevant question on the visa application form:

- Do you have a degree equivalent to a UK Bachelor's degree which was taught in English?
- Have you passed an [approved English language test](#) in the last 2 years?

Partners and dependants

Depending on the answer you provided about your relationship status, the next question will either ask you about your partner or if there is anyone financially dependant on you.

Your current partner

Coronavirus (COVID-19): Disruption to this service

Most UK Visa Application Centres have resumed services where local restrictions allow. To check availability of local services, contact:

- [TLS contact](#) if you are in Europe, Africa and parts of the Middle East
- [VFS global](#) for all other countries

Priority and Super Priority services are only available in some locations. If available, you will be able to purchase these services when booking your appointment.

There are changes at the border because of coronavirus (COVID-19). You are advised to consider [border control guidance](#) and any current [travel bans](#) before you apply for a visa.

If you are applying for a visitor visa from a country where travel to the UK is suspended, your application decision may be delayed. Check [here](#) for further details.

Use your partner's passport or travel document, if they have one, to complete this section

Given names

Family name

Date of birth

Enter date in the format DD MM YYYY

Day Month Year

Country of nationality

Do they currently live with you?

Yes No

Will they be travelling with you to the UK?

Yes No

[Save and continue](#)

GOV-UK Visas and Immigration

1. Start 2. Application 3. Documents 4. Declaration 5. Pay 6. Further actions

[Back](#)

People financially dependent on you

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.

[Check if your nationality is affected before applying.](#)

Does anyone rely on you for financial support?
Include both those travelling with you and those who are not.

This could include:

- children under 18
- children over 18 who live with you at home
- children who you look after all the time
- older relatives who need you for accommodation or other support

Yes No

Or [Will these dependants be included in my application?](#)

[Save and continue](#) [Cancel](#)

If your partner and / or dependants will be travelling with you to live in the UK, you must ensure they meet the [criteria](#) to do so. They will need to apply separately after you have submitted your visa application. You can find more information on our [dependants webpage](#).

Give details about your first parent

- **What is this person's relationship to you?**
- **Given names**
- **Family name**
- **Date of birth**
- **Country of nationality**
- **Have they always had the same nationality?**

Complete the details using one of your parent's details. It does not matter which one you choose first.

If you do not know their details then click '**What if I do not have my parent's details?**' It will give you a free text box where you can explain why you do not have their details.

Give details about your second parent

Complete the details using one of your parent's details. If you do not know their details then click '**What if I do not have my parent's details?**' It will give you a free text box where you can explain why you do not have their details.

Family who live in the UK

If you have family in the UK, select "Yes". You will be asked to provide further information on the next page. If not, select "No".

Travelling as part of an organised group

Select "Yes" if you are travelling as part of a travel company, sports, work or study group. If not, select "No".

Travelling with another person

Select "Yes" if you will be travelling to the UK with someone who is not your partner or dependant. You will need to provide the details of only one of your travel companions, even if you are travelling with more than one person. If not, select "Yes".

Where will you stay in the UK

Do you know where you will be staying in the UK?

If you have already arranged accommodation for when you arrive in the UK, select "Yes" and you will be provided with the opportunity to enter your accommodation's address.

If you have not yet applied for your accommodation, select "No". On the next page, you will be asked to provide your accommodation plans. An example of your accommodation plans could be "I plan on staying in a hotel when I arrive in the UK. During this time, I will search for appropriate accommodation for my needs". Please provide as much detail of your plans as you can.

You do not need to have your accommodation confirmed to apply for your visa.

UK travel history

Select “Yes” if you have travelled to the UK in the past **10 years**. You will then be asked to enter the number of times you have been to the UK.

If you answer “Yes” you will be asked to provide details of the time you spent in the UK. If your purpose for being in the UK is not on the list a free text box will appear for you to give details. If you have confirmed you have been to the UK more than once in the last 10 years, this question will be repeated in line with the number of times you stated you have been to the UK.

Select “No” if you have not travelled to the UK in the past **10 years**.

Your most recent time in the UK

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.

