

## Tier 4 visa application documents checklist

### Before your appointment, you must:

1. Have your documents checked in a drop-in session in 4 West Student Services.
2. Collect the documents you need and put them into your folder. Please note: We will need to see all documents including students who are a national of a 'low risk' country and 'pilot scheme' students.
3. Complete the online application form but **do not submit it** – we will do this in the appointment.
4. Attend your visa application appointment with your documents – we will check your documents and upload these to the online application form with you.

Document required	Check
<p>1. CAS statement You need to request this online: <a href="http://www.bath.ac.uk/guides/your-confirmation-of-acceptance-for-studies/">www.bath.ac.uk/guides/your-confirmation-of-acceptance-for-studies/</a> You do not need to print your CAS summary. We will provide your CAS number during your appointment.</p>	
<p>2. Passport and Biometric Residence Permit (BRP)</p>	
<p>3. Police Registration certificate (if required as stated on your visa)</p>	
<p>4. ATAS certificate (if required for your course)</p>	
<p>5. Your UK bank statements You need to show evidence of tuition fees and <b>£9135</b> living costs, held for at least 28 <b>consecutive</b> days. Please note: if you do not have a UK bank statement please come and see us in a drop-in session for advice or email us.</p>	
<p>6. Financial sponsorship letter (if you have a financial sponsor)</p>	
<p>7. Official translations (if required) This translation must include:</p> <ul style="list-style-type: none"> <li>• date</li> <li>• translator/translation company's credentials; and</li> <li>• confirmation that it is an accurate translation of the original document</li> <li>• contact details</li> <li>• original signature of the translator or an authorised official</li> </ul> <p>Possible translator contacts:</p> <ul style="list-style-type: none"> <li>• Jane Francis (Chinese translations only): e-mail <a href="mailto:mlsjpf@bath.ac.uk">mlsjpf@bath.ac.uk</a> / phone 01225 383826</li> <li>• Syntacta: Details at <a href="http://www.syntacta.co.uk">www.syntacta.co.uk</a></li> </ul>	
<p><b>Please note:</b> In exceptional circumstances, if you have no other option but to use overseas bank statements from your parents you will need the following extra <b>original</b> documents: overseas bank statement, birth certificate, letter of consent from your parents, translations.</p>	