

Visas – Assistance in getting a visa for the 3rd ESSHS, Belfast

Please read this guide carefully as a lot of immigration and visa requirements have changed since September 2007, so please do not assume that because you have previously entered the UK, without a visa, that you can still do so. Those who need a visa to enter the UK are generally any one who does not hold a passport issued as a national of the EEA:

The following countries are members of the European Economic Area (EEA).

Austria	Greece	Netherlands
Belgium	Hungary	Norway
Bulgaria	Iceland	Poland
Cyprus	Ireland	Portugal
Czech Republic	Italy	Romania
Denmark	Latvia	Slovakia
Estonia	Liechtenstein	Slovenia
Finland	Lithuania	Spain
France	Luxembourg	Sweden
Germany	Malta	United Kingdom

If you are not a British Citizen or a citizen of one the European Economic Area (EEA) countries or of Switzerland, you will probably need an entry clearance before you travel to the UK.

People from certain countries, known as visa nationals, need an entry clearance to enter the UK for any reason.

Visa nationals (last updated 03/03/08)

Visa nationals are those who require a visa for every entry to the UK – see below.

Afghanistan	Georgia	Oman
Albania	Ghana	Pakistan
Algeria	Guinea	Peru
Angola	Guinea Bissau	Palestinian Authority
Armenia	Guyana	Philippines
Azerbaijan	Haiti	Qatar
Bahrain	India	Russia
Bangladesh	Indonesia	Rwanda
Belarus	Iran	Sao Tome & Principe
Benin	Iraq	Saudi Arabia
Bhutan	Ivory Coast	Senegal
Bosnia-Herzegovina	Jamaica	Serbia
Burkina Faso	Jordan	Sierra Leone
Burma (Myanmar)	Kazakhstan	Somalia
Burundi	Kenya	Sri Lanka
Cambodia	Korea (Dem. People's Rep)	Sudan
Cameroon	Kosovo	Surinam
Cape Verde	Kuwait	Syria
Central African Republic	Kyrgyzstan	Taiwan
Chad	Laos	Tajikistan
China, People's Rep.of	Lebanon	Tanzania
Colombia	Liberia	Thailand
Comoros	Libya	Togo
Congo, Democratic Republic of	Macedonia	Tunisia
Congo, Republic of	Madagascar	Turkey
Cuba	Malawi	'Turkish Republic of Northern Cyprus'
Djibouti	Mali	Turkmenistan
Dominican Republic	Mauritania	Uganda
Ecuador	Moldova	Ukraine
Egypt	Mongolia	United Arab Emirates
Equatorial Guinea	Montenegro	Uzbekistan
Eritrea	Morocco	Vatican City (service & emergency only)
Ethiopia	Mozambique	Vietnam
Fiji	Nepal	Yemen
Gabon	Niger	Zambia
Gambia	Nigeria	Zimbabwe

Entry clearance is the formal term to describe the application process for visa nationals who wish to travel to the United Kingdom. The entry clearance certificate, more commonly called a visa, is placed in your passport or travel document.

The job of an entry clearance officer at a British mission overseas is to decide if you qualify for entry before you travel to the United Kingdom. Entry clearance officers work to strict rules and procedures. Go to the [Immigration Rules](#) and [Diplomatic Service Procedures - Entry Clearance](#) for further information.

If you have a valid UK visa, you will not normally be refused entry to the UK on arrival unless your circumstances have changed, you gave false information, or you did not tell the entry clearance officer important facts when you applied for your visa.

The visa tells the immigration officer at a UK port of arrival:

- the purpose of your travel;
- how long you can stay in the UK; and
- the latest date that you can enter the UK.

To find out if you need an entry clearance/visa, please go to [Do I need a UK visa?](#) or use following link - <http://www.ukvisas.gov.uk/servlet/Front?pagename=OpenMarket/Xcelerate/ShowPage&c=Page&cid=1006977149962>

As a delegate you are recommend that you enter as a Student Visitor (less than 6 months) and that is what any “visa assistance letter” from us will state. This will simply the procedure and increase your chance of obtaining a visa.