[Check if your nationality is affected before applying.](#)

Select why you were in the UK

- Tourism (including visiting family and friends)
- Work
- Study
- Transit (travelling through the country)
- Other reason

Provide details about why you were in the UK

Maximum of 500 characters

Date you arrived in the UK

Enter date in the format MM/YYYY

Month Year

How long were you in the UK?

Select a unit of time and enter a value

Years

[Return to this application later](#)

[Show and edit answers](#)

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (eg. dates) you can use the free text box at the end of the application form to explain this.

Personal information ; Medical Treatment in the UK:

The purpose of these questions is that UKVI want to ensure that applicants don't have outstanding debt to the NHS.

- **Have you ever been given medical treatment in the UK?**

For example, if you visited a doctor, clinic or hospital, this counts as having medical treatment

Select 'Yes' if you've ever visited a doctor, hospital or dental clinic in the UK.

- **Were you told that you had to pay the hospital, clinic or doctor's surgery for your medical treatment?**

This does not include the Immigration Health Surcharge

&

- **Have you paid the full amount?**

In England, some treatment (including GP and Accident & Emergency Treatment) is [free for everyone](#); you will not be charged for this. If you have only had this type of treatment you can answer 'No' to 'Were you told that you had to pay the hospital, clinic or doctor's surgery for your medical treatment?'

This question relates to secondary hospital treatment which you may have to pay for depending on your circumstances. We understand that UKVI is trying to ensure that they don't issue visas to applicants that have outstanding debt to the NHS. If you paid the Immigration Health Surcharge for the visa you had when you had the treatment, you should not have been charged for it, and you can answer 'No' to 'Were you told that you had to pay the hospital, clinic or doctor's surgery for your medical treatment?'

If you were required to pay for secondary hospital treatment (i.e treatment not listed at the link above under 'Treatment that is free for everyone'), you need to answer 'Yes' and then confirm 'Yes' if you paid the fee in full. If you think you have outstanding debt for treatment you have previously had in the UK please [contact us](#).

It's not clear whether this question refers to other charges such as prescription charges or dental or opticians' fees. If these are the only fees you have paid in relation to treatment in the UK before, you can answer 'Yes' to these questions and then use the '**Extra information**' free text box at the end of the form to explain what you paid for:

For example:

"I confirmed in the question above that I have paid for medical treatment in the UK. Please note this refers only to standard prescription charges I have paid at a chemist and/or dental or optician charges."

You don't need to provide information about treatment you have paid for outside the UK for medical treatment.

Details of Medical Treatment:

If you have answered 'Yes' to the 'Have you ever been given medical treatment in the UK?' question, you'll then be asked for further details:

Details of previous medical treatment in the UK

Where did you go for your previous medical treatment in the UK?

You will be able to add details of any additional medical treatments after you click 'Save and continue'

- Accident and Emergency (A&E) at a hospital
- To a doctor, clinic or hospital for non-emergency treatment

Name of hospital, clinic or doctors's surgery

Enter a UK postcode

Enter the hospital's postcode (if you know it)

Find UK address

[Enter address manually](#)

When did you start receiving this medical treatment?

Enter date in the format MM YYYY

Month Year

When did you stop receiving this medical treatment?

Enter date in the format MM YYYY

Month Year

I am still receiving this medical treatment

Save and continue

It's understandable that you may not remember every treatment that you may have had or details of every visit to the GP. If you've made more than one visit your GP or more than one visit to a hospital, we suggest entering the address of the GP or hospital (e.g [University Health Service address](#) if you're registered with them) and then enter the date you registered with them or the date you first visited them under 'When did you start receiving this medical treatment?'. You can then leave 'When did you stop receiving this medical treatment?' blank, and then tick the box next to 'I am still receiving this medical treatment'. You can then answer 'No' to the following question about adding details of more treatments.

UK visa applications

Select "Yes" if you have applied for a UK visa in the past **10 years**. You will then be asked when your last visa was issued or confirm if the application was refused. It's very important that you provide accurate information here if the visa application was refused. If you can't remember the exact month and year you submitted the application, enter your best estimated and then use the 'Additional Information' section at the end to explain that you don't have exact records of the application date.

Select "No" if you have not applied for a UK visa in the past 10 years.

