

Applying for a Visa Extension

This leaflet is intended to give International Students an overview of how to make an application to extend a visa through the University. Applying for a Visa Extension places rigorous obligations on both students and the University. It is therefore vital that you are aware of the procedures and submit your visa extension application at least three weeks before it is due to expire.

What are the advantages of using the University to extend my visa?

It is a free service run by a team of very experienced and qualified staff that will be able to give correct and up to date immigration advice - making it less likely for your visa extension to be rejected. Thanks to our connection with the UK Visa and Immigration (UKVI), and in the event of a problem arising, we also will be able to contact the UKVI and solve any issue on your behalf.

How does the service work?

Once you receive your Confirmation of Acceptance, (CAS), contact us and we will send you our tutorial which can help you fill out the student route visa application. Before processing any payments, please email us a copy to intadvice@mdx.ac.uk along with your passport page, brp card/visa, and CAS and we will check this before you submit. Alternatively, you can also book an appointment through Unihelp.

What applications can be made through the service?

Only student related applications can be made through this service including:

- Student Route General Student - for extending a Student Visa
- PBS dependant visa – for spouse and dependent children under 18

Note: You are only able to bring dependants to the UK if you are studying at post-graduate level for at least twelve months, or are studying for at least six months and being sponsored by your government.

What do I need to include with my application?

You will need to include the following:

- A Confirmation of Acceptance for Studies (CAS) - This is a reference number which confirms you are enrolled, attending and making satisfactory progress on a full time

programme of study and that you have paid your tuition fees. This can be obtained by filling in a CAS request form. Please state your, student number, passport number, nationality and term time address. Note: You will not receive a CAS, if you have any financial holds.

- All applicants must be able to show **£1,334 per month for living costs** if you are studying in London. So for 9 months of study an applicant must be able to show **£12,006** to cover their maintenance. **This money must be in your own bank account, or your parent's, for a period of 28 consecutive days prior to you making your application for your Student Route Visa.**
- Evidence of Progress (Please submit a copy of your assessment grade sheet which can be printed from MISIS)
- Evidence of any qualifications gained from previous study in the UK and overseas (if applicable)
- Your current passport
- Letter from any official financial sponsor(if applicable) i.e. British Council or other such Government Agency or Employer
- ATAS Certificate (if applicable)
- Biometric Identity Card (if applicable)
- Documents must be originals, not copies and officially translated into English

Remember the onus is on the student (you) and it is your responsibility not the University to produce evidence that satisfies the UKVI to qualify for a Student Visa Extension.

Do I have to pay a fee for the application?

Yes, it costs £475 which you can pay by credit or debit card. Please remember to bring your bank card to the visa workshop. Before you can finish your Student Route visa application you will also need to pay the IHS (Immigration Health Surcharge) which is currently £470 per year (please check our IHS- Immigration Health Surcharge flyer for more information)

Is there a charge for using the service?

No, this is a free advice service and free postage.

What about Student Dependant Visas?

Your spouse and child may be eligible to stay in the UK using the PBS application form if they are applying at the same time as you. Their applications can be submitted through the University service but must include documents to confirm you have sufficient funds for their living costs in addition to your living cost requirements i.e. £845 per month for each dependant up to a maximum of 9 months, £7605. You should also include the following documents with the application:

- Passport or travel document of dependant(s)
- Two UK passport photographs of dependant(s)
- Original Marriage Certificate/Civil Partnership (if applicable)
- Tenancy Agreement if you are living together in private rented accommodation.
- Birth Certificate if child born in UK

Note: additional documents may be needed please speak with one of our advisors if you are unsure.
The cost of the visa per dependant will be of £475.

For more information call: **020 8411 4507** or email the International Student Advice Team at: intadvice@mdx.ac.uk. You can also book an appointment via myUniHub.
To request a CAS go to: unihub.mdx.ac.uk/your-support-services/visas-international/while-you-are-studying/request-a-cas-number

Middlesex University International Student Advice Team have made every effort to ensure that the information contained in this leaflet is accurate. Middlesex University however, cannot be held responsible for any omissions or errors. This publication can only be a guide and is not intended to replace the complex and diverse legislation covered. Statutes and regulations may change during the year without notice. If in doubt seek independent advice.

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