Student Visitor details and flowcharts (last updated 09/10/07)

The following student rule changes took effect on 1 September 2007:

- A new Student Visitor category was introduced for short term students who wish to study in the UK for six months or less but who do not wish to take part-time employment or seek an extension to their student visitor leave; visitors are no longer allowed to enter the UK to undertake a course of study;
- A mandatory entry clearance requirement was introduced for those coming to the UK as a student or as a prospective student;

 [Student flowchart \(PDF, 68K\)](#)

As a Visa National Student Visitor, this should mean that you will then need to complete a [VAF1 form](#) (select from the list near the bottom of this link page) or us the following direct links –

 [Application form VAF1 - Visitor \(PDF, 225K\)](#)

 [Visitor form guidance notes \(PDF, 150K\)](#)

Please ensure that you carefully read and follow the notes provided – use the correct colour of ink (blue or black as specified). If they request a tick, only use a tick - or if an “x” (cross) is required – use this and please make sure that you answer all the required questions and that your data is complete and correct – always use **BLOCK CAPITALS so that your form can be read easily and that nothing can be misread.**

Please note that the category of Student Visitor has been introduced for short-term students who wish to study in the UK. Short-term students are those who are studying on courses of six months duration or less (as ESSHS is).

- The category allows for short term students to undertake a short period of study during their visit to the UK;
- The Student Visitor is required to meet the requirements of the rules relating to visitors;
- In addition he/she will also have to demonstrate that he/she has been accepted on a course of study provided by an organisation which is included on the Register of Education and Training Providers (University of Ulster is included – see ;
- The maximum period of leave allowed in this category is six months;
- There are no provisions for Student Visitors to extend their leave in the UK or switch in-country to any other category. If they wish to follow a further course of study they must return to their home country and obtain a student visa.
- Any leave granted in this new category will be counted as a period spent as a visitor for the purposes of considering an in-country application for visitor leave.
- Only those over the age of 18 may apply in this category

Visa nationals who wish to enter the UK under this category should apply for entry clearance prior to arrival in the UK. Non-visa nationals should not need entry clearance prior to arrival but will need to declare their intentions to the Immigration Officer on arrival. They will be required to show evidence that they can meet all the requirements of the Immigration Rules, Paragraph 56K (below).

Requirements for leave to enter as a student visitor - Immigration Rules, [Paragraph 56K](#) (See below)

The requirements to be met by a person seeking leave to enter the United Kingdom as a student visitor are that they:

- are genuinely seeking entry as a student visitor for a limited period as stated by them, not exceeding six months; and
- have been accepted on a course of study which is to be provided by an organisation which is included on the Register of Education and Training Providers; and
- intend to leave the United Kingdom at the end of their visit as stated by them; and
- do not intend to take employment in the United Kingdom; and
- do not intend to engage in business, produce goods or provide services within the United Kingdom, including the selling of goods or services direct to members of the public; and
- do not intend to study at a maintained school; and
- will maintain and accommodate themselves and any dependants adequately out of resources available to them, without recourse to public funds or taking employment; or will, with any dependants, be maintained and accommodated adequately by relatives or friends; and
- can meet the cost of the return or onward journey; and
- are not a child under the age of 18.

Leave to enter as a student visitor - Immigration Rules, [Paragraph 56L](#) (see below)

A person seeking leave to enter to the United Kingdom as a student visitor may be admitted for a period not exceeding 6 months, subject to a condition prohibiting employment, provided the Immigration Officer is satisfied that each of the requirements of **Paragraph 56K** is met.

Refusal of leave to enter as a student visitor - Immigration Rules, [Paragraph 56M](#) (see below)

Leave to enter as a student visitor is to be refused if the Immigration Officer is not satisfied that each of the requirements of paragraph 56K is met.

Amendment to visitor rules

An amendment has been made to the visitor rules so that no one is able to undertake a course of study in the UK if they have entered the UK as a visitor.

