



Enterprise and the Environment Summer School Visa Information

In order to make the process of entering the UK as efficient as possible, we have put together this information sheet. Please note that, for legal reasons, Smith School staff are unable to provide visa advice to students.

The Home Office posts overseas (for example a British Embassy, Consulate or High Commission) are ultimately responsible for issuing your visa but it is your responsibility to ensure that you apply for the correct visa (if you need a visa) and have the relevant supporting documents.

If you are a national of the European Economic Area (EEA) or Switzerland, you do not need a visa to come to the UK to study. You are free to enter the UK as long as you show your EEA or Swiss passport arrival. Countries of the EEA are listed at <https://www.gov.uk/eu-eea>. You should also apply in your home country for a European Health Insurance Card (EHIC) to obtain any medical treatment necessary during your time in the UK.

PLEASE NOTE: If you are required to apply for a visa it is important that you apply for your visa as soon as possible to make sure that you have time to address any problems that arise.

You can refer to the UK Visa & Immigration website www.gov.uk/study-visit-visa/overview for further information. A visa application is initiated through an online system <https://www.visa4uk.fco.gov.uk/>.

Short-Term Study Visa Route

The Short-Term Study route is likely to be the most appropriate for a participant on the Summer School. If you are eligible to enter the UK under a different immigration category (for example as a dependant of another student, or as a worker, or with an ancestry visa) you may be allowed to study but do check the conditions of that visa.

If you are NOT an EEA or Swiss national, and do not already have a visa in another category, you will need to obtain a visa, or enter the UK, as a Short-Term Student. The Short-Term Student route allows students over the age of 18 to study for up to 6 months in the UK. It is very important to note that the Short-Term Student category does not allow you to work, extend your visa from within the UK, or switch into another visa category.

How to apply

Depending on your country of nationality, you will either need to apply for a visa as a Short-Term Student *before* travelling to the UK or you will need to show certain documentation on arrival in the UK. You can check this at <https://www.gov.uk/check-uk-visa>.

Do take great care with getting the terminology correct, i.e. you should not refer to yourself as an academic visitor (this would require a business visa).

There is a fee for the visa of around £89. You will need a letter from us which confirms your place and the details of your course (also see information below about other documents). We can only provide this once your place has been confirmed by full payment of your Summer School fee. Please note that it is the Short-Term Study visa you need to apply for, not a **Tier 4 (General) Student Visa**. You will therefore not require an electronic Confirmation of Acceptance for Studies (CAS) from the University.



If you are not required to obtain a visa before travelling to the UK as a Short-Term Student, you will have to show certain documents to the Border Force Officer on arrival. These include your passport, financial evidence and a letter from the University of Oxford confirming your place and the details of the course. The Home Office website does provide information about these documents but it is not particularly clear or easy to find so we recommend you look instead at the guidance on the University of Oxford pages at <http://www.ox.ac.uk/students/visa/before/visitors>.

Please note that even if you are not required to obtain a visa prior to travelling, you can do so if you prefer. **Applying in advance is recommended if you have previously been refused a visa or entry to the UK.**

Travel outside the UK during the course

If you obtain a Short-Term Student visa, this will be 'multi entry' and allow you to re-enter the UK on the same visa if for example you visit other European Countries. If you did not obtain a visa but were stamped in as a Short-Term Student at UK Immigration Control, your permission will lapse when you leave the UK and you will need to be asked to be stamped in afresh on re-entry. In either case, we advise that you carry with you your course enrolment confirmation letter as for your first entry to show again at Immigration Control. Note that your Short-Term Student status for the UK does not cover you to travel in Europe as the UK is not part of the Schengen Space. Depending on your nationality, you will need to check visa requirements for other countries in Europe.

Next steps

If you are not an EEA or Swiss national we strongly recommend that you find out (a) whether you will need to apply for a visa in advance, (b) what documents you need to provide in support of your application, (c) what the processing times are (for advance applications). We recommend that you submit your visa application at the earliest opportunity once you have received a letter of support from us. Be careful to make your planned date of travel very clear in your visa application and when you receive your visa check that its validity starts on or before your travel date.

Applicants who are unsure of their status should contact Oxford University's Student Information and Advisory Service by emailing student.immigration@admin.ox.ac.uk. Further information can also be found on the webpages of UK Visas and Immigration (links above) and the UK Council for International Student Affairs (UKCISA) www.ukcisa.org.uk.

Please note: it is your responsibility to ensure that you have taken the necessary steps to obtain admittance to the UK. The University takes no responsibility for a visa being denied at any point before or during a course.

Information you may need to present with your visa application or at the border when entering the UK:

- A letter from the Smith School of Enterprise and the Environment, University of Oxford confirming your place on the Summer School. This can only be provided to you once your place has been confirmed and we have received full payment of your course fees.
- Information about you, your finances and employment
- Breakdown of accommodation/living expenses



SMITH SCHOOL OF ENTERPRISE
AND THE ENVIRONMENT



The Summer School fees include bed and breakfast accommodation, all weekday lunches and at least two evening dinners. The accommodation has self-catering facilities to keep your costs down.

You should be able to make a calculation about the cost of living at least whilst you are in Oxford. See University of Oxford link <http://www.ox.ac.uk/feesandfunding/fees/livingcosts/>.

You may also need to have available:

- Flight information – it is recommended that you book a return flight. This is usually a lot cheaper and it shows your intention to leave the UK and return home after your study period.
- Contact details at the University; if so, please include details for Dr Caitlin McElroy at SSEE.
- Let us know if you require any formal letter in addition to the above.

Please keep us informed of the status of your visa application and let us know immediately if your application is accepted.