



Confirmation of Acceptance for Studies (CAS) Form

Guidance on the Student visa application requirements can be found on our [webpage](#).

Both sides of this form must be completed and signed before returning to the Student Immigration Compliance Team on [askUCL](#).

If your programme requires [ATAS](#) approval, please ensure you have obtained this prior to applying for your new Student visa.

Once your CAS number has been issued, an email will be sent to your UCL email account containing your CAS number, along with details of the information used to obtain the CAS.

Please note that the Student Immigration Compliance Team aims to process CAS requests within **10 working days**. This is subject to all satisfactory checks being undertaken, and any queries being resolved. UCL's CAS issuing policy can be found on our [webpage](#).

Student Details

Surname:

Student Number:

First Names:

Registration Details

Programme:

Department:

Faculty:

New programme end date:

Reason for requesting CAS

Please use the box below to state your reason for needing a new CAS:

Passport and Visa Details

We are required to obtain the following information by UK Visas and Immigration.

Passport No:

Current Visa Expiry Date:

Nationality:

When did you first start to study in the UK on a student visa at degree level or above?

(dd/mm/yyyy)

Your Student visa application

Do you intend to submit your Student visa application from inside the UK or overseas?

Please indicate when you intend to use this CAS:

(mm/yyyy)

Student Contact Details

In case of query please enter your contact telephone number here: _____

If you are an interrupting student and no longer have access to your UCL email account please enter your private email address here. We will only use this email address under these circumstances. _____

Student Declaration

☐ I confirm that the information stated is correct, and that I will inform UCL if any of these details change. I undertake to engage with my department whilst my visa is valid and ensure that I comply with all conditions of my leave set by the UK Home Office.

☐ I confirm that I will update the Student Immigration Compliance Team on the outcome of my Student visa application, including providing scans of my new visa if successful.

Print Name:

Signature:

Date:

Academic Approval

The form must be approved by the Supervisor/Course tutor/Personal tutor.

Please confirm the following:

☐ I confirm that this student is required to be in attendance on UCL campus to complete their studies.

☐ I confirm that the new programme end date specified is correct.

And either:

☐ I confirm that this student has been attending their programme of study in line with the [UCL Student Engagement Monitoring Policy](#) and is making satisfactory progress. I confirm that I support a visa extension as per the dates on the student record and I will monitor their engagement throughout the remaining period of registration.

OR

☐ I confirm that this student is returning after a period of interruption. I confirm that I support a visa extension as per the dates on the student record and I will monitor their engagement throughout the remaining period of registration.

Print Name:

UCL email address:

Signature:

Date:

Job Title:

Approved by:

☐ Supervisor

☐ Course Tutor

☐ Personal Tutor