



## Applying for a Short-term Study Visa

### Step by Step Guide

**Please note:** Non-visa nationals can apply for a Short-term study visa on arrival at port of entry (see our [FAQs on our download page](#) for further details). Visa nationals must apply in advance for a Short-term study visa.

#### **STEP 1: Apply for a Short-term study visa**

To receive a Short-term study visa letter, please complete our [online application form](#) and send scanned copies of all requested documentation to [james@1impact-group.co.uk](mailto:james@1impact-group.co.uk).

Please note that you will need to submit your original Short-term study visa letter with your visa application. It is imperative, therefore, that you submit your request for a Short-term student visa at least 6 weeks before your intended date of travel.

#### **STEP 2: Familiarise yourself with the application process and guidance**

Visit the UK Visas and Immigration (UKVI) site titled "[Short-term study visa](#)". Everything you need to know about applying as a Short-term student should be available from this site. There are also links to a number of important documents, including the [full guide](#) to supporting documents.

Read through the various web-pages carefully, as they contain a lot of very detailed information about how to apply and what documents you need to provide. It is very important that you submit all the documents required. For a list of required documents, including information about the acceptable document formats, please see our [Frequently Asked Questions on our download page](#).

#### **Step 3: Complete the application form and book an appointment at your nearest Visa Application Centre (*Visa nationals only*)**

You must [apply online](#) for a Short-term study visa. You will need to select:

- **Reason for visit:** – “Study”
- **Visa Type:** – “Study (non Points-Based System)”
- **Visa Sub Type:** – “Study - Short-term student 6 months”

Please see our how to complete the [Visa4UK online application guidance on our download page](#) for further help. You will need to book an appointment at a [visa application centre](#) as part of your application. If you wish to submit your application via a premium route, please check that such an option is available by contacting the visa application centre direct.



#### **STEP 4: Attend your appointment at the visa application centre and submit your documents (*Visa nationals only*)**

- Submit all required documents\*
- Have your fingerprints and photograph (known as "biometric information") taken

\* Please make sure you submit ALL required documents. We recommend that you keep photocopies of your completed application and all submitted documents, including your passport.

#### **STEP 5: Receive and check your Short-term study visa (*Visa nationals only*)**

When you get your visa, it is essential that you check it carefully to ensure that:

- Your name and date of birth are correct
- It states you are a Short-term student
- It starts on or before the date you want to travel to the UK
- It does not end sooner than expected
- If any of the above details are incorrect, you should contact the Visa Application Centre that handled your application and request an amendment prior to travelling to the UK.