National Insurance

Do you have a UK National Insurance number?

If you have lived in the UK before and worked in the UK, it's likely you will have applied for a National Insurance Number and you will need to provide the number if you answer 'Yes'. If you have not applied for a National Insurance Number for working the UK before, select 'No'.

Driving Licence

- **Do you have a UK driving licence?**

Select the appropriate option. If you have a UK driving licence, you will be asked to provide your licence number.

Public Funds

- **Have you ever received any public funds (money) in the UK?**

Please use the link here to [find out what 'public funds' are?](#)

Select **NO** if you never accessed any public funds in the UK.

If you think have received public funds, please [contact us](#) for further advice.

Travel to Australia, Canada, New Zealand, USA, Switzerland or the European Economic Area

If you have travelled to the above countries in the past **10 years**, select the appropriate option. You will then be asked to provide details of your most recent travel.

If you have not, select "Zero".

If you are unsure of which countries are part of the European Economic Area, you can click on the link provided which will list the countries for you.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (eg. dates) you can use the free text box at the end of the application form to explain this.

World travel

If you have travelled to any other country in the past **10 years**, select "Yes". You will then be asked to provide details of your most recent travel.

If you have not, select "No".

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (eg. dates) you can use the free text box at the end of the application form to explain this.

Your planned travel information

Please enter the date you plan to arrive in the UK. Don't worry if your travel date ends up being a few days before or after the date you have provided, as long as you travel after the 'valid from' date on your e-visa.

Immigration history

For either the UK or any other country, have you ever been:

- **Refused a visa**
- **Refused entry at the border**
- **Refused permission to stay or remain**
- **Refused asylum**
- **Deported**
- **Removed**
- **Required to leave**
- **Excluded or banned from entry**

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select “No”. If you have then select “Yes” and answer the questions that follow. **Please note that it is important to declare any previous refusals.** Failure to declare any previous refusals could lead to refusal on deception, which could lead to a 10 year entry clearance ban where any UK visa application you submit is refused

Breach of UK immigration law

Have you ever:

- **entered the UK illegally**
- **remained in the UK beyond the validity of your visa or permission to stay**
- **breached the conditions of your leave, for example, worked without permission or received public funds when you did not have permission**
- **given false information when applying for a visa, leave to enter, or leave to remain**
- **breached UK immigration law in any other way**

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select “No”. Please [contact us](#) if you need to answer “Yes”.

Convictions and other penalties

At any time have you ever had any of the following, in the UK or in another country?

Only select one answer at a time. If you need to give more than one answer, you can do so on another page.

- **A criminal conviction**
- **A penalty for a driving offence, for example disqualification for speeding or no motor insurance**
- **An arrest or charge for which you are currently on, or awaiting trial**
- **A caution, warning, reprimand or other penalty**
- **A civil court judgment against you, for example for non payment of debt, bankruptcy proceedings or anti-social behaviour**
- **A civil penalty issued under UK immigration law**
- **No, I have never had any of these**

Please read this question carefully and answer accurately. **If you are unsure whether your issue is defined as a ‘conviction’ or ‘penalty’ it is safer to declare it here, making it clear to UKVI that you are not trying to hide anything.**

War crimes

You must read all of the information on this page before answering.

- **In either peace or war time have you ever been involved in, or suspected of involvement in, war crimes, crimes against humanity, or genocide**

Please answer this section accurately. There is guidance available in the section to help with understanding of war crimes.

Terrorist activities, organisations and views

You must read all of the information on this page before answering.

- **Have you ever been involved in, supported or encouraged terrorist activities in any country?**
- **Have you ever been a member of, or given support to, an organisation which has been concerned in terrorism?**
- **Have you, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to commit terrorist or other serious criminal acts?**

Please answer this section accurately. There is guidance available in the section to help with understanding of terrorist activities, organisations and views.

Extremist organisations and views

You must read all of the information on this page before answering.

- **Have you ever been a member of, or given support to, an organisation which is or has been concerned with extremism?**
- **Have you, by any means or medium, expressed any extremist views?**

Please answer this section accurately. There is guidance available in the section to help with understanding of extremist organisations and views.

