



Obtaining a UK Study Visa

Guide to making a Tier 4 Visa Application

This document aims to provide a **guideline to prospective International students** seeking to come to the UK to study with us.

Goldsmith International Business School [Goldsmith IBS] remains **fully committed to supporting genuine applicants** by ensuring that they are **properly informed and guided**, to ensure that their study visa application stands **the very best chance of approval at first attempt**.

Goldsmith IBS
[June 2010]

1. BACKGROUND:

The new UK Border Agency's **Points-Based System (PBS)** has made the study visa process a lot **smoother** and **more predictable** than before. Tier 4 visa applications are now assessed **using points**.

The Tier 4 (Study Visa) category is specifically designed to be **fair, transparent** and **objective**, to enable potential migrants to the UK to **assess their likelihood of making a successful application**. This means that it should help to **reduce the number of failed applications** and provide some level of **certainty** and **assurance** prior to making a study visa application.

The **onus of proof** is now placed on the **applicant** who must demonstrate that he/she meets **each** and **every** requirement of the Points-Based System to be awarded the relevant points on offer. Proof will be in the form of required documents **which must be in the form of original documents in all** circumstances. **You must not submit any photocopies with your application - certified or otherwise.**

2. REQUIREMENTS FOR OBTAINING A TIER 4 UK STUDY VISA:

The current UK Immigration rules are **points-based** and **strict adherence** to the requirements is expected. **Any variations will lead to the refusal of points and the consequently, the visa application.**

The **strict requirements for the issue of a study visa** from **01 April 2009** are:

- a. **30 Points** for admission to a **Home Office Tier 4 Educational Licensed Institution** such as Goldsmith International Business School (we are A-rated), and;
- b. **10 Points** for **Proof of Maintenance Funds**.

The **strict guidelines** for **proof of maintenance funds** [i.e. **£800 x length of the course** - up to a **maximum of 9 months** plus **any outstanding tuition fee for the first year** still due to Goldsmith IBS).

The fund must be in:

- Cash in bank account **in the name of the sponsor applicant** (this may include a joint account in the names of a **the applicant and his/her sponsor**); or
- A bank loan in the **name of the applicant** , or;
- Official government sponsorship [national, state or local government institution in that country]
- From 22 February 2010, fund must have been held in account for **28 days before the application**.

This means **you must have**:

1. Paid Goldsmith IBS the **full tuition fee stated above prior to application** or **50% at least**, plus;
2. Prove you have **£7,200 (£800 x 9 months) in cleared funds PLUS any amount still unpaid** to Goldsmith IBS [from 1 above] as tuition fee for the first year.

3. OUR ADMISSION PROCESS:

The **admission process** at Goldsmith International Business School [Goldsmith IBS] is quite simple. It entails:

- Completing an **Online Application Form** available at <http://www.goldsmithibs.com/sign-up.aspx>
- Completing our **Interview Form** [a copy is provided as **Appendix 1** in this document];
- Send us a **Secondary School Certificate and higher academic/professional qualification**, and;
- Send us a **copy of your International Passport**, containing your bio data & any passport extensions

These documents **may be scanned** and **sent to us as an attachment** to info@goldsmithibs.com

Upon receipt of your **completed interview form** and **all required documents**, we **may need to contact you by telephone** as part of our **initial assessment for admission** [if necessary] to assess your communication skills so, please provide us with:

- A **valid contact number** [a personal mobile number is preferred]
- A **preferred calling time** [with **country time difference** in relation to GMT e.g. GMT +6 or GMT -2].

The maximum number of candidates in our lectures does not exceed 30 at any one time. Our tuition fees include all relevant study texts necessary to undertake and successfully complete each course and we deliver our lectures using Microsoft PowerPoint slides.

4. DOCUMENTS WE WILL SEND TO YOU:

Upon admission and initial payment, you will be issued with an **Unconditional Admission Letter**, a **Visa Letter** and a **Letter to be used to purchase Foreign Exchange** from your local banker. These documents may be used in making a valid student visa application.

We send these documents to you through our appointed agents – DHL so please ensure you have provided a valid physical address and contact number to facilitate smooth and timely delivery.

If you meet the strict UKBA Tier 4 Points-Based System (PBS) requirements stated in (2) above, your study visa application should be a smooth process by all indication.

