## Identity Checks and Proof of your Right to Study in the UK

## **Required Documentation**

Where applicable, it is your responsibility to provide documentation that proves you have the right to study at the Essex summer schools and short courses in the UK, failure to do so may mean you are unable to start or continue studying.

## **UK** or Irish nationals

| Identity Documents Required   | UK Immigration documents required (all documents must be originals unless specified)   |
|---|--|
| British, UK or Irish Citizen passport or Irish passport card or;  | No additional documents required unless you were born outside the UK/Ireland, in which case you'll need to provide a British/Irish passport or |
| If you were born inside the UK/Ireland and are a British national but don't   | proof of your British Citizenship.   |
| have a British, UK or Irish passport, we will require two documents from the following list:                          |  |
| Birth or adoption certificate issued in the UK, Channel Islands, Isle of  |  |
| Man or Ireland including name of parent(s)  | Note:  |
| Current UK driving licence  | If you have a British National Overseas (BNO); British Overseas  |
| <ul> <li>Student Loans Company tuition fee loan confirmation (electronic/good quality paper copy accepted)</li> </ul> | Territories Citizen or British Overseas Citizen passport you'll need a visa or   |
| Disclosure and Barring Service Certificate*   | other immigration status documents, read the section for those from outside the UK/Ireland.  |
| Benefits paperwork issued by HMRC, Job Centre Plus or a UK local  | outside the orthodard.   |
| authority*  | If you have Indefinite leave to enter or remain or settlement and have not   |
| *dated within the last 3 months   | been granted British Citizenship, we will require evidence of your UK  |
|   | immigration status, please see the relevant section below.   |
| If you are a British or Irish national but were not born in the UK or Ireland,  |  |
| you must provide your British Citizen, UK or Irish passport. No alternative   |  |
| documents can be accepted.  |  |

## I'm from outside the UK/Ireland

| Your UK Immigration Status                            | Identity Documents   | UK Immigration documents required   |
|---|--|---|
|   |  | (all documents must be originals unless specified)  |
| EU Settlement Scheme<br>Settled or Pre-settled status | Valid EEA/Swiss passport   | If you have been issued with digital immigration status/e:visa:  • You'll need to provide us with a share code that you can obtain via the government website:  https://www.gov.uk/view-prove-immigration-status.  Please note: we cannot accept the right to work or right to rent share code.  If you have been issued with a physical Biometric Residence Permit card (usually applies to those who do not have a biometric passport):  • You will need to provide your Biometric Residence  |
| Student visa  | Valid passport  If your passport is with the Home Office, because you made your student visa application in the UK, we'll accept a good quality colour photograph/photocopy. | Permit (BRP) – front and back  EEA/Swiss nationals with digital immigration status/e:visa:  You'll need to provide us with a share code that you can obtain via the government website:  https://www.gov.uk/view-prove-immigration-status.  Please note, we cannot accept the right to work or right to rent share code and;  Airline ticket/booking pass proving you arrived in the UK on or after the date your Student visa is valid from or date of entry stamp in your passport.  Other nationals who applied overseas:  Biometric Residence Permit, valid for the duration of your course (you'll collect this when you arrive in the UK) and;  UKVI decision letter – letter or email that confirms that your leave has been granted and where to collect your BRP  Entry Clearance vignette (sticker in your passport) which has been date stamped when at the border unless you entered via an eGate;  If you entered via an eGate (electronic passport gate):  Entry Clearance vignette (sticker in your passport) and;  Airline ticket/booking pass proving you arrived in the UK. |

|  |                | <ul> <li>If you applied in the UK:</li> <li>Biometric Residence Permit, valid for the duration of your course (this will be sent to your UK address) or, if you haven't received your BRP yet;</li> <li>Original or copy of previous Biometric Residence Permit and;</li> <li>A complete copy of your application form showing fee paid, date submitted to the Home Office (must be before your last leave expired)</li> </ul>  |
|--|----------------|---|
| Standard Visit Visa or entered as a Visitor at the UK Border | Valid passport | <ul> <li>If you applied overseas: <ul> <li>Entry Clearance vignette (sticker in your passport) which has been date stamped when at the border unless you entered via an eGate;</li> <li>If you entered via an eGate (electronic passport gate): <ul> <li>Entry Clearance vignette (sticker in your passport) and;</li> <li>Airline ticket/booking pass proving you arrived in the UK.</li> </ul> </li> <li>If you were granted entry at the UK Border: <ul> <li>Visitor stamp in your passport or:</li> <li>If you entered the UK via an eGate you'll need to show us your airline ticket/booking proving date you arrived in the UK.</li> </ul> </li> <li>Note: date of entry must be no more than 6 months before the end date of your course.</li> </ul></li></ul> |
| Electronic Travel Authorisation (ETA)                        | Valid passport | You will need to provide:  • Email confirming that you have been granted an ETA.  |

