

Leaving and Re-entering the UK

We specialise in visa and immigration advice. All visa advice can only be given by the V.I.S.A. Team (see back page for contact details).

Leaving the UK

If for any reason you must leave the UK during your studies and outwith University vacation dates, you must obtain permission from your academic school.

You will be advised to contact V.I.S.A. for support and guidance once you have been granted **permission to leave** the UK.

You should provide evidence of flight details to the School and Registry in order to keep the University informed. You can send this to V.I.S.A. by email: visa@gcu.ac.uk

Expected Return Date

When you are aware of your expected return date, it is your responsibility to contact the V.I.S.A. Team by email for visa advice. Your visa may have been curtailed by the Home Office, therefore your visa may no longer be valid and you will be refused entry to the UK on arrival.

V.I.S.A. can clarify the status of your visa and provide visa advice should you be required to apply for a new Tier 4 Entry Clearance Visa or Short Term Study Visa to return to the UK to complete your studies at GCU.

If you are applying for a new Tier 4 Entry Clearance Visa you must request a new CAS from Registry: CASextension@gcu.ac.uk

If you are applying for a Short Term Study Visa please request a 'Confirmation of Student Status for Short Term Study Visa' letter from Registry: studentrecords@gcu.ac.uk

Please direct all visa-related enquiries to the V.I.S.A. Team.

Carrying Documents

It is advisable to carry documents in your hand luggage when you are re-entering the UK as you **may** be asked questions by Immigration

Officers on arrival in the UK. Depending on your circumstances documents may include (please contact V.I.S.A. for clarification):

- CAS
- Student Status Letter (Registry)
- Bank Documents
- Results
- Graduation Registration Confirmation
- Return flight
- Permission to Leave Form when appropriate
- University Support Letter if required

Entering the UK with Entry Clearance Visa

If you have obtained your visa in your home country you must ensure the visa is stamped upon entry to the UK. If your visa is not stamped on entry you must present yourself to an Immigration Official at the airport and explain that you have not had your visa stamped. If an immigration official does not stamp your passport, please contact the V.I.S.A. Team.

It is advisable to keep your flight booking, tickets and boarding passes to confirm your date of entry to the UK in addition to the stamp in your passport.

On arrival in the UK Immigration Officers may wish to ask you questions about the purpose of your stay in the UK. In the unlikely event you are detained at a UK airport please contact the University as a matter of urgency. The University can provide support, information and liaise with the Home Office to support you.

Collect your Biometric Resident Permit Card

If you are studying in the UK for more than 6 months, and not simply for English language, you will require a Tier 4 visa. Your Entry Clearance vignette is valid for 30 days and allows you to enter the UK to collect your biometric resident permit within 10 days of arrival. To collect the card from the selected Post Office you must bring your passport with the entry vignette and the decision letter.

You should not carry this card with you when in the UK but must do so if you travel outside the UK for permission to re-enter, if applicable.

Checklist

- ✓ Obtain Permission from School
- ✓ Permission to Leave
- ✓ Visit V.I.S.A. for support and visa advice before leaving the UK
- ✓ Provide flight confirmation details
- ✓ Contact V.I.S.A. for visa advice before returning to the UK
- ✓ Prepare documents for your hand luggage
- ✓ Apply for new CAS and new visa if visa has been curtailed
- ✓ Apply for Short Term Study Visa letter from Registry if you are applying for this visa



University for the Common Good

Visa Immigration Support and Advice (V.I.S.A.)

Level 1 George Moore Building

T: +44(0) 141 273 1244

E: visa@gcu.ac.uk

W: www.gcu.ac.uk/internationalstudent

Registry

T: +44(0) 141 331 3338

E: studentrecords@gcu.ac.uk

Out of Hours

T: +44(0) 141 331 3787