



THE UNIVERSITY *of* EDINBURGH

Visa Application Guidance

Standard Visitor

Disclaimer: This document was created in April 2022 and should only be used as a guide for understanding the application process.

It is important to note that the application format and how questions are phrased can be altered or changed by UK Visas & Immigration (UKVI) at any time. This document addresses questions which are frequently asked by our students applying for their standard visitor visa. Please be aware that the order of questions on the application form can change or new questions may be added by the UKVI in the future. If you notice anything significantly different on the application form, which is not in this guide then please [inform us](#).

This guide is for University of Edinburgh students who are completing their standard visitor visa application from outside the UK. You should have received your offer/invitation letter from the University of Edinburgh prior to making your application. You can use the link below to our website for more information on the application process.

[Standard visitor visa | The University of Edinburgh](#)

You can submit a standard visitor visa application from any country you are legally living in. When completing your application, you should ensure that you answer all the questions honestly and accurately according to your situation and personal circumstances.

There is also some guidance and further information within the form to help you understand the questions.

Table of contents

1. Registering an account	4
1.1. Select your language	4
1.2. Select a country to provide your biometrics	4
1.3. Check available visa application centres	4
1.4. Apply for a UK visit visa	4
2. Register an email	5
3. Complete your application form: personal details	7
3.1. Your telephone number	7
3.2. Your name	7
3.3. Your sex and relationship status	7
3.4. Your address	7
3.5. Your passport	7
3.6. Your identity card	8
3.7. Your nationality, country and date of birth	8
3.8. Your other nationalities	8
3.9. Your immigration status	8
4. Complete your application form: financial circumstances	9
4.1. Your employment status	9
4.2. Your income and savings	9
4.3. About the cost of your visit	9
4.4. About your financial situation	9
4.5. Paying for your visit	9
5. Complete your application form: your UK visit and your studies	10
5.1. Your planned travel information	10
5.2. Spoken language preferences	10
5.3. Main reason for your visit	10
5.4. Course enrolment	10
5.5. Course details	11
5.6. Other courses	11
5.7. Academic Technology Approval Scheme (ATAS)	11
5.8. Your activities	11
6. Complete your application form: family and travel plans	12
6.1. People financially dependent on you	12
6.2. Your parents	12
6.3. Family who live in the UK	12
6.4. Travelling as part of an organised group	12
6.5. Travelling with another person	12
6.6. Accommodation in the UK	12
7. Complete your application form: travel, immigration and employment history	13
7.1. UK Travel history	13
7.2. Medical treatment in the UK	13
7.3. National insurance number	13
7.4. Driving licence	13
7.5. Public funds	13
7.6. UK visa applications	13
7.7. UK leave to remain	13
7.8. Travel to Australia, Canada, New Zealand, USA, Switzerland or the European Economic Area	14
7.9. World travel history	14
7.10. Immigration history	14
7.11. Breach of immigration law	14

7.12. Convictions and other penalties	15
7.13. War crimes	15
7.14. Terrorist activities, organisations and views	15
7.15. Extremist organisations and views	15
7.16. Person of good character	15
7.17. Your employment history	15
7.18. Additional information	16
8. Check your answers and submit your application	17
8.1. Check your answers	17
8.2. Documents	17
8.3. Visitor conditions	17
8.4. Declaration	17
8.5. Length of visa	17
8.6. Choose a service	17
8.7. Your payment	17
9. Further information	18
10. Contact us	18

1. Registering an account

To apply for a Student route visa you will need to visit - <https://www.gov.uk/standard-visitor/apply-standard-visitor-visa>

Once you have read the information on this page under the 'Apply online' section, click the 'Start now' link (as shown below):

Apply online

Once you've started your application you can save your form and complete it later.

If you're applying with family members, each person must have their own application and pay the fee. They need to attend their own appointment at a visa application centre.

You can apply on behalf of your partner and child, if they cannot apply for themselves.

Apply now >

1.1 Select your language

You can read the questions in a different language, but your answers must be in English.