5. OTHER USEFUL INFORMATION AND WEBLINKS:

- To review the courses we offer: <http://www.goldsmithibs.com/courses.aspx>
- To make an online application: <http://www.goldsmithibs.com/sign-up.aspx>
- To review Frequently Asked Question: <http://www.goldsmithibs.com/forms/faqs/FAQ.pdf>
- Information for Overseas applicants: <http://www.goldsmithibs.com/international.aspx>
- To download application forms etc. <http://www.goldsmithibs.com/downloads.aspx>
- Our Contact Details: **+44[0] 207 820 8212** or **+44[0] 79 8484 4762**

APPENDIX 1: INTERVIEW FORM [INTERNATIONAL STUDENTS]

Name: _____ Date of Birth: _____ Gender: M F

Contact No: _____ Your Email Address: _____

Nationality: _____ Assessment Date: / /

Received by you on: / / Returned by you on: / /

OUR ASSESSMENT CRITERIA

In line with the **UK immigration guidelines** relating to the assessment of overseas applications for the issue of a study visa, **Goldsmith IBS has developed our point-based system to assess overseas applications for the issue of a Confirmation of Acceptance for Study [CAS]**. Goldsmith International Business School is **fully committed** to open access to education and training and we remain committed to providing equal opportunities to all aspiring students.

The followings **represent the primary assessment criteria** used to assess overseas candidates making an application to Goldsmith international Business School. To be successful, applicants must achieve a **75 points** or more from the list below. Points for each criteria is allocated on a **'all or nothing'** criteria. For example, for **item 2** in the list below - **Past Academic History and Performance**, the **possible score can only be zero or 30 points**.

By completing this Interview Form, **you consent** to us carrying out formal checks on documents you have provided as part of our initial process of assessing your application for acceptance.

List of Criteria	Max. Points	Points Awarded
1. Proficiency in English Language [N1]	15 Points	
2. Past academic history and performance [N2]	30 Points	
3. Relevance to course being applied for [N3]	10 Points	
4. Registration with relevant institute [N4]	05 Points	
5. Admission to other UK institutions of HE [N5]	05 Points	
6. Future career aspirations after this course [N6]	05 Points	
7. Motivation for selecting the chosen course [N7]	10 Points	
8. Motivation for studying in the UK [N8]	10 Points	
9. Motivation for choosing Goldsmith IBS [N9]	05 Points	
10. Confirmation: Secured financial sponsor [N10]	05 Points	
TOTAL SCORE	100 Points	

GUIDELINES FOR COMPLETING OUR INTERVIEW FORM TO OBTAIN ADMISSION:

N1: Proficiency in English Language [15 Points]

Holder of **IELTS [5.0]**, its equivalent TOEFL award; GCE or higher with at least a credit grade from a country where English Language is the sole or primary medium of communication will suffice. All qualifications may be scanned and emailed to info@goldsmithibs.com to enable us expedite checks.

By completing this questionnaire, you consent to a check with the relevant awarding authority. **We reserve the right to contact you by telephone to have a formal telephone interview**, which should last no more than 5 minutes.

Your Comments: _____

N2: Past academic history and performance [30 Points]

A **minimum of a GCE with five (5) credit passes** which must **include English Language** but not necessarily Mathematics [in certain cases] is required to achieve this criteria. Other post-compulsory professional and/or academic qualifications will be an advantage.

Your Comments: _____

N3: Relevance to course being applied for [10 Points]

You must demonstrate the **relevance** of your current and/or previous work experiences, academic and/or professional qualifications to the course.

Your Comments: _____

N4: Registration with relevant institute [05 Points]

If you are registered with any relevant institute such as the ACCA, IAM, AAT etc., **it indicates your commitment to your chosen career development** and will be awarded with 5 points.

Your Comments: _____

N5: Admission to other UK institutions of Higher Education [05 Points]

Gaining admission on a **similar programme at other bona fide UK institutions of Further or Higher Education [HE]** will be rewarded.

Your Comments: _____

N6: Future career aspirations after this course [05 Points]

You must **demonstrate a clear career pathway** and how this programme will **enhance** your knowledge and skills in **your chosen career path** [e.g. become a lawyer, a Accountant etc]

Your Comments: _____

N7: Motivation for selecting the chosen course [10 Points]

You are required to **describe your motivation for selecting your programme of study**; your competence and ability to complete the course successfully and within a reasonable time frame.

Your Comments: _____

N8: Motivation for studying in the UK [10 Points]

Provide a very **brief description of why you have chosen to study in the UK** rather than study in your local country or elsewhere [USA, Canada, Australia, South Africa etc.]

Your Comments: _____

N9: Motivation for choosing Goldsmith IBS [05 Points]

You need to **demonstrate a genuine interest in studying at Goldsmith IBS** through your responses. If the course is a change of direction from your previous qualification/work experience or if it is at a lower level than your previous qualifications; explain your reason for making the change.

Your Comments: _____

N10: Confirmation: Secured financial sponsor [05 Points]

Please make a statement to the effect that **you are aware of UKBA requirements** in relation to **maintenance funds** ([see item 2 in our guideline above](#)), that **you would have held the required funds for 30 days** and **will apply within 20 days of obtaining a bank statement**.

Your Comments: _____

ENDS