



Short-Term Student Visa Packet

Spring 2019

IMPORTANT NOTES

- **You must apply for your student visa online by November 15, 2018.** Applications will not be accepted more than three months in advance. There is an application fee of approximately \$130 (£93) that can only be paid online with a Visa or MasterCard. It will take approximately three weeks for the UK Visa and Immigration Office to process your application; it will not be possible for you to travel internationally during that time. Guidelines for completing the online application are on pages 2-4 of this packet.
- The last step of the online application is to schedule an appointment for your biometric scan. You must bring the following documents to your appointment:
 - Printed appointment confirmation (you will receive this via e-mail after you schedule the appointment online)
 - Valid travel document (passport)
 - I-20/IAP-66 or Alien Registration card
 - Printed online visa application
- After your biometric appointment you will mail the following documents to the British Consulate in NYC:

UK Visas and Immigration
British Consulate General
845 Third Avenue
New York, NY 10022

DOCUMENTS TO SUBMIT

1. Printed visa application form
2. Official Passport
 - Passport must be signed
 - Passport must have at least one blank page to affix the visa

3. Provide a copy of your I-20/IAP-66 or Alien Registration card in addition to your national passport
4. Letter of Verification (provided by Syracuse Abroad Admissions Counselor)
5. Additional documents as shown on your application
Documents about your finances may be required, at the end of your application it will provide you with a list of additional items you need to submit, possibilities detailed [here](#)
6. Prepaid Express Mail Envelope
This must be purchased through UPS (Federal Express and USPS are not accepted).
You also have the option of **purchasing a next-day, trackable return label through the UKVI partner, VFS Global, after you complete the online application.** If you choose this option, you must include a printout of the Return Airway Bill (AWB) with your application.

Additional Note: If you plan to travel outside of the UK for personal or course-related travel during your semester, it is your responsibility to research and obtain any additional visa before you depart (such as a [Schengen Visa](#)).

Guidelines for completing the Short-Term Student Visa Application

Fill out the Short-term visa application with your personal information. For program-specific questions please use the responses provided (answers in **red**):

Confirm your visa type **Short-term student visa**

Select your location **United States of America** (if you are an international student planning to apply in your home country please email jlorecki@syr.edu)

Apply for a UK visa-United States of America ensure that you can go to a biometrics appointment at one of the visa application centres listed then click '**I can go to an appointment at one of these visa application centres**'

Short-term student visa **Apply now**

Register your email please use an email you check often (such as your syr address) and create a password, make a note of your login information

Course enrolment

Are you enrolled or accepted on a UK course? **Yes**

Course details

Institution name: **Syracuse University London**

Course name: **Syracuse University London Program**

Qualification you will get: **RQF6**

Course start date: **Day: 15, Month: 01, Year: 2019** (London program start date)

Day: 06, Month: 01, Year: 2019 (if participating in an optional Signature Seminar)

Course end date **Day: 03, Month 05, Year 2019**

Other courses

Would you like to add any other courses that you are enrolled or accepted on in the UK? **No**

Accommodation

Is your accommodation included in the cost of your course? **Yes**

Academic Technology Approval Scheme (ATAS)

Do you need to obtain permission from the ATAS? **No**

Your income and savings

Please answer the questions about cost according to your financial situation

About the cost of your visit

How much money are you planning to spend on your visit to the UK? **Please fill this out according to your estimated personal expenses (do not include tuition or the program fee). This number will vary according to the individual, an example planning budget can be found [here](#)**

Your planned length of stay

Are you planning to come to the UK for up to 6 months or up to 11 months? **Up to 6 months**

Your visit to the UK

Date you will arrive in the UK*: **Day: 15, Month: 01, Year: 2019** (London program start date)

Day: 06, Month: 01, Year: 2019 (if participating in an optional Signature Seminar)

Date you will leave the UK*: **Day: 03, Month: 05, Year: 2019**

(*please adjust these answers accordingly if you are arriving earlier than the program start date/staying after the program ends)

Travelling as part of an organised group

Will you be travelling to the UK as part of an organised group? **Yes**

Company or group name **Syracuse University London**

Accommodation in the UK

Do you have an address for where you are going to stay in the UK? **No, enter 'Program housing is coordinated by Syracuse University London'**

Documents

Please make a note or print the list of documents you need to submit to the consulate

Choose a Service*

Select the Standard service (131.00 USD)

*if you have missed the Short-term student visa deadline contact jlorecki@syr.edu

Choose a Visa Application Centre

This is the location you will appear to have your biometrics taken

Choose an appointment day and time

Review your application and Continue to WorldPay to enter credit card information

Download and print your application

If you have any questions please contact your Admissions Counselor, Joelle Orecki, at jlorecki@syr.edu or 315-443-9431.