1.2 Select a country to provide your biometrics

To complete your application, you must provide your biometrics (fingerprints and facial photograph). You must usually do this as a visa application centre (VAC). Starting typing the country you wish to submit your biometrics in at the bottom of the page.

1.3 Check available visa application centre locations

You can check visa application centre locations here: <https://www.gov.uk/find-a-visa-application-centre> If you are happy with the country choice you have made, click on "I have identified the country where I will provide my biometrics (or I am unable to provide my biometrics at any location)". Alternatively, you can change country by selecting "I want to choose a different country".

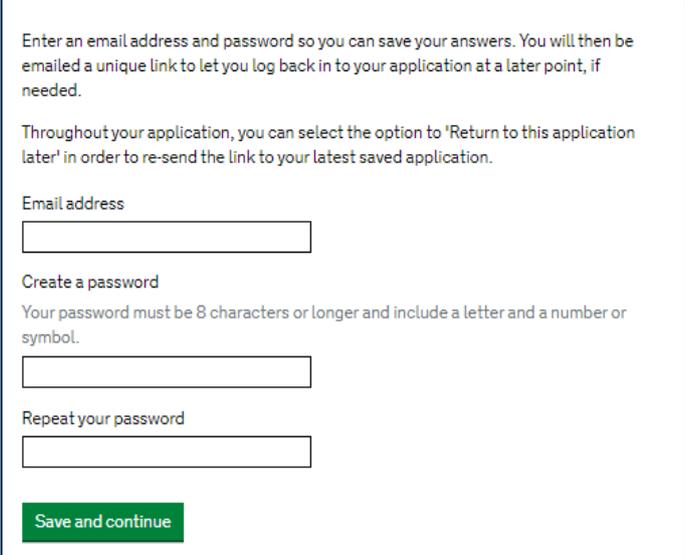
1.4 Apply for a UK visit visa

On the next page, read the information carefully and scroll down to the bottom of the page. Click 'Start now'.

2. Register an email

You will now need to register your email address. You should use an email address that you check regularly. Please create a secure and memorable password that you will be able to remember because you will need this to log back in to your application (fig 1). You will be requested to verify your email address in order to continue your application. You will receive an email from *noreply@visas-immigration.service.gov.uk*, click the link to sign in and enter your password to continue your application (fig 2). You should also ensure you verify your email (fig 3). Once you have completed your answers, click on “save and continue”.

Figure 1



Enter an email address and password so you can save your answers. You will then be emailed a unique link to let you log back in to your application at a later point, if needed.

Throughout your application, you can select the option to 'Return to this application later' in order to re-send the link to your latest saved application.

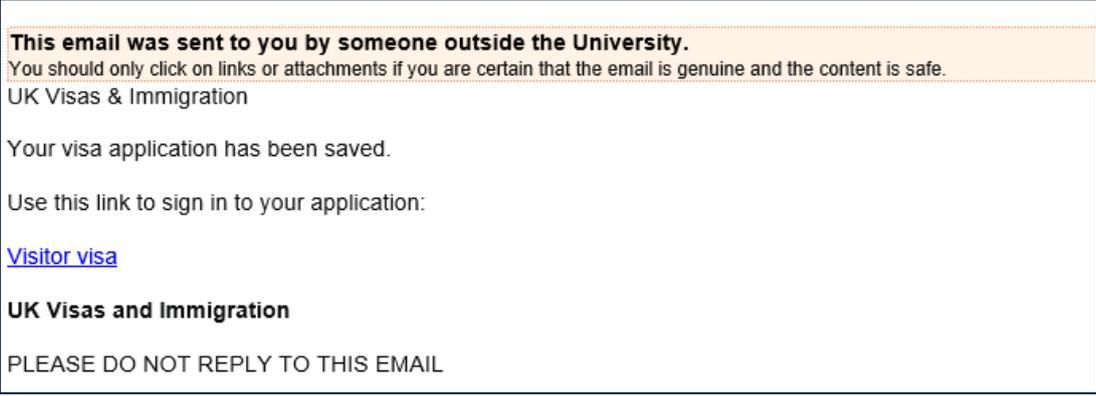
Email address

Create a password
Your password must be 8 characters or longer and include a letter and a number or symbol.