Mandatory requirements for students and prospective students

As from 1 September 2007 both visa nationals and non visa nationals are required to apply for entry clearance prior to arrival in the UK. This requirement is mandatory for those wishing to come to the UK for the purpose of study for more than six months or who are coming to study for six months or less but intend to take part-time work whilst here. The requirement to have a visa is also mandatory for prospective students.

Under the rules change Student Dependants and Working Holidaymakers are no longer able to switch to the Student category. They will have to return to their home country in order to make an application for visa as a student or prospective student.

Guidance – from Students (INF 5)

Student visitors

Requirements for leave to enter as a student visitor

56K. The requirements to be met by a person seeking leave to enter the United Kingdom as a student visitor are that he (or she):

- (i) is genuinely seeking entry as a student visitor for a limited period as stated by him, not exceeding six months; and
- (ii) has been accepted on a course of study which is to be provided by an organisation which is included on the Register of Education and Training Providers; and
- (iii) intends to leave the United Kingdom at the end of his visit as stated by him; and
- (iv) does not intend to take employment in the United Kingdom; and
- (v) does not intend to engage in business, to produce goods or provide services within the United Kingdom, including the selling of goods or services direct to members of the public; and
- (vi) does not intend to study at a maintained school; and
- (vii) will maintain and accommodate himself and any dependants adequately out of resources available to him without recourse to public funds or taking employment; or will, with any dependants, be maintained and accommodated adequately by relatives or friends; and
- (viii) can meet the cost of the return or onward journey; and
- (ix) is not a child under the age of 18.

Leave to enter as a student visitor

56L. A person seeking leave to enter to the United Kingdom as a student visitor may be admitted for a period not exceeding 6 months, subject to a condition prohibiting employment, provided the Immigration Officer is satisfied that each of the requirements of paragraph 56K is met.

Refusal of leave to enter as a student visitor


56M. Leave to enter as a student visitor is to be refused if the Immigration Officer is not satisfied that each of the requirements of paragraph 56K is met.

Source: <http://www.ind.homeoffice.gov.uk/policyandlaw/immigrationlaw/immigrationrules/part2/>

Most UK visa applications are now made on-line – see <http://www.visa4uk.fco.gov.uk/> for further information
You can get contact details of your nearest UK visa issuing office from the **Foreign and Commonwealth Office website**. UK Visa FAQ - <http://www.visa4uk.fco.gov.uk/FAQ.aspx> has many answers and more good information



Supported Countries

All countries that are supported by Visa4UK are listed on this page. If a country accepts payment on-line this is indicated by a  icon to the right of the website address.







ALBANIA	http://www.uk.al	
ALGERIA	http://www.britishembassy.gov.uk/algeria	
ANDORRA	http://www.ukinspain.com	
ANGOLA	http://www.britishembassy.gov.uk/angola	
ANGUILLA	http://www.britishhighcommission.gov.uk/barbados	
ANTIGUA AND BARBUDA	http://www.britishhighcommission.gov.uk/barbados	
ARGENTINA	http://www.britain.org.ar	
AUSTRALIA	http://bhc.britaus.net/visas/visadefault.asp	
AUSTRIA	http://www.britishembassy.at	
AZERBAIJAN	http://www.britishembassy.az	
BAHAMAS	http://www.britainusa.com	
BAHRAIN	http://www.vfs-uk-bh.com	
BANGLADESH	http://www.vfs-uk-bd.com	
BARBADOS	http://www.britishhighcommission.gov.uk/barbados	
BELARUS	http://www.britishembassy.gov.uk/belarus	
BELGIUM	http://www.britishembassy.gov.uk/belgium	
BELIZE	http://www.britainusa.com	
BERMUDA	http://www.britainusa.com	
BOLIVIA	http://www.britishembassy.gov.uk/bolivia	
BOSNIA AND HERZEGOVINA	http://www.britishembassy.gov.uk/bih	
BOTSWANA	http://www.britishhighcommission.gov.uk/botswana	
BRAZIL	http://www.visainfoservices.com	

