



THE UNIVERSITY *of* EDINBURGH

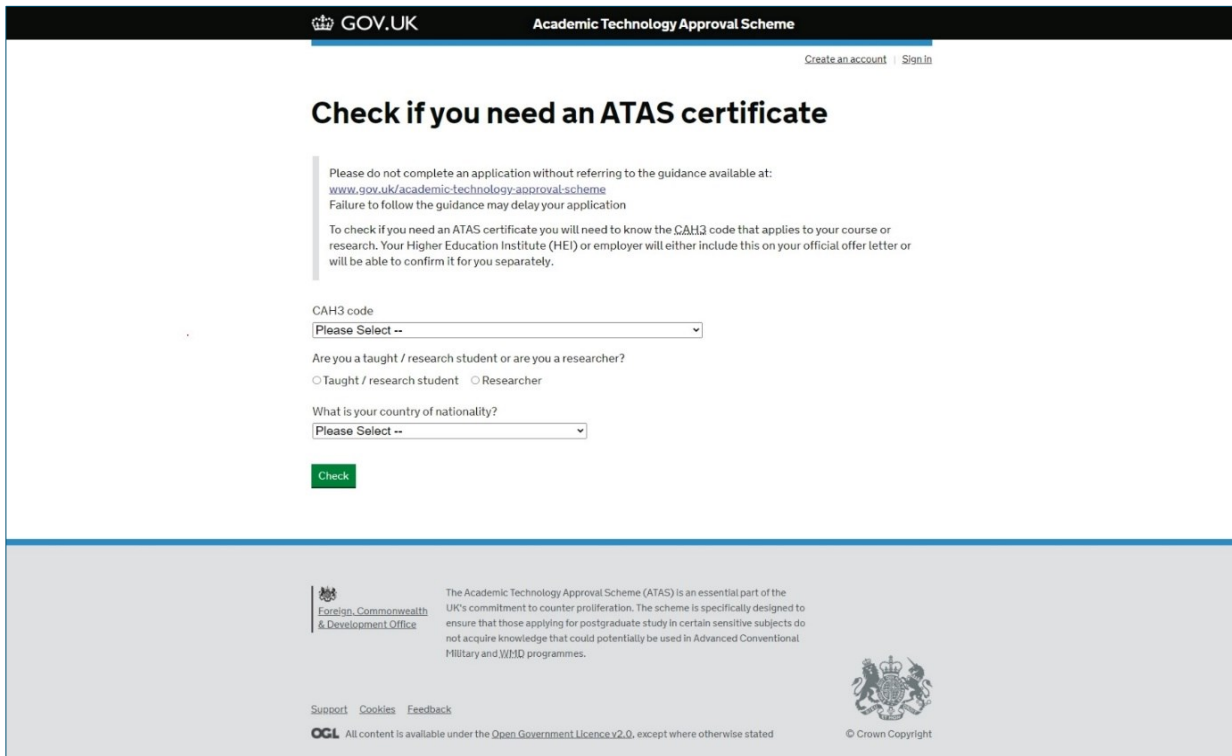
## **Applying for an Academic Technology Approval Scheme (ATAS) certificate**

Guidance for students  
who are commencing  
or continuing studies  
at the University of  
Edinburgh

**Disclaimer:** This document was updated in January 2025. Application format, questions, and their order may change. Please inform us of any significant differences you encounter.