| Other types of limited leave to   | Valid passport | EEA/Swiss nationals with digital immigration status/e:visa:   |
|---|----------------|---|
| enter or remain  i.e. Skilled Worker/Dependants   | valia paeepont | <ul> <li>You'll need to provide us with a share code that you can obtain via the government website: <a href="https://www.gov.uk/view-prove-immigration-status">https://www.gov.uk/view-prove-immigration-status</a>. Please note: we cannot accept the right to work sharecode.</li> <li>If you applied for your leave from overseas, you will also need to send evidence of the date you arrived such as flight ticket or travel confirmation.</li> </ul>   |
|   |                | <ul> <li>Other nationals who applied for their leave from overseas:</li> <li>Biometric Residence Permit, valid for the duration of your summer school and;</li> <li>Entry Clearance vignette (sticker in your passport) which has been date stamped when at the border unless you entered via an eGate;</li> <li>If you entered via an eGate (electronic passport gate):</li> <li>Entry Clearance vignette (sticker in your passport) and;</li> <li>Airline ticket/booking pass proving you arrived in the UK.</li> </ul> |
|   |                | <ul> <li>If you applied in the UK:</li> <li>Biometric Residence Permit, valid for the duration of your course (this will be sent to your UK address) or, if you haven't received your BRP yet;</li> <li>Original or copy of previous Biometric Residence Permit and;</li> <li>A complete copy of your application form showing fee paid, date submitted to the Home Office (must be before your last leave expired)</li> </ul>  |
| British National (Overseas) visa  – Hong Kong   | Valid passport | You will be given digital immigration status/e:visa and will need to provide us with:  • a share code that you can obtain via the government website:  https://www.gov.uk/view-prove-immigration-status. Please note: we cannot accept the right to work or right to rent share code.  • Evidence of the date that your arrived in the UK e.g., flight ticket or travel confirmation  |
| British National Overseas or;<br>British Overseas Territories<br>Citizen or; British Overseas<br>Citizen with a Certificate of<br>Entitlement | Valid passport | Check the <a href="Home Office website">Home Office website</a> to see if you need UK immigration permission to study with us. If your parents were born in the UK, you may automatically be a British citizen or be entitled to apply but we'll need to see a valid document to prove your immigration status.  • Certificate of Entitlement to study in the UK • If you have another type of immigration permission, see the relevant category in this table.   |

| Indefinite Leave or Permission   | Passport  | You'll need to provide us with:  |
|--|---|--|
| to Enter or; Indefinite Leave or Permission to Remain or; Settlement in the UK (for EU Settlement see above) or; | For Refugees, a Refugee travel document or other photographic ID, if you don't have a passport. | <ul> <li>Vignette (sticker in your passport) or;</li> <li>Biometric Residence Permit or, if you don't have one, a letter from the Home Office confirming the grant of your leave or that you have a pending valid application.</li> <li>Note: A refugee convention travel document is not evidence of UK immigration status.</li> </ul>  |
| Refugee status   |   |  |
| I've applied for British<br>Citizenship  | Valid passport  | If you applied overseas: You will need to provide your Certificate of British Citizenship which will be issued after you've attended the ceremony or your UK/British Citizen Passport.  If you applied in the UK: We'll need evidence of your current UK Immigration status, for instance, Indefinite Leave to Remain (see relevant section) and;  a letter/email from the Home Office confirming your citizenship application was submitted and is pending. You'll need to let us know when you've received the outcome to your application, and we'll change your nationality to British on your student record. |
| I'm applying for further leave to<br>remain/permission to stay in the<br>UK<br>(not Student route)               | Valid passport or;  | <ul> <li>You'll need to provide us with:</li> <li>Biometric Residence Permit, valid for the duration of your course (this will be sent to your UK address) or, if you haven't received your BRP yet;</li> <li>Original or copy of previous Biometric Residence Permit and;</li> <li>A complete copy of your application form showing fee paid, date submitted to the Home Office (must be before your last leave expired)</li> </ul>   |

This is not an exhaustive list of immigration types as there are many. If you are unsure bring your passport, BRP if you have one and, any letters you may have from the Home Office.