



Student Visa Essential Information

1. Introduction

Norland College is your Student visa sponsor and must fulfil several [UKVI obligations](#) for us to sponsor you to study with us. You also have requirements and obligations related to the Immigration Rules, your studies, and Norland as your Student visa sponsor. It is very important you understand these conditions as a breach can result in serious consequences for your current Student visa permission and any future immigration applications you may make.

2. CAS Issue Guidance

Before you can begin the visa application process, you must have a valid Confirmation of Acceptance for Studies (CAS) reference number. Your CAS is a unique reference number that Norland will send you by email. It is not a paper document. You will need to enter your CAS number on your visa application form. To issue you with a CAS, Norland must create a CAS statement. This will include information about your course, and personal information we will request from you during the application process. To help us do this, you will need to complete the CAS questionnaire which Norland will give you. Your CAS will be issued when you meet the conditions attached to your offer of study. After you are issued your CAS, please carefully check the document to make sure all the details are correct. If there are any problems with your CAS please inform the Student Visa Manager. You must apply for your visa within 6 months of receiving your CAS from Norland.

3. Student Visa Application Process

You must apply for your visa online, via the government website here <https://www.gov.uk/student-visa/apply>. The cost to apply for a student visa from outside the UK is currently £558. If you are coming to the UK to study on a Student visa for the first time, then you must apply for your visa from your home country before you travel. You may be able to switch to a student visa if you already have permission to be in the UK. You cannot switch to this visa if you have one of the following visas:

- a visit visa
- a short-term student visa
- a Parent of a Child Student visa
- a seasonal worker visa
- a domestic worker in a private household visa
- leave outside the immigration rules

If you have settled or pre-settled status under the EU Settlement Scheme, you do not need to apply for a visa.

If you do not meet the conditions of [switching your visa from within the UK](#), you will need to return to your home country to make the application.

4. Documents you will need to apply

Before starting the visa application process, it is important you understand and prepare the [required documents](#). You must have:

- a current passport

- a Confirmation of Acceptance for Studies (CAS) from Norland
- proof you have enough money to support yourself and pay for your course - this will vary depending on your circumstances
- original qualifications and English language documents as listed in the 'evidence provided' section of your CAS. This includes your SELT (Secure English Language Test) if applicable, please check with the Visa Manager to check you have the correct SELT
- Certified translations of any of the required documents used that are not in English
- If you are a resident of any of the countries listed here <https://www.gov.uk/tb-test-visa/countries-where-you-need-a-tb-test-to-enter-the-uk> you will need a copy of your tuberculosis test results

5. Level of English

You must prove your knowledge of the English language when you apply. You can prove your knowledge of English by either:

- passing a Secure English Language Test (SELT) from an approved provider (see more information about this requirement below)
- having a GCSE, A level, Scottish National Qualification level 4 or 5, Scottish Higher or Advanced Higher in English, gained through study at a UK school that you began when you were under 18

Your SELT (Secure English Language Test) must prove you can read, write, speak and understand English to level B2 on the Common European Framework of Reference for Languages (CEFR) scale. To meet this requirement, Norland requires an Academic IELTS (for UKVI) with an overall band of 6.0 with no less than 6 in each component skill, or equivalent. This will be quoted in the 'evidence provided' section of your CAS. If you do not already have this qualification, please get in touch with the Student Visa Manager before you book your test to ensure you book the correct test.

You do not need to prove your knowledge of English if you have completed a qualification equivalent to a UK degree in one of the following countries, or are from one of the countries listed on the government website here <https://www.gov.uk/student-visa/knowledge-of-english>

You also do not need to prove your knowledge of English if one of the following applies:

- you're a national of Canada
- you're applying to come to the UK for a study abroad programme as part of a university degree course in the USA
- you proved your level of English in a previous visa application

6. Differentiation Agreements

Some Student visa applicants do not need to provide evidence of their finances when they are applying for a Student visa. The Home Office calls this the 'differential evidence requirement'. If you qualify to apply under the differential evidence arrangement, you are not required to include evidence of finances and qualifications with your application. UKVI can request this evidence while your application is being considered though, so we do recommend you prepare evidence of your finances. Norland will also still require evidence of your qualifications and your finances. To qualify for differentiation arrangements, you must either:

- hold a passport which shows you are registered as a British National (Overseas) or which was issued by the competent authorities of Hong Kong SAR, Macau SAR or Taiwan (which includes the number of the identification card issued by the competent authority in Taiwan)
- be a national in any of the countries listed on the government website, here <https://www.gov.uk/student-visa/money>

7. Immigration Health Surcharge

Applicants coming to the UK for 6 months or longer are required to pay a mandatory immigration health surcharge to access the National Health Service (NHS). As a Norland student this will apply to you. When you make your visa application online, you pay the surcharge as part of your application or when you book an appointment. For students, the current rate is £776 per year, which you must pay for in one lump sum during your visa application (for example, for 3 years, you will need to pay £2,328). You will pay half the yearly amount if your application includes part of a year that is less than 6 months. You will pay for a whole year if your application includes part of a year that is more than 6 months. You will automatically get a partial refund if you paid the healthcare surcharge for more years than you were granted leave. You can start using the NHS when you have paid the healthcare surcharge and your visa is granted. You will still need to pay for certain types of services, such as prescriptions, dental treatment, and eye tests. When you access healthcare in the UK, you may need to provide your Biometric Residence Permit (BRP) or prove your status online using a share code, if you have a digital immigration status.