Repeat your password

[Save and continue](#)

Figure 2



This email was sent to you by someone outside the University.
You should only click on links or attachments if you are certain that the email is genuine and the content is safe.

UK Visas & Immigration

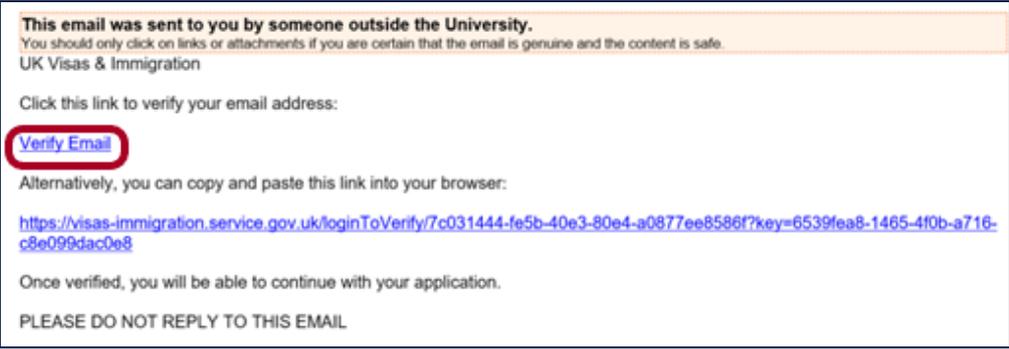
Your visa application has been saved.

Use this link to sign in to your application:
[Visitor visa](#)

UK Visas and Immigration

PLEASE DO NOT REPLY TO THIS EMAIL

Figure 3



This email was sent to you by someone outside the University.
You should only click on links or attachments if you are certain that the email is genuine and the content is safe.

UK Visas & Immigration

Click this link to verify your email address:
[Verify Email](#)

Alternatively, you can copy and paste this link into your browser:
<https://visas-immigration.service.gov.uk/loginToVerify/7c031444-fe5b-40e3-80e4-a0877ee8586f?key=6539fea8-1465-4f0b-a716-c8e099dac0e8>

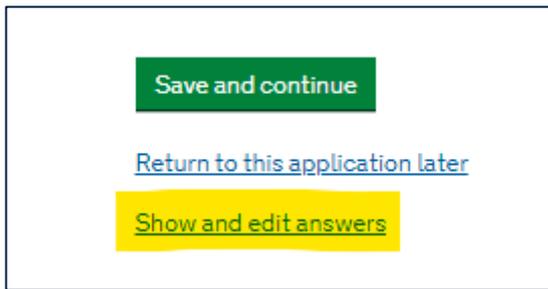
Once verified, you will be able to continue with your application.

PLEASE DO NOT REPLY TO THIS EMAIL

In the next two pages, you will be asked to specify whether this email belongs to you or someone else. You will also be able to add additional email addresses, should you wish to.

You do not need to complete all your questions in one session. If you prefer, you can return to your application at a later date. Please use the drop down on the top right hand corner to save your application in order to return to it later.

You can amend your answers by clicking on “show and edit answers” at the bottom of the page:



3. Complete your application form: personal details

3.1. Your telephone number

You will also be asked to provide a telephone number. If using a non-UK telephone number, please include the international dialling code before the number.

You should use a telephone number which you can access in case UKVI need to speak to you about your application.

You can also add further telephone numbers if you like.

Finally, the application will ask if you can be contacted by telephone; answer as applicable.

3.2. Your name

Enter your name, as shown in your current passport or travel document.

Please note that middle name (if you have one) should also be included. There is not a specific field to enter the middle name so you will need to include it in the 'Given name(s)' field.

In case you don't have a separate given name and family name, please click on "I do not have a current passport or travel document" and then click on "I do not have both a given and family name" to add your details.

If you are (or have been) known by any other names, you should note this in the form and provide the details.

Enter your name as shown on your passport or travel document. Use the English spelling of your name where provided.