BRITISH VIRGIN ISLANDS	http://www.britishhighcommission.gov.uk/barbados	
BRUNEI	http://www.britishhighcommission.gov.uk/brunei	
BULGARIA	http://www.british-embassy.bg	
BURMA (MYANMAR)	NO WEBSITE LISTED	
CAMBODIA	http://www.vfs-uk-th.com	
CANADA	http://www.britainincanada.org	P
CHILE	http://www.britemb.cl	
CHINA	http://www.vfs-uk-cn.com	
COLOMBIA	http://www.britain.gov.co	
COSTA RICA	http://www.britainusa.com	P
CROATIA	https://www.visainfoservices.com	
CZECH REPUBLIC	http://www.britain.cz	
DEMOCRATIC REPUBLIC OF CONGO	NO WEBSITE LISTED	
DENMARK	http://www.britishembassy.dk	
DOMINICA	http://www.britishhighcommission.gov.uk/barbados	
DOMINICAN REPUBLIC	http://www.britishembassy.gov.uk/dominicanrepublic	P
ECUADOR	http://www.britishembassy.org.ec	
EGYPT	http://www.visainfoservices.com/en_eg/appointment/selectfacility.html	P
EL SALVADOR	http://www.britainusa.com	P
ESTONIA	http://www.britishembassy.ee	
FINLAND	http://www.britishembassy.fi	
FRANCE	http://www.visainfoservices.com	P
GAMBIA	http://www.britishhighcommission.gov.uk/thegambia	
GEORGIA	http://www.britishembassy.gov.uk/georgia	
GERMANY	http://www.visainfoservices.com	P
GHANA	http://www.vfs-uk-gh.com	
GIBRALTAR	NO WEBSITE LISTED	
GREECE	http://www.british-embassy.gr	
GRENADA	http://www.britishhighcommission.gov.uk/barbados	
GUATEMALA	http://www.britainusa.com	P
GUYANA	http://www.britishhighcommission.gov.uk/guyana	P
HAITI	http://www.britishembassy.gov.uk/dominicanrepublic	P
HONDURAS	http://www.britainusa.com	P
HONG KONG	http://www.britishconsulate.org.hk	

HUNGARY	http://www.britishembassy.hu	
ICELAND	http://www.britishembassy.is	
INDONESIA	http://www.britain.or.id	
IRAN	http://www.britishembassy.gov.uk/iran	
IRAQ	http://www.britain.org.jo	
IRELAND	http://www.britishembassy.ie	P
ISRAEL	http://www.britemb.org.il	P
ITALY	http://www.visainfoservices.com	P
JAMAICA	http://www.britishhighcommission.gov.uk/jamaica	
JAPAN	http://www.vfs-uk.jp	
JORDAN	https://www.visainfoservices.com	
KAZAKHSTAN	http://www.vfs-uk-kz.com/	
KENYA	http://www.vfs-uk-ke.com	
KOSOVO	http://www.britishembassy.org.mk	
KUWAIT	http://www.vfs-uk-kw.com	
LATVIA	http://www.britain.lv	
LEBANON	http://www.britishembassy.gov.uk/lebanon	
LESOTHO	http://www.britain.org.za	
LITHUANIA	http://www.britain.lt	
LUXEMBOURG	http://www.visainfoservices.com	P
MACEDONIA	http://www.britishembassy.org.mk	
MALAWI	http://www.vfs-uk-za.com/	
MALAYSIA	http://www.britain.org.my	
MALTA	http://www.britishhighcommission.gov.uk	P
MAURITANIA	http://www.britain.org.ma	
MAURITIUS	http://www.britishhighcommission.gov.uk/mauritius	
MEXICO	http://www.embajadabritanica.com.mx	
MOLDOVA	http://www.britishembassy.md	
MONGOLIA	http://www.britishembassy.gov.uk/mongolia	
MONTENEGRO	https://www.visainfoservices.com	
MONTserrat	http://www.britishhighcommission.gov.uk/barbados	
MOROCCO	http://www.britain.org.ma	
MOZAMBIQUE	http://www.vfs-uk-za.com	
NAMIBIA	http://www.vfs-uk-za.com	