Person of good character

- **Have you, as a part of your employment or otherwise, undertaken paid or unpaid activity on behalf of a non-UK government which you know to be dangerous to the interests or national security of the UK or its allies?**
- **Have you ever engaged in any other activities which might indicate that you may not be considered to be a person of good character?**
- **Is there any other information about your character or behaviour which you would like to make us aware of?**

Please answer this section correctly. If you select YES for any of the questions, you will have to provide further details.

Your employment history

If you have worked for any of the types of organisations listed, select the appropriate one. You will be asked to provide further information.

If not, select "I have not worked in any of the jobs listed above."

Sponsor licence number and address

- **What is your sponsor licence number?**

EGTNN8XR7

- **Sponsor's address**

The University of Sheffield

Western Bank

Sheffield S10

2TN

This information is on your Confirmation of Acceptance for Studies (CAS) statement, or contact your sponsor to get their licence number.

What is your sponsor licence number?
EGTNN8XR7

Sponsor's address
The University of Sheffield
Western Bank

Town/City
Sheffield

Postcode
S10 2TN

[Save and continue](#)

Place of Study

What type of sponsor will you be studying with?

Select 'Higher Education Provider with a track record of compliance'.

What type of sponsor will you be studying with?

The [Register of Student sponsors](#) sets out what type of sponsor each institution on the register is. A Higher Education Provider with a track record of compliance will have the status 'General Student Sponsor – Track Record'.

Independent School

Higher Education Provider

Higher Education Provider with a track record of compliance

Overseas Higher Education Provider

Publicly Funded College

Private Provider

[▶ What is the difference between a school and a higher education institution?](#)

[Save and continue](#)

Primary site of study

Is this the site where the majority of your study will take place?

The University of Sheffield

Western Bank

Sheffield S10

2TN

Please check your CAS for the primary site of study and answer accordingly.

If the address is different from the one shown (for instance, if you are doing a work placement), then select "No" and enter the address as stated on your CAS.

UCAS details

Did you apply for your course through UCAS?

Only answer “Yes” if you applied for your course through [UCAS](#). If you applied to the University of Sheffield directly, or through an agent, select “No”.

If you applied through UCAS then your UCAS number will be stated on your CAS.

Please note that this question is not asking about or referring to your CAS number.

Academic Technology Approval Scheme (ATAS)

- **Do you need to obtain permission from the ATAS?**
- **What is your Academic Technology Approval Scheme (ATAS) reference number?**

This is the reference number on the ATAS clearance certificate issued to you by the Foreign and Commonwealth Office.

You can find out if you need an ATAS certificate on your CAS.

If your course requires [ATAS clearance](#), include the details here, and upload the ATAS certificate with your supporting documents.

Future official financial sponsor

- **Will you be receiving money from an official financial sponsor for your continuing studies?**

An official financial sponsor is either:

- The UK national Government
- Your national (not regional) government
- The British Council
- An international organisation (i.e that operates in more than one country)
- An international company (i.e with an office in more than one country)
- A university
- Independent School

If you're receiving funds from one of these organisations, select 'YES'.

In the follow up question, select the appropriate option out of the following, as applicable.

- *My Student sponsor has confirmed this information on my CAS*
- *Letter of official financial sponsorship*
- *I am not being wholly sponsored*

If your sponsorship is administered by the University, it should be listed on your CAS. If so you can select the “**My Student sponsor has confirmed this information on my CAS**” option. New students should contact Admissions at pbsapply@sheffield.ac.uk and continuing students should contact ISSAC at casenquiries@sheffield.ac.uk if your University scholarship is not stated on your CAS.

You can choose the ‘**I am not being wholly sponsored**’ option if your sponsor does not cover your full tuition fee and living costs (£1171 per month)

Have you been elected as a Student Union Sabbatical Officer?

Please select **“No”** unless your CAS confirms that you are going to be a student union sabbatical officer (for example, the Students’ Union President, Education Officer or International Officer).

It is very important that you answer **‘No’** to this question if your CAS does not confirm this, even if you intend to stand for election as a sabbatical officer in the future. If you answer ‘Yes’ when you do not have a CAS issued for a sabbatical officer application, UKVI will input your application with the wrong casetype and you may need to resubmit your application.