You must tell us your full name.

Given name(s)
Your given name is usually your first name. If you have middle names, include these with your given name. If your name has a suffix (e.g. Jr), include this with your given name. If you have a patronymic name, include it with your given name. You must tell us all your given names.

Family name
Your family name is the surname shared by your family.

[I do not have a current passport or travel document](#)

If you do not have a passport or travel document, you can use a biometric residence permit, immigration document or birth certificate.

If you are a recognised refugee, you have humanitarian protection, or you are stateless, give us the name you used before.

[I do not have both a given and family name](#)

3.3. Your sex and relationship status

Complete this section as applicable to your circumstances.

3.4. Your address

Please provide the address where you currently live. You will also be asked if the address you provide is your correspondence address. If your answer is "Yes" you do not need to provide a further address. However, if you prefer to receive post at another address, select "No" and provide your correspondence address.

You will also be asked about the property you are living at. You will need to specify how long you have lived at the address provided along with the ownership status of your home. This is for the address where you are currently living, not for the correspondence address.

How long have you lived at this address?

Select a unit of time and enter a value

What is the ownership status of your home?

I own it

I rent it

Other

ownership status of your home?

Days
Weeks
Months
Years

I rent it

Other

3.5. Your passport

Please use your current passport to complete this section. If you cannot supply your current and valid passport as part of your application then please **contact us** for assistance.

3.6. Your identity card

Please provide the details if you have an identity card from your home country.

Please note that your identity card (if you have one) will not necessarily be required for the visa application. If you do not have your identity card or details with you then you can answer “No” to this question.

3.7. Your nationality, country and date of birth

Please provide the details as shown in your passport.

3.8. Your other nationalities

Select “Yes” if you hold any other nationality and provide information, as required.

3.9. Your immigration status

You will only see this page if you are currently living in a country where you are not a national of.

Choose between:

- I have a temporary visa (include expiry date)
- I am a permanent resident (include date you became a permanent resident)
- I do not have a visa and I am not a permanent resident (you will need to include further information about your circumstances).

4. Complete your application form: financial circumstances

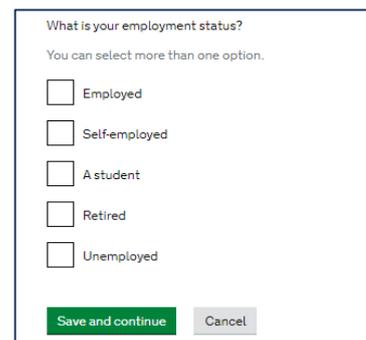
When completing your application, you should keep in mind that UKVI will want to ensure that you have sufficient resources to maintain and accommodate yourself adequately for the duration of your visit. While there is no set amount of funds needed for visit visa application, you should note the following:

- You will need to have enough to cover any tuition fees, travel costs and living costs
- When preparing funds for living costs, it may be useful to use the amount UKVI expects a Student visa applicant to have for each month (£1,023) as a ballpark figure.

4.1. Your employment status

Select the option(s) that are applicable to your circumstances. If you select “employed”, or “self-employed”, you will need to provide information about the type of work you do as well as your earnings.

Please remember you can select multiple options.



What is your employment status?
You can select more than one option.

Employed
 Self-employed
 A student
 Retired
 Unemployed

Save and continue Cancel

4.2. Your income and savings

If you have any regular income or savings (other than from any employment you have already noted), you should note in this section of the application.