NEPAL	http://www.vfs-uk-np.com	
NETHERLANDS	http://www.britain.nl	
NEW ZEALAND	http://www.britain.org.nz	P
NICARAGUA	http://www.britainusa.com	P
NIGERIA	http://www.vfs-uk-ng.com	
NORWAY	http://www.britain.no	
OMAN	http://www.vfs-uk-om.com	
PAKISTAN	http://www.ukvacpk.com	
PALESTINIAN OCCUPIED TERRITORIES	http://www.britishconsulate.org	
PANAMA	http://www.britainusa.com	P
PARAGUAY	http://www.britain.org.ar	P
PERU	http://www.britishembassy.gov.uk/peru	P
PHILIPPINES	http://www.vfs-uk-ph.com	
POLAND	http://www.britishembassy.pl	
PORTUGAL	http://www.uk-embassy.pt	
QATAR	http://www.vfs-uk.com.qa	
ROMANIA	http://www.britishembassy.gov.uk/romania	
RUSSIA	http://www.ukvac-ru.com	
RWANDA	http://www.britishembassykigali.org.rw	
SAUDI ARABIA	http://www.britishembassy.gov.uk/saudiarabia	
SENEGAL	http://www.britishembassy.gov.uk/senegal	
SERBIA	http://www.visainfoservices.com	
SEYCHELLES	NO WEBSITE LISTED	
SIERRA LEONE	http://www.britishhighcommission.gov.uk/sierraleone	
SINGAPORE	http://www.vfs-uk-sg.com	
SLOVAKIA	http://www.britishembassy.sk	
SOUTH AFRICA	http://www.vfs-uk-za.com	
SPAIN	http://www.ukinspain.com	
ST KITTS AND NEVIS	http://www.britishhighcommission.gov.uk/barbados	
ST LUCIA	http://www.britishhighcommission.gov.uk/barbados	P
ST VINCENT	http://www.britishhighcommission.gov.uk/barbados	
SUDAN	http://www.britishembassy.gov.uk/sudan	
SWAZILAND	http://www.britain.org.za	
SWEDEN	http://www.britishembassy.se	P

SWITZERLAND	http://www.visainfoservices.com	
SYRIA	http://www.britishembassy.gov.uk/syria	
TAIWAN	http://www.vfs-uk-tw.com	
TANZANIA	http://www.britishhighcommission.gov.uk/tanzania	
THAILAND	http://www.vfs-uk-th.com	
TRINIDAD AND TOBAGO	http://www.britishhighcommission.gov.uk/trinidadandtobago	
TUNISIA	http://www.britishembassy.gov.uk/tunisia	
TURKEY	https://www.visainfoservices.com	
TURKMENISTAN	http://www.britishembassy.gov.uk/turkmenistan	
UKRAINE	http://www.ukvac-ua.com	
UNITED ARAB EMIRATES	http://www.vfs-uk-ae.com	
UNITED STATES	http://www.britainusa.com	
URUGUAY	http://www.britishembassy.org.uy	
VENEZUELA	http://www.britain.org.ve	
VIETNAM	http://www.uk-vietnam.org	
YEMEN	http://www.vfs-uk-ye.com	

Please note that Belfast is in Northern Ireland which is part of the UK, not the Republic of Ireland.

In order for you to request a “visa assistance letter” from us for the 3rd ESSHS you will need to provide us, by e-mail, with the following information (in English please):

Your information here please

Family Name (as it appears on your passport but in CAPITALS please):	
All first names (in correct order and as they appear on your passport):	
Date of birth: format is DD/MM/YYYY	
Home address:	
Nationality on passport:	
Passport No:	
Place of Issue:	
Date of issue: format is DD/MM/YYYY	
Date of expiry: format is DD/MM/YYYY	
Father's full name: first name(s) then Family name (in CAPITALS please)	

Suggest that you copy and paste the above table in to your e-mail and complete information

Remember conditions frequently change - always check that you are aware of the latest requirements and apply early - some visa applications can take 4-6 weeks, considerably longer if not accurate or complete, etc.