

CAS GUIDANCE FOR APPLICANTS

What is a CAS?

The Confirmation of Acceptance for Studies (CAS) is a unique reference number that confirms that you have been accepted for a course of studies at the School.

You need a CAS in order to score 30 points on your Tier 4 Student visa application. Once you have met all the conditions of your offer to the School, you may request a CAS and this will be sent via e-mail from the Immigration Advisory Service (IAS).

Who needs a CAS?

Applicants who have been made an offer for a place on a full-time course of more than 6 months (MSc or Research) and need a Tier 4 Student visa to study in the UK. It is not possible to be issued a CAS for a short course of study, or if you are going to study part-time. We recommend that you complete the "Do I need a visa to study at the School?" web form on this webpage to confirm the type of visa you need to study at the School:

<http://www.lshtm.ac.uk/study/newstudents/internationalstudents/immigration/index.html>

How do I request a CAS?

You will need to fill in a CAS request form and send it to IAS (casrequests@lshtm.ac.uk) with **all** of the supporting documents you will be sending to the Home Office with your visa application **and** any other documents and information requested of you on the form. You should only send the form when you have met all of your offer conditions. Otherwise, we will be unable to process your CAS request.

What are the documents I need to submit with my CAS request?

You must submit copies or scans of all of the following documents (in PDF format if possible):

- Front cover of your passport
- Personal details and photograph page of your passport
- Any current or previous UK immigration stamps or visas
- Financial evidence of course fees and living costs *

* In order to receive a CAS, your financial evidence must meet all of the requirements for Tier 4. Please see this webpage before submitting your financial evidence:

<http://www.lshtm.ac.uk/study/newstudents/internationalstudents/immigration/tier4outside.html#fourth>

When can I request a CAS?

CAS cannot be assigned to applicants more than 3 months in advance of their course start date. It takes the IAS up to 10 days to issue a CAS once a request has been received with all the necessary supporting documentation and once we have confirmed you meet all the criteria for a Tier 4 Student visa. Therefore, we strongly advise that you do not make your visa appointment before receiving your CAS.

How will I receive my CAS?

Your CAS will be sent in an email with the subject "Your CAS Statement". It will include your CAS number and details of your course and finances that we have submitted to the Home Office. You should check that all the information in this document is correct and contact the IAS if it is not.

If you have not received your CAS, make sure you check the junk mail folder in your email account. Your CAS will be sent to the email address that you included in your application to the School, so you should make sure this is correct.

I am from a UK Home Office 'low risk' country; do I need to send financial evidence with my CAS request form?

Yes, you must submit all the supporting documents listed on the CAS request form. We need to confirm that applicants (even those from 'low risk' countries) meet all of the criteria for a Tier 4 Student visa before we can issue you a CAS. This includes meeting the maintenance requirement.

Although nationals from 'low risk' countries do not have to submit all the supporting documents with their visa application, the Consulate or Embassy can still request them once you have submitted your visa application. Therefore we strongly advise you have these documents ready just in case.

How can I find out about the criteria my documents must satisfy to meet the Home Office requirements?

You should read the Home Office Tier 4 Policy Guidance before completing your CAS request form and sending your supporting documents. You can find the Policy Guidance on this webpage:

<https://www.gov.uk/government/publications/guidance-on-application-for-uk-visa-as-tier-4-student>

Do I need to take an English language test to receive a CAS?

In order to make a successful application for a Tier 4 Student visa, applicants possess a certain level of English. This is known as the English Language Requirement.

If English is a condition of your offer you will need to meet the School's English language requirement before we can issue you a CAS. When we issue your CAS, it will state that the School has assessed your English language ability and it is sufficient for your course of studies. Further details of the School's English language requirement can be found on this webpage:

http://www.lshtm.ac.uk/study/faq/english_requirements.html

Even if English is not a condition of your offer at the School, you may need to take an English language test as part of your Tier 4 Student visa application. Section C of the CAS request form will instruct you on whether you need to do this. If you do need to take a test, it must be one that has been approved by the Home Office and from the following list:

<https://www.gov.uk/government/publications/guidance-on-applying-for-uk-visa-approved-english-language-tests>

You must achieve a score equivalent to Level B2 or above in all four components (Listening, Speaking, Reading and Writing) to meet the required level for Tier 4.