If your CAS states your course title is ‘Student Union Sabbatical Officer’ you must answer ‘Yes’ to this question.

Course information

- **Name of sponsor institution (school/college/university)**
- **Course name**
- **Qualification you will get**

Please enter the information as is stated on your CAS

Please note that the qualification in your CAS may refer to NQF. RQF and NQF level are interchangeable (eg. NQF7 is also RQF7).

SCQF refers to the equivalent Scottish qualification which is not used at the University of Sheffield.

Name of sponsor institution (school/college/university)
The University of Sheffield

Course name
MSc Aerospace Engineering

Qualification you will get
This is the level of the qualification you will receive at the end of your course.
If you are unsure about the level of your qualification, [find out what qualification levels mean here](#) or ask your sponsor institution.

RQF7/SCQF11
RQF1/SCQF4
RQF2/SCQF5
RQF3/SCQF6
RQF4/SCQF7
RQF5/SCQF8
RQF6/SCQF9/10
RQF7/SCQF11
RQF8/SCQF12
CEFR A1
CEFR A2
CEFR B1
CEFR B2
CEFR C1
CEFR C2
Postgraduate Doctor or Dentist
Aviation qualification

Are you going to be a student union sabbatical officer?
 Yes No

Save and continue

Continuing a course of study

If this is the first visa application you're submitting to study the course stated on your CAS (for example you're applying for a Student visa in the UK for the first time), please select 'No'.

Answer 'Yes' if you're a continuing student and your current visa was issued to the same course that that your new CAS been issued for (for example if you are taught student who is repeating modules, or if you are a PhD student who needs more time to complete viva or corrections). Your CAS will confirm if you are a continuing student:

Course details	
Application number:	
Course title:	PHD Materials Science and Engineering
Course ID:	
Course level:	RQF level 8 - Research
Secondary course level:	
Course start date:	22/05/2026
Course end date:	09/07/2026

Continued course	
Is the course a continuation of the same course for which permission was previously approved?	Y
If yes, enter the original start date of the course	07/02/2022

In a restricted number of scenarios, the CAS issuing guidance allows some students to be confirmed as 'continuing' where you have changed course since your last CAS was issued. Therefore, your CAS may state you are continuing student even after you have changed course at the University.

Please [contact us](#) for further advice if you're unsure.

If you answer 'YES' it will then ask you:

- **What is your original course start date?**

Enter the original course start date as stated in the 'continued course' section of your CAS. Please also check the '**Evidence Used to Obtain Offer**' or the '**Sponsor Notes**' sections of the CAS in case there are further updated notes in this section that supersede the information in the 'Continued course' section.

We often see errors where the UKVI have not granted a long enough "wrap- up" period after the course end date because the caseworker has believed the course to be shorter than 12 months, and only granted 7 days or 2 months after the course end date, instead of 4 months. Please ensure that you check the length of visa you are granted carefully to ensure it is correct:

<https://sheffield.ac.uk/student-visas-immigration/visa-application/duration>

Accommodation payments

- **Have you or your parent(s)/legal guardian(s) already paid any money to your sponsor for accommodation?**

Only select "Yes" if you are staying at the University accommodation and have paid money to the University of Sheffield. Your CAS will also confirm if you have paid any fees for accommodation so please check that.

If you are staying in private accommodation, with family or in any other accommodation, select "No".

Course fees

- **What are your course fees for your first year?**

If your course is shorter than 12 months, state the total course fee. This information is on your Confirmation of Acceptance for Studies (CAS) statement. Alternatively, you can contact your sponsor for this information.

Please refer to your CAS for this information.

Please be aware that if you have a scholarship or tuition fee discount, there will be a sponsor note confirming your reduced tuition fee. If this applies to you, you should enter the reduced fee.

- **Have you or your parent(s) or legal guardian(s) already paid any of your course fees?**

Please select “No” if you (or your parent(s) or legal guardian(s)) have not yet paid any of your course fee or if your course does not have a fee.

