We Can Help With | We Signpost To
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Statement of Award Letter  
(Self-Service Via Portico) | Student Visa  
(Visa Advice Team)
Student Status Letters  
(Self-Service Via Portico) | Student Immigration  
(Immigration and Compliance Team)
Letters to open UK Bank Account  
(Self-Service Via Portico) | Graduation  
(Graduation Team)
Council Tax Exemption  
(Self-Service Via Portico) | Module Selections/Timetables/Attendance  
(Your Academic Department)
Schengen Visa/ Overseas Travel Letter | Interruptions/Withdrawals  
(Your Academic Department/Student Records)
Pre-Merger IOE Statement of Award Letters | Certificates/Transcripts  
(Student Records Team)
WES Forms/Statement of Award Letter Requests | Accommodation  
(Accommodation Team)
16-25 railcard application forms  
16+ Oyster card application forms | Prospective Student Enquiries  
(Admissions Team)
Erasmus arrival and departure forms | Funding  
(Student Funding Team)
Tuition Fee Payment/Deadline Extension  
(Fees Team)
DBS Initiation/Document Verification | 18+ Oyster cards  
(Student Records Team)
Third Party Award Verification | Exam Results  
(Your Academic Department)
Tuition Fee Invoices/Receipts | ID Cards/Access Extension  
(Your Academic Department, Student Records and Security Team)
Enrolment/Pre-Enrolment | Extenuating Circumstances/SORA  
(Your Academic Department and DMHW Team)
Updating personal information | Intercollegiate Forms  
(Your Academic Department)
UCL Policies/Academic Regulations | Programme Changes  
(Your Academic Department and Student Records Team)
Accessing Support & Wellbeing Services | Research Passport Form  
(Your Academic Department)
Service Opening Hours  
1st Floor Student Centre Building  
27-28 Gordon Square, London WC1H 0AH | Erasmus Learning Agreement Form  
(Your Academic Department)
IT Support | (Information Service Division Team)