

INFORMATION AND NOTES FOR THE TUITION FEE ASSESSMENT



Fee status

A student's fee status may be classified as either 'home (UK/EU)' or 'overseas' fees. This status is determined by the university in light of information and documentary evidence provided by the applicant.

Categories used in the assessment

There are 11 categories under which an individual could be classified as a 'home' fee payer. Please see the UK Council of International Student Affairs (UKCISA) website for detailed information on the criteria for each category. <https://www.ukcisa.org.uk/Information--Advice/Fees-and-Money/England-fee-status#layer-6082>

Category 1

Those who are 'settled' in the UK and meet the main residence requirements

Category 2

Those who are 'settled' in the UK and have exercised a 'right of residence' in the EEA/Switzerland

Category 3

EU nationals, and family

Category 4

EU nationals in the UK

Category 5

Those with the 'right of permanent residence' in the UK

Category 6

EEA/Swiss workers, and family

Category 7

Child of a Swiss national

Category 8

Child of a Turkish worker

Category 9

Refugees, and family

Category 10

Those granted humanitarian protection, and family

Category 11

Long Residence

How to fill out the questionnaire

Please provide all the information requested clearly and giving as much information as possible. We will use this information to determine whether you will be a 'home' or 'overseas' fee payer.

Please also provide all the documentary evidence requested. If we do not receive the requested information or documents, then we will need to request this again, and your fee status assessment will be delayed.

What to do if you do not agree with your assessed fee status

If you do not agree with the assessment we make, you will have to chance to appeal the decision. To do this, you can contact us at financialaid@kent.ac.uk giving the reasons why you feel the assessment is wrong, which category you think you fit, and supplying documentary evidence where applicable.

Countries within the EU and EEA and British Overseas Territories

- EU Countries (all the EU countries are within the EEA):
Austria, Belgium, Bulgaria, Croatia, Republic of Cyprus (South), Czech Republic, Denmark, Estonia, Finland (*including Aland Islands*), France (*including Mayotte, French Guyana, Guadeloupe, Martinique, Reunion, Saint Martin*), Germany (*including Heligoland*), Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal (*including Azores, Madeira*), Romania, Slovak Republic, Slovenia, Spain (*Including Balearic Islands, Canaries, Ceuta, Melilla*), Sweden, United Kingdom (*Including Gibraltar but not Channel Islands or Isle of Man*).
- EEA Countries (these countries are not in the EU, but are in the EEA):
Iceland, Liechtenstein, Norway (*including Svalbard*).
- British Overseas Territories:
Anguilla, Aruba, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Ducie & Oeno Islands, Falkland Islands, Faroe Islands, French Polynesia, French Southern and Antarctic Territories, Greenland, Henderson, Montserrat, Netherlands Antiles (Bonaire, Curaçao, Saba, Sint Eustatius and Sint Maarten), Pitcairn, South Georgia and the South Sandwich Islands, St-Barthélemy, St Helena and Dependencies (Ascension Island and Tristan de Cunha), St Pierre et Miquelon, New Caledonia, Turks and Caicos Islands, Wallis and Futuna.
- A note about Switzerland:
Switzerland is neither an EU nor EEA member but is part of the single market - this means Swiss nationals have the same rights to live and work in the UK as other EEA nationals.

Terms

- Settled – this means being both ordinarily resident in the UK and without any immigration restriction on the length of your stay in the UK.

TUITION FEE QUESTIONNAIRE

Section One: Personal Details

First name(s)	<input type="text"/>
Family name(s)	<input type="text"/>
Date of birth	<input type="text"/>
e-mail address	<input type="text"/>
Telephone number	<input type="text"/>
Kent Application ID/UCAS ID Number	<input type="text"/>

Section Two: Programme of Study

Programme Name	<input type="text"/>
Start date of programme	<input type="text"/>

Section Three: Nationality

(Please do not confuse nationality with your ethnic origin)

What is your nationality?	<input type="text"/>
What is your country of birth?	<input type="text"/>
Please state your mother's nationality:	<input type="text"/>
Please state your father's nationality:	<input type="text"/>
If applicable, what is your spouse's/civil partner's nationality?	<input type="text"/>

Evidence (please supply a scanned copy of the following documents):

Passport photo ID page for yourself and all relevant family members.