Select “Yes” if you (or your parent(s) or legal guardian(s)) have paid some or all of your course fee. You will then need to answer the following supplementary questions:

- **How much has been paid?**

This is listed in the ‘Course fees paid’ field in your CAS statement. If you have paid tuition fees since your CAS was issued, please complete [this form](#) for an update from the Student Fees & Funding Team.

Once your CAS has been updated with your tuition fee payment, you can select ‘My sponsor has confirmed this information on my CAS’.

Student Loan

- **Are any of the funds required for this application in the form of a student loan?**

If you intend to use a student loan to cover your course fees, and living costs for you (and any dependants) then select “Yes”. If not, select “No”.

- **Have you already received your student loan?**

Select ‘YES’ if some of your student loan has already been disbursed to you.

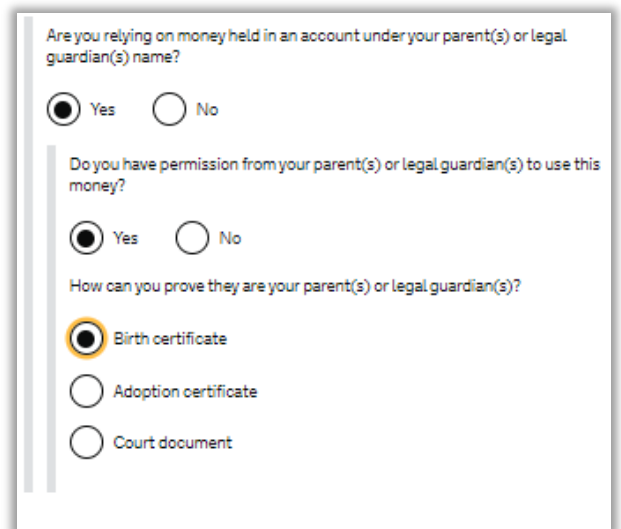
Maintenance funds

- **Are all of the maintenance funds required for this application in a bank account with your name on it?**

If the money for the maintenance funds is held in your personal bank account, select “Yes”.

If you are financially sponsored for your studies by an ‘official financial sponsor’ then you can select “No” for this question, even if your sponsor has already transferred the funds to you.

If you are relying on your parent(s)’ or legal guardian(s)’ bank statement, then select “No”. You will be asked to provide further information as shown.



The screenshot shows a form with the following questions and options:

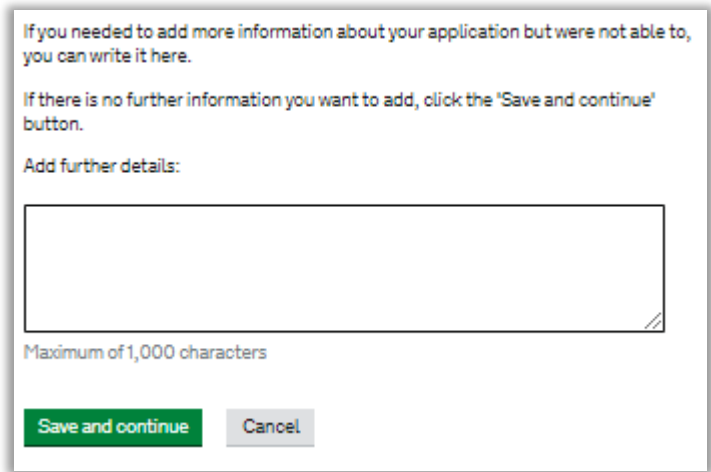
- Are you relying on money held in an account under your parent(s) or legal guardian(s) name?
 Yes No
- Do you have permission from your parent(s) or legal guardian(s) to use this money?
 Yes No
- How can you prove they are your parent(s) or legal guardian(s)?
 Birth certificate
 Adoption certificate
 Court document

Please note that if you will be using your parent(s)’ or legal guardian(s)’ bank statement, you will also need to provide a **consent letter** from the account holder.

Please carefully read [the information available on our website](#) to check how you can meet the maintenance requirements and the financial documents you will need to submit as evidence of this.

Extra Information

Finally, in this section, you will be given the opportunity to include additional information about your application. Only complete this section if you feel you need to inform UKVI of your personal circumstances that may affect your visa application.