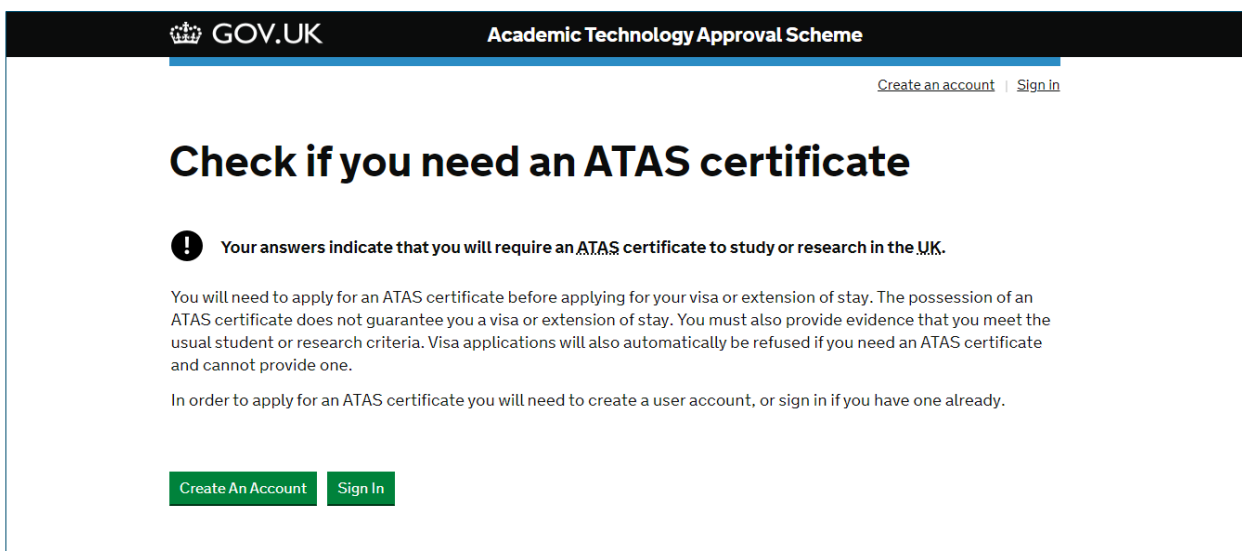
## Check if you need an ATAS certificate

To apply for an ATAS certificate, navigate to the following webpage: <https://www.academic-technology-approval.service.gov.uk/>



The screenshot shows the 'Check if you need an ATAS certificate' page on the GOV.UK website. The page header includes the GOV.UK logo and the title 'Academic Technology Approval Scheme'. There are links for 'Create an account' and 'Sign in'. The main heading is 'Check if you need an ATAS certificate'. Below this, there is a warning: 'Please do not complete an application without referring to the guidance available at: [www.gov.uk/academic-technology-approval-scheme](https://www.gov.uk/academic-technology-approval-scheme). Failure to follow the guidance may delay your application.' This is followed by instructions: 'To check if you need an ATAS certificate you will need to know the CAH3 code that applies to your course or research. Your Higher Education Institute (HEI) or employer will either include this on your official offer letter or will be able to confirm it for you separately.' The form includes a 'CAH3 code' dropdown menu with 'Please Select --' as the current selection. Below this is a question: 'Are you a taught / research student or are you a researcher?' with two radio button options: 'Taught / research student' (selected) and 'Researcher'. Another question is 'What is your country of nationality?' with a dropdown menu also set to 'Please Select --'. A green 'Check' button is located below the form. The footer contains the Foreign, Commonwealth & Development Office logo, a paragraph about the ATAS scheme, and links for 'Support', 'Cookies', and 'Feedback'. It also includes the OGL license information and the Crown Copyright logo.


You can find the CAH3 code in your **offer letter from the University**. Select the taught/research student option and then state if you are a taught or research student (and NOT the “researcher” option). Finally, you should select your country of nationality.



The screenshot shows the same ATAS certificate check page, but now displaying the result. The heading is 'Check if you need an ATAS certificate'. Below the heading is a warning icon (exclamation mark in a circle) followed by the text: 'Your answers indicate that you will require an ATAS certificate to study or research in the U.K.'. This is followed by a paragraph: 'You will need to apply for an ATAS certificate before applying for your visa or extension of stay. The possession of an ATAS certificate does not guarantee you a visa or extension of stay. You must also provide evidence that you meet the usual student or research criteria. Visa applications will also automatically be refused if you need an ATAS certificate and cannot provide one.' Below this is another paragraph: 'In order to apply for an ATAS certificate you will need to create a user account, or sign in if you have one already.' At the bottom of the page, there are two green buttons: 'Create An Account' and 'Sign In'.

Select “Create Account”.

## Create an account

 **Academic Technology Approval Scheme**

[Create an account](#) | [Sign in](#)

### Create an account

Create an account to save and submit your applications.  
If you've already created an account, you can [sign in](#).


Email address

Password  
  
This must be at least 9 characters and contain uppercase letters, lowercase letters and numbers.