4.3. About the cost of your visit

In this section, you need to tell UKVI about the **total** cost of your visit. You should include the following in your calculations:

- Any tuition fees, if applicable
- Travel costs (money for flights)
- Living costs

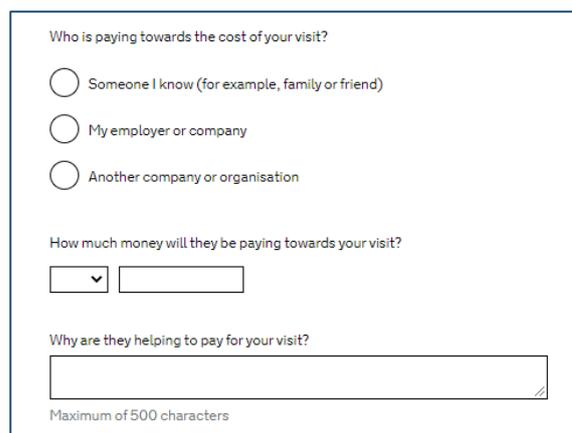
4.4. About your financial situation

In this section, you need to tell UKVI about your financial circumstances in your home country (or the country you ordinarily live in). This question asks about the amount of money you spend in total each month. You should include all expenditure here.

When assessing whether you have access to enough funds to pay for your visit, UKVI will also consider any ongoing financial commitment you have overseas.

4.5. Paying for your visit

In this section, you must note if your employer/home institution or any other third party, such as your family, is paying towards the cost of your visit. If you answer “Yes”, you will be prompted to provide details.



Who is paying towards the cost of your visit?

Someone I know (for example, family or friend)
 My employer or company
 Another company or organisation

How much money will they be paying towards your visit?

▼

Why are they helping to pay for your visit?

Maximum of 500 characters

5. Complete your application form: your UK visit and your studies

The standard visitor visa allows to study a programme of up to 6 months only. For full information on what kind of study is permitted under this immigration route, please see our website:

[Standard visitor visa](#)

5.1. Your planned travel information

In this section, you must provide the date you plan to arrive to the UK by. You will usually be able to arrive in the UK up to 7 days prior to the start date of your programme. Please note a visitor visa will be valid for 6 months.

Remember you can apply for a standard visitor visa up to 3 months prior to your planned date of arrival.

5.2. Spoken language preference

We recommend that you select “English”.

5.3. Main reason for your visit

Make sure you select “Short-term study (up to 6 months), including recreational course”.

5.4. Course enrolment

This question asks if you are “enrolled or accepted on a UK course, at an accredited institution”. You should select “Yes”.

5.5. Course details

In this section, you will need to enter your programme details:

University of Edinburgh

Use information in your offer letter

This refers to the level of your programme. For visiting undergraduate students, use SCQF level 9/10, for visiting postgraduate students, use level SCQF 11

Use dates in your offer letter here

The diagram shows a form titled "Institution name" with several input fields. Red arrows point from the explanatory boxes on the left to the corresponding fields in the form:

- Arrow from "University of Edinburgh" to the "Institution name" text input field.
- Arrow from "Use information in your offer letter" to the "Course name" text input field.
- Arrow from "This refers to the level of your programme..." to the "Qualification you will get" text input field.
- Arrow from "Use dates in your offer letter here" to the "Course end date" section, which includes "Day", "Month", and "Year" dropdown menus.

The form also includes a "Course start date" section with a note "Enter date in the format DD MM YYYY" and "Day", "Month", "Year" dropdown menus.

5.6. Other courses

If you have an offer for any other courses, enter details here. Remember that all courses you attend must be completed within the duration of your 6-month visit.

5.7. Academic Technology Approval Scheme (ATAS)

Your offer letter will state if you need to obtain ATAS clearance.

If your programme requires ATAS clearance, include the details here, and upload the ATAS certificate with your supporting documents.

5.8. Your activities

In this section, you need to provide details of the main purpose of your visit (study), as well as of anything else you plan to do while you are in the UK. Please see our website to find out what permissions and restrictions are in place for standard visitors.]

[Student Immigration Service: standard visitors](#)

6. Complete your application form: family and travel plans

6.1. People financially dependent on you

If anyone relies on you for financial support, you should enter their details here. Please note that standard visitors cannot bring dependants with them to the UK. If you'd like your family to join you during your UK visit, please contact us for advice.

[Contact the Student Immigration Service](#)

6.2. Your parents

In this section, you need to provide details about your parents. You need to start by providing the details for one parent (it does not matter which one you choose first).

If you do not have details for your parents, click 'What if I do not have my parent's details?'

