

## Confirmation of Acceptance for Studies Terms and Conditions

### Introduction

1.1 These terms and conditions govern the relationship between the student ("you") and Birkbeck, University of London ("we" or "the University") in relation to your Confirmation of Acceptance for Studies (CAS) and your subsequent degree at Birkbeck (the "Main Programme of Study").

1.2 By confirming your details in the Enrolly CAS Shield platform, or via the University's CAS Request form, you agree to abide by these terms and conditions, as well as the [University's regulations, policies, and codes of conduct](#).

### General principles

2.1 To ensure that the University complies with Home Office regulations CAS will only be issued to students who, to the best of our knowledge, will meet the Student visa requirements and will comply with the conditions of that visa.

2.2 For the purposes of applying for a Student visa extension in the UK, CAS can only be issued to students whose current visa permits an extension of, or switching to the Student visa route.

2.3 CAS will not be issued:

- Until all conditions of your offer for your Main Programme of Study have been fulfilled and you have formally accepted the offer.
- If the University judges that there is reason to believe that you will not meet the Student visa requirements. Examples of this are if you have had a previous visa application refused, failed to provide satisfactory information or documentation, or if there is reason to believe you will not pass a credibility assessment.
- To any student who has been in breach of the University's regulations, policy, or codes of practice.

- To any student who has had their registration from the University discontinued. To any student who has an outstanding debt to the University.
- To any student in the UK whose immigration permission has expired.

2.4 Where sponsorship has been withdrawn by the University previously, the student must provide evidence that they have left the UK and will to apply for a new Student visa from their home country, or country of residence.

2.5 The University reserves the right to amend or withdraw an unused CAS at any time.

### **Programme of study and qualifications**

3.1 CAS will only be issued for programmes which are at Bachelor's degree (RQF Level 6) or above and with a full-time mode of study. The University does not permit sponsorship of students studying a part-time or distance learning course.

3.2 You must provide official confirmation that you have met the academic and English language qualifications as stipulated by the University.

### **Maintenance requirements**

4.1 You must provide evidence of meeting the Student visa maintenance requirement prior to your CAS being issued.

### **Students repeating periods of study**

5.1 CAS can be issued for period of repeating study providing:

- The student has repeated the module no more than once unless it is the recommendation of the Board of Examiners that, due to exceptional circumstances, a further repeat with attendance (retake) is required.
- The further study period required is more than six months which is not covered by their existing visa.
- For students who have a current Student visa, the retake study period will begin within 60 days of the start of the student's last instance of academic participation and at least one academic engagement per week will normally be required for taught students, or three

supervisions per term for research students, as outlined in the [Student Engagement and Attendance Policy](#).

- Students who have an enrolment status of 'Exam Only' are not eligible for further Student visa sponsorship.
- Master's students who have an enrolment status of 'Dissertation Only' are not eligible for further Student visa sponsorship.
- Standard visitor visa route will be used if the student is only required to undertake reassessment, attend a viva, or to carry out thesis error corrections.

### **Student visa obligations**

6.1 In accordance with obligations under the Student route, both the student and Birkbeck must agree to fulfil their own duties. These can be found on the University's website:

[Student Visa Responsibilities](#).

### **Consent to Home Office checks**

7.1 Occasionally the College will need to contact the Home Office to clarify details on outstanding visa applications and previous immigration history. By accepting these terms and conditions, you consent to providing Birkbeck with permission to contact the Home Office on your behalf and for the Home Office to release information to Birkbeck.

Registry Services

March 2025