

## Checklist for Student Visitor Applications

1. Completed and signed VAF.
2. Correct fee.
3. Appropriate recent photo attached securely to the front top right hand corner of the VAF.
4. UK education institution offer letter showing whether the offer is conditional or not, and showing the full costs of the course.
5. Current educational qualifications.
6. Evidence of English ability e.g. IELTS or TOEFL.
7. Sponsor's employment/income letter (with contact details shown).
8. Sponsor's current employer's business licence.
9. Sponsor's salary bank book.
10. Sponsor's individual income tax receipts.
11. Family book.
12. Evidence of how the trip will be funded e.g. Bank Deposit Certificates/ Bank Books/ Bank Slips.
13. History/source of funds dating back at least 6 months.
14. Evidence of immigration status in China if NOT a Chinese national. e.g Chinese visa.
15. Any previous passports you still have.
16. Evidence of marital status e.g. marriage or civil partnership certificates, divorce certs (unless single).
17. Details of any criminal convictions in this country or elsewhere.
18. Evidence of any personal sources of income.
19. Evidence of any previous study or qualifications gained in the UK.
20. Evidence of additional expenses you will incur during your studies e.g. flights to the UK, course deposit and accommodation costs.
21. Evidence of payments already made towards flights to the UK, course deposit and accommodation costs.
22. Any other documentation you consider relevant to your application.