6.3. Family who live in the UK

If you have family in the UK, select "Yes". You will be asked to provide further information on the next page. If not, select "No".

6.4. Travelling as part of an organised group

Please select "Yes" if you are travelling as part of a travel company, sports, work or study group. If not, select "No".

6.5. Travelling with another person

Please select "Yes" if you will be travelling to the UK with someone who is not your partner or dependant. You will need to provide the details of only one of your travel companions, even if you are travelling with more than one person. If not, select "Yes".

6.6. Accommodation in the UK

If you have already arranged accommodation for when you arrive in the UK, please select "Yes" and you will be provided with the opportunity to enter your accommodation's address. If you are staying in University accommodation but you have not yet been allocated a room, for your accommodation address please use: Pollock Halls of Residence, 18 Holyrood Park Rd, Edinburgh EH16 5AY.

If you have not yet applied for your accommodation, please select "No". On the next page, you will be asked to provide your accommodation plans. An example of your accommodation plans could be "I plan on staying in a hotel when I arrive in the UK. During this time, I will search for appropriate accommodation for my needs". Please provide as much detail of your plans as you can.

You do not need to have your accommodation confirmed to apply for your visa.

7. Complete your application form: travel & immigration history

7.1. UK Travel History

Please answer “Yes” if you have travelled to the UK in the past 10 years. You will then be asked to enter the number of times you have been to the UK.

Please select “No” if you have not travelled to the UK in the past 10 years.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use the ‘Additional information about your application’ section with free text box at the end of the application form to explain this.

7.2. Medical Treatment in the UK

This question will only appear if you have answered “Yes” to 7.1. Please provide details of any medical treatment you had in the UK to the best of your ability. If you have any outstanding debt with the National Health Service (NHS), please contact us for advice.

[Contact the Student Immigration Service](#)

7.3. National Insurance number

This question will only appear if you have answered “Yes” to 7.1. If you have previously been assigned a National Insurance number to work in the UK, answer “Yes” and provide details.

7.4. Driving licence

This question will only appear if you have answered “Yes” to 7.1. If you have a UK driving licence, answer “Yes” and provide details.

7.5. Public funds

This question will only appear if you have answered “Yes” to 7.1. If you have ever claimed certain types of state benefits (please see below) in the UK, please contact us for advice.

[Public funds definition](#)

7.6. UK Visa applications

Please select “Yes” if you have been issued a UK visa in the past 10 years. You will then be asked when your last visa was issued.

Please select “No” if you have not been issued a UK visa in the past 10 years.

7.7. UK Leave to Remain

Please select “Yes” if you have ever applied for a visa whilst living in the UK

7.8. Travel to Australia, Canada, New Zealand, USA, Switzerland or the European Economic

Area

If you have travelled to the above countries in the past 10 years, select the appropriate option. Please note that you should not count or include any visits to the UK when answering this question. You will then be asked to provide details of your most recent travel.

If you have not, select “Zero”.

If you are unsure of which countries are part of the European Economic Area, you can click on the link provided which will list the countries for you.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use the ‘Additional information about your application’ section with free text box at the end of the application form to explain this.

7.9. World travel history

If you have travelled to any other country in the past 10 years, select “Yes”. You will then be asked to provide details of your most recent travel.

If you have not, select “No”.

Please declare every trip to the best of your ability. If you cannot remember the details of a particular trip (e.g. exact dates), you should put dates that are as close as possible to when you travelled. You can use the ‘Additional information about your application’ section with free text box at the end of the application form to explain this.

7.10. Immigration history

Please note here if you ever have been:

- Refused a visa
- Refused entry at the border
- Refused permission to stay or remain
- Refused asylum
- Deported
- Removed
- Required to leave
- Excluded or banned from entry

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select “No”. If you have then select “Yes” and answer the questions that follow. Please note that it is important to declare any previous refusals. Failure to declare any previous refusals could lead to refusal on the grounds of deception, which would carry a 10 year entry clearance ban. If you need assistance with declaring a past refusal, please contact us.