Confirm password

[Create account](#)

Create an account by following the instructions provided. We recommend you **use an internationally recognised email server** such as Outlook, Hotmail, Yahoo, Gmail or similar due to potential firewall issues.

 **Academic Technology Approval Scheme**

Signed in as visahelp@ed.ac.uk [Your applications \(0\)](#) | [Your account](#) | [Sign out](#)


### Your applications

There are no applications that you have created or submitted online.

[Apply for an ATAS certificate](#)

Select “Apply for an ATAS certificate”.

## Apply for an ATAS certificate

 **Academic Technology Approval Scheme**

Signed in as visahelp@ed.ac.uk [Your applications \(0\)](#) | [Your account](#) | [Sign out](#)

### Apply for an ATAS certificate

**!** UK, EEA, Switzerland, United States, Australia, Canada, New Zealand, Singapore, Japan and Republic of Korea nationals do not need to apply for an ATAS certificate.

Before applying for an ATAS certificate, you'll need to read the [ATAS guidance](#).

Are you a taught / research student or are you a researcher? \*

Taught / research student  Researcher

What type of study are you undertaking? \*


Research  Taught

[Continue to Checklist](#)

You should select the taught/research student option and then state if you are a taught or research student. Finally, you should select your country of nationality.

You should ensure you **select taught/research student option**, even if you are a PhD student. If you select “researcher”, you will be issued with an ATAS certificate in the incorrect category and will need to apply again.

## Apply for an ATAS certificate

 **UK, EEA, Switzerland, United States, Australia, Canada, New Zealand, Singapore, Japan and Republic of Korea nationals do not need to apply for an ATAS certificate.**

Before applying for an ATAS certificate, you'll need to read the [ATAS guidance](#).

If you need an ATAS certificate to study in the UK complete the checklist below to get started.

### Checklist

Are you ready to apply for your UK Academic Technology Approval Scheme (ATAS) certificate? \*

Yes  No

Have you received a CAH3 code from your Higher Education Institute (HEI), or research institute? \*

Yes  No

[Start application](#)

Select “yes” if you are ready to apply and “yes” if you already have your CAH3 code. Please note you cannot apply for an ATAS certificate without the CAH3 code attached to your area of research.

# Apply for an ATAS certificate

GOV.UK Academic Technology Approval Scheme

Signed in as visahelp@ed.ac.uk [Your applications \(1\)](#) | [Your account](#) | [Sign out](#)


## Apply for an ATAS certificate

**What you need to know**

- Takes around 1 hour to complete the form
- Sections can be completed in any order
- You can save your progress and continue at a later date
- If you are given an ATAS certificate it will only be valid for 6 months from the date issued

|    |                                      |             |       |
|----|--------------------------------------|-------------|-------|
| 1  | Proposed study                       | NOT STARTED | Start |
| 2  | Personal details                     | NOT STARTED | Start |
| 3  | Spouse                               | NOT STARTED | Start |
| 4  | Contact details                      | NOT STARTED | Start |
| 5  | Undergraduate / Postgraduate studies | NOT STARTED | Start |
| 6  | Other studies                        | NOT STARTED | Start |
| 7  | Published papers                     | NOT STARTED | Start |
| 8  | Employment history                   | NOT STARTED | Start |
| 9  | Referees                             | NOT STARTED | Start |
| 10 | Sponsors                             | NOT STARTED | Start |

You can now start your ATAS application. The guide will walk you through each section of the form in detail. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

 **Academic Technology Approval Scheme**

Signed in as [visaahelp@ed.ac.uk](#) | [Your applications \(1\)](#) | [Your account](#) | [Sign out](#)

## Apply for an ATAS certificate

### Proposed study

This section is about the course or research you plan to do in the UK. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

What university or Higher Education Institution will you be studying at? \*

Course

What subject will you be studying? \*

When will your course start? \*

DD/MM/YYYY, eg 06/09/2013

When do you expect your course to end? \*

DD/MM/YYYY, eg 01/07/2016

What is your CAH3 course code? \*

What qualification will you be studying for? \*

Supervisor name at UK University \*

You should state that you will be studying at the University of Edinburgh. Complete the section as follows:

- For “**What subject will you be studying?**”: you should use your programme title as shown in your offer letter.
- **New students:** your course start date and end date will be on your offer letter.
- **Visiting research students:** select 'non-UK qualification' as your qualification option

**PhD students** should add an extra 12 months to your programme end date when applying for ATAS. This is because the University of Edinburgh allow for an extra year for writing-up, viva and your corrections).