8. eVisa

If your visa application is successful, you will get an eVisa (which is an online record of your immigration status). Your visa decision letter will tell you how to get access to your eVisa, by creating a UK Visas and Immigration online account. You can then use your UKVI account to view your eVisa and prove your immigration status. Norland will request and store a copy of your eVisa for our records.

9. Academic Engagement Policy

As part of our sponsorship duties, Norland is required to ensure that sponsored students are academically engaging throughout the period of leave for which the student is being sponsored. We must notify UKVI and withdraw sponsorship where a student stops academically engaging within 10 working days of the last expected contact point, or the date from which the student has stopped academically engaging. Academic engagement is indicated by activities such as:

- attending required lectures, seminars or tutorials
- submitting essays, assignments and attending examinations

Visa students are also expected to follow the same conditions of attendance as stated in our Student Attendance Policy.

10. Work permissions

As of 15th August 2025, Norland is a Student Sponsor with a Track Record of Compliance. This means that students granted visas to study at Norland on or after this date will have permission to work in the UK up to 20 hours per week during term-time and full-time during vacations. These students will also be able to follow the placement settings in line with the current course requirements, as they have permission to spend up to 50% of the total length of their course on a work placement (Norland students spend just over 35% of their total length of their course on a work placement).

Students who were issued a Student visa with Norland prior to this date are bound to the conditions of their entry permission at the time their visa was allocated, as per point 11 of this document.

11. Arrangements for Student Visa Holders enrolled prior to Track Record Status

Students who enrolled with a Student Visa with Norland as their sponsor prior to Norland being granted Track Record status must adhere to the conditions of their visas. This includes limitations on work and time spent in a work placement setting, as follows:

Student visa holders with Norland as their sponsor who were granted entry permission before Norland attained Track Record status cannot work in the UK, including voluntary work. Additionally, the maximum time that is permitted to be spent in a work placement setting is 33% of the total course length. As work placements currently make up just under 40% of the total course length at Norland, these affected students are required to complete part of their placements in their home country before their course begins. This requirement is met by these students completing 4 weeks of a work placement in a formal setting (such as a nursery/pre-school environment) that Norland pre-approves. The student spends a minimum of four days a week of this four-week placement in this setting. As this placement finished, the setting completed a satisfactory End of Placement Appraisal document that Norland provided. This was then credited to the students using the APL method to ensure they meet the course requirements. When they join Norland, their first 2 placements (which are 4 weeks in length) were made up of 2 weeks in a physical setting, and 2 weeks in a 'virtual' setting. The 'virtual' placement experience provides students with opportunities to observe children's learning and development, assess how they're doing, plan to support their development and meet their care needs in a virtual way. The remainder of their placements will then run in line with the Norland Academic Regulations.

12. Our Responsibilities to You

Norland is your Student visa sponsor and must fulfil a number of obligations to UKVI in order for us to sponsor you to study with us, and to protect our status as a Student sponsor. Fulfilling these obligations safeguards our ability to recruit international students in the future. It is a privilege to be a Student sponsor, and our success in maintaining this status ensures you can complete your studies securely whilst under our sponsorship. We are required to report to UKVI any changes in your circumstances, such as:

- If a student withdraws from their course before they travel to the UK
- If a student does not enrol within the enrolment period
- If a student stops academically engaging
- If a student is suspended
- If a student completes their course early
- If the student accrues any unauthorised absences
- If a student defers their studies after they have arrived in the UK and is no longer actively studying. If the student does not resume their studies after 60 days of deferment, we must withdraw sponsorship unless there are exceptional circumstances
- We withdraw you from the course
- Anything which suggests a student is breaking the conditions of their permission to stay in the UK, such as working on breach of their conditions

The reporting of some of these changes may result in the curtailment of your visa. It is very important you maintain contact with your tutor and the established support systems we have in place at Norland so together we can try to avoid having to take any steps that may result in the cancellation of your visa.

We are also required to maintain up to date records of your contact details, including term time address and phone numbers. Norland checks these details with all students on an annual basis, but if you change these details at any time, please be sure to let the Student Visa Manager know.

13. Further Information and Advice

Norland is placed to support you as much as possible during the visa application process. However, it is very important that you read and understand the documents and web pages below, as you will be submitting the application yourself. Common factors that cause a visa application to be refused can be because the applicants do not read and fully understand the guidance, or do not have sufficient funds for the required amount of time, or do not provide the correct documents with applications. Making sure you fully understand the requirements of making a visa application is essential.

1. UKVI: [guidance for students.](#)
2. UKVI: [how to apply for a student visa from outside the UK.](#)
3. UKCISA: [making a student immigration application in your home country.](#)

Document Control Information	
Policy Title:	Student Visa Essential Information
Version number:	V8.0/CH/08-05-2026
Owner:	Student Records, Data and Visa Manager
Approving Body:	Academic Board
Related Norland Documents:	Student Attendance Policy
Date of approval:	8 th May 2026
Date of effect:	As above
Frequency of review:	Annually
Date of next review:	May 2027