

Study Group Fee Assessment Form

Your application has indicated to us that you may be considered a Home Fees student in line with guidance provided by the UK Government and UKCISA. Please complete this form so that we can assess your correct fees status. Full details of the UK Government eligibility requirements can be found on the UKCISA website: www.ukcisa.org.uk

Personal Details

Application Number			
Title		Last Name	
First Name		Other Names	
Marital Status (please circle)	Single	Married	Divorced Civil Partner Widow/er
Date of birth	DD / MM / YYYY		
Country of Birth			
Email			
Country of Permanent Residence			
Your Nationality(ies)/Citizenship			
If you have dual nationality please state			
Nationality of Your Father			
Nationality of Your Mother			
Nationality of Your Spouse/Civil Partner			

Current and Former Residence

Please give details of all your addresses over the last 5 years (excluding holidays), we also need this information for your parents, and/or spouse (since marriage). Continue on a separate sheet if necessary.

	Date From	Date To	Address (including country)	Reason/Occupation (include details of nature and contract of employment)
Yourself				
Father				
Mother				
Spouse				

Visa Information – Immigration Status and History

Do you require a study visa for you Study Group pathway programme/direct entry course?	YES	NO
Have you previously had a UK visa?	YES	NO

Please only complete the information in this table if you HAVE previously been granted a UK visa:

Date of your previous arrival in the UK	Date: DD / MM / YYYY	
What was the main purpose for coming to the UK?	Main Purpose:	
Was your length of stay in the UK/EU limited by immigration control?	YES	NO
<p>If you have a residence permit or biometric card please state the type of permit you have: (see checklist below for required documents) For example:</p> <p>EU Settlement / EU Pre-Settled Status (see checklist below for required documents)</p> <p>Indefinite leave to remain / Settlement Limited Leave to Remain Refugee / Humanitarian Protection EU/EEA Family Member (see checklist below for required documents)</p>	<p>Please state as written on your permit:</p> <p>.....</p> <p>.....</p> <p>Date of Issue:</p>	
Date of arrival in the EU (if applicable)	Date: DD / MM / YYYY	
Do you classify yourself to be an EEA / Swiss Migrant Worker?	YES	NO
If you are an EEA / Swiss Migrant Worker please provide the following documents since arriving in the UK:	If you are a relevant Family Member of an EEA / Swiss Migrant Worker please provide the following documents; alongside the EEA / Swiss Migrant Workers documents opposite:	

Contract of Employment Payslips P45s / P60s	Spouse / Civil Partners Passport Marriage Certificate Father's / Mother's Passport Birth / Adoption Certificate
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If there is any other relevant information you wish us to take into account, please state below:

DECLARATION:

- I confirm that this form has been completed by myself (the student)
- I confirm that all relevant documentary evidence has been provided, including all passports.
- I confirm that all information presented here is true and accurate and that Study Group may require further documentary evidence to support the information provided. Failure to provide the requested information and supporting documentation may result in an incorrect fee assessment being made. I understand that this can lead to implications, such as being directed to an alternative university upon progression.
- I understand that in some cases, during the admissions process I may be supported and redirected to a different university based on the fee assessment decision. More information is available, including university acceptance guidelines via our [Tuition Fees and Payments](#) page.
- I confirm that I have provided any additional information that may be required to make a full and accurate assessment and that my full residency circumstances have been disclosed.
- I understand that Study Groups decision in relation to fee status is based on the evidence provided by me at the point of assessment and that by accepting the offer of admission, I am accepting the assessment of my fee status.
- I understand that once I have enrolled at the International Study Centre, the fee assessment decision cannot be changed, except in exceptional circumstances.
- I understand that the information given will be held and processed by Study Group in accordance with the Data Protection Act (2018) and I give my consent to the processing of my personal data, as defined by the Act, by Study Group

Checklist of Documents:

Please provide **COLOUR** copies of the following as applicable to you:

- Your Passport (colour copies of your personal details page and any visa stamped pages). If the name on your passport/Home Office documentation differs to that on your application, please provide evidence of name change as appropriate e.g. Marriage certificate, Decree Absolut or Affidavit.
- Your Residence Permit *if applicable*
- Your Biometric Card *if applicable* (Please provide a colour copy of the FRONT and BACK of your card)
- If you are an EU National please provide your Immigration Share Code and EU Settled / EU Pre-Settled Status confirmation letter.
- If you are an EU/EEA Family Member please provide evidence of your relationship to the EU/EEA family member such as a birth certificate or a marriage certificate. Please also include a colour copy of your relative's passport (personal details page only).

Signature _____

Date _____

Parent's Signature (If applicant is under 18) _____

Date _____