## Proposed study

- **Continuing students:** the course start date should be the date after you apply for ATAS (the form will not accept a date in the past). Use the end date that appears on your student record. PhD students should add 4 months to the programme end date that appears on the record (this is for the viva exam and any corrections).
- Your CAH3 code will be on your offer letter. If you cannot locate the code, you should contact [futurestudents@ed.ac.uk](mailto:futurestudents@ed.ac.uk). Continuing students should contact their School.
- Enter the **qualification** your offer is for (e.g. PhD, MRes).
- For the final question, you should use your **supervisor's name**. If you are unsure about this, you should contact your School. If a supervisor has not yet been assigned to you, you can use your programme director's name.

### What will you be studying?

Please provide the description of your thesis/area of research as provided in the official documentation from your University.

For taught Masters degrees, please list the elective modules available to you (if there are no electives please list the core modules). For MEng degrees please list only the final year electives or, if there are none, the core modules. \*

2000 characters remaining

Enter text here

**Research students:** you will need to enter information about your proposed area of research. This should be at least 5 lines in length (you can write up to 2000 characters). The text you need to use should appear on your offer letter. Your proposal must include the details of your research, including any methodologies and research technologies you will be using.

**Taught students:** You will need details of the core and optional modules (electives) you intend to study. You can either find these on the degree finder section of the University's website or by contacting your School directly.

[Find information about your undergraduate programme](#)

[Find information about your postgraduate programme](#)



### Why do you want to study this?

Tell us why you are interested in this subject and your future plans (minimum 5 sentences). \*

2000 characters remaining

Enter text here

### What are your goals when you complete your intended programme?

What do you aim to achieve by the end of the course and how does this course tie in with your future ambitions? \*

2000 characters remaining

Enter text here


### Joint programme details

Is this a joint programme with another country? \*

Yes  No

- **“Why do you want to study this?”**: you should explain why you wish to study the programme you have an offer for. We advise to write at least 5 sentences (you can write up to 2000 characters). If you are a continuing student whose end date has been extended, you should explain here that you are applying for a new ATAS Certificate because you have received an extension to your programme of study.
- **“What are your goals when you complete your intended programme?”**: You should explain what you hope to have achieved by the end of your course and how your course ties in with your future ambitions.
- **Joint programme details**: You should select “yes” if are studying a course which is jointly awarded by the University of Edinburgh and another institution.

# Personal Details

 **Academic Technology Approval Scheme**

Signed in as [visaahelp@ed.ac.uk](#) [Your applications \(1\)](#) | [Your account](#) | [Sign out](#)

## Apply for an ATAS certificate

**1** Proposed study COMPLETE Edit

### Personal details

This section is about you. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

**Title \***

**Given names \***  
  
Given names must be the same as they appear on your passport

**Surname \***  
  
Surname (family name) must be the same as it appears on your passport

**Gender \***

**Date of birth (when were you born)? \***  
  
DD/MM/YYYY, eg 01/10/1990

**What town or city were you born in? \***

**What country were you born in? \***

---

**Passport number \***

**When was your passport issued? \***  
  
DD/MM/YYYY, eg 01/10/2006

**When does your passport expire? \***  
  
DD/MM/YYYY, eg 06/09/2013

**Nationality**

**What is your nationality? \***

**Do you have dual nationality? \***  
 Yes  No

## Personal Details

- You should enter your personal details as they appear on your passport. Remember to declare if you are a dual national on the appropriate question and select the second nationality you have.
- If you are issued a new passport after your ATAS certificate is granted, or whilst your application is pending, please email [ATAS@fcdo.gov.uk](mailto:ATAS@fcdo.gov.uk) . You should attach copies of both your old and new passport. Remember to quote your ATAS reference number in your email.