[Contact the Student Immigration Service](#)

7.11. Breach of immigration law

Please note here if you ever:

- entered the UK illegally

- remained in the UK beyond the validity of your visa or permission to stay
- breached the conditions of your leave, for example, worked without permission or received public funds when you did not have permission
- given false information when applying for a visa, leave to enter, or leave to remain
- breached UK immigration law in any other way

Please answer this section accurately and provide details as required. If you have not been subject to any of the actions listed above then select “No”. Please contact us if you need to answer “Yes”.

[Contact the Student Immigration Service](#)

7.12. Convictions and other penalties

Please note here if you have ever had:

- A criminal conviction
- A penalty for a driving offence, for example disqualification for speeding or no motor insurance
- An arrest or charge for which you are currently on, or awaiting trial
- A caution, warning, reprimand or other out-of-court penalty
- A civil court judgment against you, for example for non-payment of debt, bankruptcy proceedings or anti-social behaviour
- A civil penalty issued under UK immigration law
- No, I have never had any of these

You must declare all convictions, including unspent ones. Failure to declare any convictions could lead to refusal on the grounds of deception, which would carry a 10 year entry clearance ban. If you need assistance with declaring a past conviction, please contact us.

[Contact the Student Immigration Service](#)

7.13. War crimes

Please answer this section accurately. There is guidance available in the section to help with understanding of war crimes.

7.14. Terrorist activities, organisations and views

Please answer this section accurately. There is guidance available in the section to help with understanding of terrorist activities, organisations and views.

7.15. Extremist organisations and views

Please answer this section accurately. There is guidance available in the section to help with understanding of extremist organisations and views.

7.16. Person of good character

Please answer this section accurately. If you select “Yes” for any of the questions, you will have to provide further details.

7.17. Your employment history

If you have worked for any of the types of organisations listed, select the appropriate one. You will be asked to provide further information.

If not, select “I have not worked in any of the jobs listed above”.

7.18. Additional information

Finally, in this section, you will be given the opportunity to include additional information about your application. Only complete this section if you feel you need to inform UKVI of your personal circumstances that may affect your visa application.

To complete the “Application” section, you will be asked to review the information you have provided. Please check this page carefully to ensure that the information provided is accurate.

8. Check your answers and submit your application

8.1. Check your answers

You should now be able to view your application in full. Review all your answers carefully. If you notice a mistake, click on change and modify your answer as needed.

Personal information

Who does this email address belong to?

You

[Change](#)

Once you are done, click on “Continue” at the bottom of the page.

8.2. Documents

This section will list the documents you may have to provide with your visa application. It will be split into “Mandatory Documents” and “Other Documents”. Use this and the checklist as a guide for documents required, instead of the form provided by the local visa application centre.

Please note that you will need to tick each box to confirm you will provide the requested document and to be able to progress further.

Later on in the application process, you will be invited to upload your documents to UKVI’s commercial partner’s website. If you do not have access to a scanner, you can take your documents with you to your appointment where UKVI’s commercial partner can scan them for you.

8.3. Visitor conditions

Please read this section carefully and tick the box to confirm that you understand and accept these conditions.

8. 4. Declaration

Please read this section carefully and tick the box that describes your circumstances to agree to the declaration.

8. 5. Length of your visa

Please select “6 months” here. As a student, you are not eligible for a long-term visit visa.

8. 6. Choose a service

You can now pick the service you wish to use for your application. You will also be told about timescales for each option, but please note delays can sometimes happen.

8. 7. Your payment

You can now pay for the visa application fee. The following webpage will tell you what payment methods are accepted.

9. Further information

You will have the option to download your 'Document Checklist' and 'Application form'. It is advisable to download and keep a copy of these documents safely for future reference. You should also:

- Keep your log in details safe.
- Take your original passport to your appointment.
- Keep a copy of your application, document checklist and copy of the documents you have uploaded with your application.

10. Contact us

We hope that you have found this guide useful. If you have any questions or need further assistance, please feel free to contact us.

[Contact the Student Immigration Service](#)



THE UNIVERSITY *of* EDINBURGH