If you needed to add more information about your application but were not able to, you can write it here.

If there is no further information you want to add, click the 'Save and continue' button.

Add further details:

Maximum of 1,000 characters

To complete the “Application” section, you will be asked to review the information you have provided. Please check this page carefully to ensure that the information provided is accurate.

3. Documents

This section will list the documents you may have to provide with your visa application. It will be split into “**Mandatory Documents**” and “**Other Documents**”. Use this and the checklist as a guide for documents required, instead of the form provided by the local visa application centre.

Please note that you will need to tick each box to confirm you will provide the requested document and to be able to progress further.

Later on in the application process, you will be invited to upload your documents to UKVI’s commercial partner’s website. It is best to upload the documents yourself if you have the facility to do this. UKVI’s commercial partner can scan and upload them for you, but may charge for this service.

4. Declaration

On the next page, please read through the declaration and select the appropriate option.

Declaration

Important

This visa will be refused for specific nationalities from 12:01am on 26 March.
[Check if your nationality is affected before applying.](#)

By sending this application, you confirm that to the best of your knowledge and belief the following is correct:

- the information relating to the application
- the supporting evidence

I understand that the data I have given can be used as set out in the [privacy policy](#).

I understand that organisations, including financial institutions, may provide information to the Home Office when requested in relation to this application.

If I am acting on behalf of the applicant, I have discussed with them and confirmed that the contents of the application are correct and complete and they are aware of the terms that apply, including the [privacy policy](#). If the applicant is unable to act on their own behalf, I confirm I am authorised to act for them in relation to this application.

I agree to the [terms and conditions](#), which includes information on refunds. I also understand the application fee will not be refunded if the application is refused.

I understand that if false information is given, the application can be refused and I may be prosecuted, and, if I am the applicant, I may be banned from the UK.

I confirm that:

- I am the applicant aged 18 or over
- I am the applicant aged under 18
- I am the parent or legal guardian of the applicant who is aged under 18 and completing and submitting the form on their behalf
- I am submitting the form on behalf of the applicant

[I accept the above](#)

[Return to this application later](#)

[Show and edit answers](#)

You will then be provided with the opportunity to review your answers:

[◀ Back](#)

Check your answers

Check the information below before you continue to the next section.

Consent

I confirm that I understand and accept these conditions

[Change](#)

If your application is successful, there will be conditions on your visa or leave to remain. This will include, for example, whether you are able to work in the UK.

If you stay in the UK without permission:

- You can be detained
- You can be prosecuted, fined and imprisoned
- You can be removed and banned from returning to the UK
- You will not be allowed to work
- You will not be able to rent a home in England
- You will not be able to claim any benefits and can be prosecuted if you try to
- You can be charged by the NHS for medical treatment
- You can be denied access to a bank account
- DVLA can prevent you from driving by taking away your driving licence

Declaration

I confirm that:

I am the applicant aged 18 or over

[Change](#)

[Continue](#)

5. Pay

The next steps will be to first pay the [Immigration Health Surcharge \(IHS\)](#), then pay the visa application fee. Once payment is completed, you will be able to download your **'document checklist'** and **'application form'**, which you should save.

6. Further actions



- On this page, you'll have the option to download your 'Document Checklist' and 'Application form'. You can upload your 'Document Checklist' as one of the documents to show proof of your application.
- You will also see a green button on the right-hand side on this page to 'Book Appointment'. Click on this to register an account on UKVI's commercial partner's website, upload your documents and make an appointment.
- Keep your log in details safe.
- Take your original passport to your appointment.
- It is recommended to keep a copy of your application, document checklist and copy of the documents you have uploaded with your application.

Withdrawing Your Application – Please seek advice

There are different reasons why you may wish to withdraw (also known as cancelling) your visa application after submitting it. Sometimes, applicants wish to do this because they notice they have made a mistake on the application. In many cases it is not necessary to cancel an application and cancelling can sometimes create more problems than continuing with the application.

If you are thinking about cancelling your application for any reason, please ensure that you contact ISSAC for advice before doing so.

Contact Us

We hope that you have found this guide useful.

If you have any questions or need further assistance, [please feel free to contact us](#).