**Admission to UK refusal**

Have you ever been refused admission to the UK either through visa refusal or denied entry? \*

Yes  No

**Military service details**

Have you ever served in the military? \*

Yes  No

**CBRN training details**

Have you ever trained in CBRN (Chemical, Biological, Radiological and Nuclear) or in using firearms? \*

Yes  No

**Government research details**

Have you ever supported or worked on Government funded research and if so in what capacity? \*

Yes  No

**List of Languages, including competency level**

Language \*

Competency \*

Add another language? \*

Yes  No

- You should answer the above questions truthfully and accurately. Please note that, if you answer “yes” to any of the first 4 questions, you will be asked to provide further details.

GOV.UK Academic Technology Approval Scheme

Signed in as visahelp@ed.ac.uk [Your applications\(1\)](#) | [Your account](#) | [Sign out](#)

## Apply for an ATAS certificate

- 1 Proposed study COMPLETE [Edit](#)
- 2 Personal details COMPLETE [Edit](#)

### Spouse

This section is about your spouse (husband, wife or civil partner). You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

What is your current marital status? \*

[Go to part 4 of 10](#) [Save for later](#) [Review progress](#)

- If you select “single”, “divorced” or “widowed”, you can move to the next section. If you select “civil partnership” or “married”, you will be asked whether your spouse will be coming to the UK with you. If you answer “yes”, you will need to provide your spouse’s person details.

## Contact details

### Contact details

This section lets us know how to get in contact with you. You need to answer all of the questions marked with an asterisk (\*) before you submit your application, but you can answer some of these questions now and come back later to complete this section if you need to.

What is your preferred email address? \*

Alternative email address

In case we cannot contact you through your preferred address

Postal address

What is your postal address? \*

Enter your address here

Post/Zip code (if applicable)

Country \*

Please Select --

Telephone number

You need to supply at least one telephone number in case we need to contact you by phone

Home telephone number

Mobile telephone number

Work telephone number

[Go to part 5 of 10](#) [Save for later](#) [Review progress](#)

You should provide your contact details here. If ATAS need to contact you about your application, they will normally do so by email, so it is important to ensure that your email address is correct here. We recommend you use an internationally recognised email server such as Outlook, Hotmail, Yahoo, Gmail or similar as ATAS have experienced difficulties with firewalls for local servers.

## Undergraduate/Postgraduate Studies

### Undergraduate / Postgraduate studies

This section is about your previous study at university. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

Have you undertaken any undergraduate or postgraduate studies? \*

Yes  No

- You should state if you have previously studied at either undergraduate or postgraduate level. This applies to courses studied in the UK and overseas. Please note this section only refers to courses you have already completed. You are not required to provide information about your high school education.
- If you answer 'yes' to this question, you will need to provide details, including a description of the subjects covered on your course. If you answer 'no' to this question, you can move onto the next section.

## Other studies

### Other studies

This section is about your previous study at colleges or institutions other than university. This includes any formal professional training you have undertaken. You do not need to tell us about your studies at school (up to the age of 18). You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

Have you undertaken any studies since you left school, other than those you told us about in section 5? \*

Yes  No

- You should state if you have undertaken any other studies since you left school, such as formal professional training. Again, this includes study both in the UK and overseas. You don't need to include information about your studies at school (up to the age of 18). If you answer 'yes' to this question you will need to provide further details, including information about the subjects covered on your course.

## Published Papers

### Published papers

This section is about any academic or professional papers you have published. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

Have you published any academic or professional papers? \*

Yes  No

[Go to part 8 of 10](#) [Save for later](#) [Review progress](#)

This includes academic or professional papers you have published or co-authored. If you answer ‘yes’ to this question, you will need to provide more information, including a brief summary of your paper. If you answer ‘no’ to this question, you can move onto the next section.

## Employment History

### Employment history

This section is about your employment. This includes any paid work you have done and any long-term voluntary (ie unpaid) work since you left school. You do not need to tell us about temporary jobs you have done during university vacations. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

Have you ever been employed? \*

Yes  No

[Go to part 9 of 10](#) [Save for later](#) [Review progress](#)

- List all paid work and significant voluntary/unpaid positions since leaving school. Exclude temporary jobs during education. If you have not undertaken any employment as mentioned above, select “No” in this section. In the open text box, explain any employment history gaps such as periods of unemployment or full-time parenting.
- Provide employment dates as specifically as possible, though approximate dates are acceptable.

