

### **What is a Confirmation of Acceptance for Studies (CAS)?**

All students who are visa nationals, that is anyone who is from outside of the [European Economic Area](#) who require a Tier 4 visa to study full time in the UK must have a valid Confirmation of Acceptance for Studies (CAS) before they are able to submit a Tier 4 visa application.

A CAS is an e-document and confirms that you have been accepted onto a full time degree course at an educational sponsor in the UK. It is a summary of the information that is uploaded directly onto the UKVI student sponsor management system and contains information about you, your studies and fees paid. This information is used to consider your application, in conjunction with the supporting documents that you must provide when you submit your visa application to the Visa Issuing Post (UKVI) . The CAS is particular to the course and educational institution where you wish to study. If you change to another educational institution you must request a new CAS.

### **How many times can I use my CAS?**

You can only use a CAS once for each visa application.

### **What if my visa is refused?**

If your visa application is refused you must send your refusal notice to us at [visa-advice@lancaster.ac.uk](mailto:visa-advice@lancaster.ac.uk) as soon as possible. If you then wish to submit a new visa application you must also request a new CAS and submit evidence to us that you meet the requirements for a valid visa application before we can consider issuing a new CAS to you.

### **When will I receive my CAS?**

If you are going to start a new course of study at Lancaster University you must have accepted your unconditional offer for studies. The Admissions Team will then enter all the relevant information into your student record and this information will then be used by the LU Visa & Immigration Team to assess and issue your CAS.

The CAS request will automatically appear on our CAS System no earlier than 5 months and 10 days before the course start date. We cannot issue a CAS any earlier than this because an unused CAS is only valid for 6 months from the date we produce it.

The CAS will be issued to you via the email address you have provided.

### **What happens if I need to change some information on my CAS?**

You should check the details are correct and email us immediately if there are any amendments required to [cas-enquiries@lancaster.ac.uk](mailto:cas-enquiries@lancaster.ac.uk).

### **I am financially sponsored for my studies – will the information be included on my CAS?**

If you are financially sponsored by Lancaster University we will be able to enter this information onto the CAS for you.

If you are financially sponsored by any other official sponsor (external government, agency or other University) you will need to supply evidence of your sponsorship in an official letter as part of the documents you submit for your visa application. We cannot enter this information onto the CAS for you.

### **What if I decide to defer or decline my offer after I receive my CAS?**

You will need to email us at [cas-enquiries@lancaster.ac.uk](mailto:cas-enquiries@lancaster.ac.uk) and we will withdraw the CAS and inform the UKVI for you.

### **When Can I submit my Tier 4 visa application?**

You can make your Tier 4 visa application NO EARLIER than 3 months before your course start date (for example, if your course starts 1<sup>st</sup> October you can apply for your visa no earlier than 2<sup>nd</sup> July). If you attempt to apply any earlier, the UKVI may refuse your visa.

Having a CAS does not mean that you are guaranteed your application will be successful. You must meet all the requirements of a Tier 4 application, including completing the Tier 4 application form correctly and submitting all the required supporting documents, including evidence of your finances.

You can find further information about applying for your visa here: <https://www.gov.uk/apply-uk-visa>

There is additional information about immigration/visas and your responsibilities particular to your studies at Lancaster on our webpages;

<http://www.lancaster.ac.uk/student-based-services/international/>

You can also contact the LU Visa & Immigration Team for queries regarding your Tier 4 visa here: [visa-advice@lancaster.ac.uk](mailto:visa-advice@lancaster.ac.uk)

# Lancaster University



*Any information given is intended as a guide only and is not a substitute for appropriate legal advice. Whilst every effort is made to ensure that your visa application and documents meet the UKVI criteria for a valid application, by using our services you accept that your immigration status remains your responsibility and we cannot accept any liability should your visa be refused or rejected as invalid for any reason.*

*By using our services, you give permission for Lancaster University to communicate with UKVI and related agencies regarding your immigration status record.*