

Terms and Conditions of Student Sponsorship



1. Overview

The University of Kent is a Student Sponsor of overseas students. As a Student Sponsor the University has a legal obligation to comply with the Immigration Rules, Student policy and sponsor guidance in addition to any other guidance it receives from the Home Office. Students sponsored by the University under the Student route must comply with their visa conditions as well as all conditions associated with Student sponsorship.

2. Student Responsibilities

2.1. As a student sponsored by the University under a Student visa your responsibilities include the following.

- Register on your course by the required course start date
- Ensure all fees due to the University are paid when requested.
- Provide the University with your current passport, visa/biometric residence permit in person, for scanning. Immediately inform the University of any changes to these documents and present them in person for scanning to your student record
- Provide the University with your contact details including your UK address, personal email address and mobile number. These must be updated regularly
- Provide to the University a Refusal Notice and where possible copies of any credibility interview notes if your visa is refused. Provide the University with a copy of all documentation associated with making an appeal or administrative review against a refusal
- Notify UK Visas & Immigration of any changes to your personal circumstances
- Participate fully in your studies at the University and attend all seminars, supervisions, examples classes, laboratory and other practical classes and lectures as may individually be required of you
- Comply with all University Regulations, Codes of Practice, policies and procedures including the University's Student Charter and General Regulations for Students
- Notify your School if you are ill or unable to attend your studies and provide a doctor's letter to confirm your illness for any periods of absence which occur due to sudden and severe health issues
- Inform the University if you change immigration categories and no longer require Student sponsorship

- Do not work more than the maximum allowable number of hours per week specified on your visa (i.e. 20 hours or 10 hours) during term time, paid or unpaid
- Do not undertake self-employment or engage in business activity in the UK
- Notify the University if you decide to withdraw from your programme or temporarily suspend your studies
- Leave the UK when your visa expires unless you have obtained further valid leave
- Co-operate and act honestly in all dealings with the University, as well as act in a way that supports the University in discharging its sponsor duties

3. University Student Sponsorship Duties

3.1. The University must retain copies of:

- Your current passport showing all personal identity details (including biometric details)
- Your current Student visa either as a biometric residence permit (BRP), entry clearance certificate or other immigration status document showing your period of leave to remain in the UK with entitlement to study at the University of Kent
- All qualifications and evidence used to obtain your entry on the programme of study
- Academic Technology Approval Scheme (ATAS) clearance certificate (for students who require this for their visa application)

3.2. The University is required to keep a record and history of your contact details which includes your UK residential address, telephone number, mobile phone number and email address.

3.3. The University is required to make a report to UK Visas & Immigration (UKVI) in certain situations. The University will inform UKVI if you:

- Do not enrol or re-enrol on your course of study or arrive later than the course start date
- Withdraw from the University for any reason
- Temporarily suspend studies through a period of intermission.
- Change your programme of study or reduce/extend the length of a course
- Move into a different immigration category and/or no longer require a Student visa
- Breach any visa conditions, including working more than the prescribed number of hours per week
- Miss consecutive expected contact points and/or fail to engage with the programme of study and Student sponsorship has been withdrawn as a result of the non-engagement

- Undertake a work placement, informing UKVI of your employer details and dates of employment
- Change your study location to another campus, site or partner institution
- Undertake fieldwork of more than one month's duration.

3.4. You are required to progress academically in order to qualify for Student sponsorship and you may have demonstrated this based on written confirmation that you were highly likely to successfully complete your previous course. If you were granted Student sponsorship based on academic progression confirmed via written confirmation, and you did not successfully complete your previous course, the University is required to notify UKVI and withdraw your Student sponsorship resulting in the termination of your registration at the University.

4. Withdrawal of Student Sponsorship

The University sponsors students in accordance with Home Office regulations and its Student Sponsorship and CAS Issuing Policy and reserves the right to refuse a CAS or withdraw sponsorship at its discretion. The University will state its reasons for refusal in writing. Applicants/Students will usually have a right of appeal against any decision.

5. How we use your information

Protecting your information is important to us. Processing your personal information and data is necessary to ensure that we meet our legal obligation for UKVI compliance. Please see the University's Student Enrolment Privacy notice

6. Disclaimer

Please note that the responsibilities outlined above are not comprehensive and do not represent a full statement of immigration or visa requirements. The University will do all that it can in assisting you to protect your Student status however, it is your responsibility to be aware of the conditions of stay linked to your visa and to assist the University in discharging its responsibilities as your Student sponsor. Failure to do so could result in deregistration as a student at the University resulting in the loss of our sponsorship of your visa. The University is entitled to revise its terms and conditions, as well as policies and procedures relating to compliance with its Home Office sponsor duties at any time.

By signing below I hereby agreed to the terms and conditions of Student sponsorship

Student name: _____

Student number: _____

Student Signature: _____

Date : _____