## Referees

### Referees

This section is about the people who will be providing references for your application. You must have known your referees for at least 3 years. You need to give us details of at least 2 referees before you submit your application and at least one of them should be an academic from your country of origin. If you do not have all of the information you need you can provide some details now and come back later to complete this section if you need to. Please note that friends and family are not accepted as referees.

#### About your referee

Title \*  
Please Select -- ▾

What is the full name of your referee? \*  
  
You must not use initials and should provide a first name and last name

What email address should we use if we need to contact this referee?  
  
Email address or telephone number is required

What is their telephone number? Please give a direct number if possible.  
  
Email address or telephone number is required

How long have you known this referee? (minimum 3 years)\*  
Please Select -- ▾  
Years  
Please Select -- ▾  
Months

You must provide details of at least **2 referees** and should provide full names). They must have known you for at **least 3 years**. One should be a **referee from your home country** and the other an **academic referee**. If you do not have a home referee because you live outside of your home country, state this on the application form in one of the open text boxes and include an alternative academic or professional referee. The second referee can be an employer, but it cannot be a friend or family member.

If your referees do not meet the specified requirements, the ATAS team may contact you to ask you to provide further information. This will cause delays with your application being processed.

The ATAS team may not contact the referees, but we would strongly recommend that you let them know that you are using their details for an ATAS application.

#### Who your referee works for

What is your referee's position within this organisation? \*

What does this organisation do? \*  
  
eg university, manufacturing, engineering

Name of the organisation your referee works for \*

What is their address? \*

Post/Zip code (if applicable)

Country \*  
Please Select -- ▾

[Add another referee](#)



### Sponsors

This section is about the people who will be sponsoring your study in the UK. You need to answer all of the questions before you submit your application, but you can answer some of the questions now and come back later to complete this section if you need to.

#### About your sponsors

If you are funding yourself, please enter your own name.

What is the name of your sponsor? \*

What is their address? \*

Enter address here

Post/Zip code (if applicable)

Country \*

Please Select --

What email address should we use if we need to contact your sponsor? \*

#### Conditions

Are there any conditions attached to your sponsor's offer? \*

Yes  No

- Please provide your funding details. If self-funded, enter your own name and contact information. If your parents are funding you, provide theirs. If you are funded by an organisation (such as a research council, government or international scholarship agency) you will need to provide their details.
- Note any conditions attached to your sponsor's offer, such as requirements to return overseas after completion or submit regular progress reports.
- If awaiting funding decisions, indicate this as pending.
- Be sure to list all financial sponsors if you have multiple funding sources.

## Submit your application

Once you have completed all sections of the form as required, you should expect to see this:

Signed in as visahelp@ed.ac.uk [Your applications \(1\)](#) | [Your account](#) | [Sign out](#)

### Apply for an ATAS certificate

**!** **Your Application is ready to submit**

Check all of the information you have provided is correct before submitting your application.  
After an application has been submitted, it cannot be changed or revoked.

[Submit application](#)

**What you need to know**

- Takes around 1 hour to complete the form
- Sections can be completed in any order
- You can save your progress and continue at a later date
- If you are given an ATAS certificate it will only be valid for 6 months from the date issued

|           |                                      |                          |                      |
|-----------|--------------------------------------|--------------------------|----------------------|
| <b>1</b>  | Proposed study                       | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>2</b>  | Personal details                     | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>3</b>  | Spouse                               | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>4</b>  | Contact details                      | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>5</b>  | Undergraduate / Postgraduate studies | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>6</b>  | Other studies                        | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>7</b>  | Published papers                     | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>8</b>  | Employment history                   | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>9</b>  | Referees                             | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |
| <b>10</b> | Sponsors                             | <a href="#">COMPLETE</a> | <a href="#">Edit</a> |

Once you've checked all your answers carefully, click the green "Submit" button at the top. Errors will delay processing and may require you to reapply.

If the ATAS team need to contact you for further information then they will do so via email and ask you to log back into your account to provide further information in the relevant section.

