



INTERNATIONAL STUDENTS APPLICATION PROCEDURE

STEP 1: INFORMATION GATHERING

Tier 4 (Child) and Tier 4 (General) Students

- Completed General Enquiry Form
- Completed Foreign Student Application Form
- Passport
- Copy of latest school reports
- Copies of GCSE or A-Level qualifications already obtained (or equivalent with UK NARIC certificate) plus any other academic qualifications
- Parental Consent documentation (if applicable)
- Guardianship Form including confirmation of accommodation and details of any private foster care arrangements (if applicable).

Further Documentation for Tier 4 (General) Students

- Proof of English Language ability (including SELT Unique Reference Number).
- Proof of compliance with Academic Progression Rules

STEP 2: INTERVIEW

STEP 3: OFFER/REFUSAL OF A PLACE

STEP 4: FURTHER DOCUMENTATION AND PAYMENT

- Enrolment Form
- Fees

STEP 5: ASSIGNMENT OF CAS

STEP 6: ASSISTANCE WITH VISA APPLICATION

Information on NHS surcharge, Registered Traveller, Biometric Residency Permit, etc.

STEP 7: ENROLMENT

On arrival of student in UK, checking/copying of originals of documents used to support application, and compliance with all other conditions of enrolment.