Tick this box to confirm you have attached the document(s)

Section Four: Residency and 'Main Purpose'

(Please use a separate sheet if necessary)

Please state below all the countries you have lived in, from the date you were born, giving the dates of residence and the main reason (or 'main purpose') of living in each country.

From		To		Country of Residence	Main Purpose for Residence (this means the main reason why you were living in that country or why you moved to that country)
Month	Year	Month	Year		

Evidence (please supply a scanned copy of the following documents):

Documents, which show where you have been living for the three years prior to the start of your programme. These may include household bills, mortgage statements, bank statements, council tax letters or any other document you feel is relevant. The documents must state either your name, or your family name. If the family name is different to yours, then we need to see documentation to show your relation to the owner of the document.

Tick this box to confirm you have attached the document(s)

Section Five: Employment Overseas

If you have lived outside the UK/EU/EEA, please answer the following questions:

Were you, or a member of your family temporarily employed outside the UK/EU/EEA? Yes No

If yes, was this the reason ('main purpose') for you living outside the UK/EU/EEA? Yes No

In which country is/was the employment based?

From which country was the employee recruited?

What is the nature of the contract? (please select)

Fixed term Permanent Other (please specify)

Evidence (please supply a scanned copy of the following documents):

Confirmation from the employer of the nature, duration and termination date of the employment outside the UK/EU, and whether the relevant person was recruited or posted from the UK/EU.

If the family name/surname stated in the documents differs from your own family name, please supply copies of documents to confirm the relationship between yourself and the named person (e.g. a birth certificate if the named person is a parent).

Tick this box to confirm you have attached the document(s), OR Not applicable

Section Six: Property in the UK/EU/EEA

Do you or your immediate family own or rent property in the UK/EU/EEA? Yes No

For how long has this property been owned/rented by you/your family?

What is the address of the property?

Evidence (please supply a scanned copy of the following documents):

Documents may include household bills, mortgage statements, council tax letters, deeds, letter of completion or any other document you feel is relevant. The documents must state either your name, or your family name. If the family name is different to yours, then we need to see documentation to show your relation to the owner of the document.

Tick this box to confirm you have attached the document(s), OR Not applicable

Section Seven: Visits to the UK/EU/EEA while based overseas

(Please use a separate sheet if necessary)

If you have lived outside of the UK/EU/EEA for any time, please state below all the visits you have made to the UK/EU/EEA which you have made while being based outside of the UK/EU/EEA:

From	To	Country visited	Reason for visit

Evidence (please supply a scanned copy of the following documents):

Documentation, which shows that you visited the UK/EU/EEA during the time which you have been living overseas. These may be e-tickets, flight itineraries, or any documents from the airline confirming your travel. Documents should give the name of the traveller, dates of travel, and the country the flights are from/to.

Tick this box to confirm you have attached the document(s), OR Not applicable

Section Seven: Immigration Status

If you are not an UK/EU/EEA or Swiss national, what is, or will be, your immigration status within the UK?

- | | |
|---|--|
| <input type="checkbox"/> Indefinite leave to remain / enter | <input type="checkbox"/> Discretionary leave |
| <input type="checkbox"/> Limited leave to remain in the UK | <input type="checkbox"/> Exceptional leave to remain / enter |
| <input type="checkbox"/> Certificate of entitlement to the right of abode | <input type="checkbox"/> Tier 4 (student) visa |
| <input type="checkbox"/> EU family member | <input type="checkbox"/> Dependant leave to remain |
| <input type="checkbox"/> Refugee or family of a refugee | <input type="checkbox"/> Other immigration status (please specify) |
| <input type="checkbox"/> Humanitarian protection | <input type="text"/> |

Evidence (please supply a scanned copy of the following documents):

Your Biometric Residence Permit (BRP) for the UK.

If you are on a dependant or family member include the relevant BRP cards for your family member, or person you are a dependant of.

You may also include any relevant documents about your immigration status (e.g. Home Office letters).

Tick this box to confirm you have attached the document(s), OR Not applicable

Declaration

I declare that, to the best of my knowledge, all the information given on this form is correct. I understand that I may be asked to provide supplementary documentary evidence of the answers I have given.

Signed: _____ Date: _____

How to submit your tuition fee appeal

Please email your completed questionnaire and relevant documents to:

financialaid@kent.ac.uk