

Your responsibilities as an international student at DMU

This checklist is designed to help you ensure that you protect your immigration status while studying in the UK and enjoy a safe and successful time at DMU. Please take a few moments to read it carefully.

Before you come to DMU

- When applying to DMU, provide a full history of your study, including previous study in the UK and UK visas held
- Where appropriate, apply for and provide copies of your ATAS certificate to the university.
- If you are applying for a tier 4 visa, apply as early as possible for your visa and make sure that you have all the necessary documentation in place to ensure a successful visa application – for example, evidence of your finances
- Ensure your accommodation during term-time enables you to travel to the university to attend class regularly. Your term-time address must be within a 40-mile radius of the university campus.

When you arrive

- Provide your contact details and keep the university up to date with any changes.
- Present the university's Immigration Compliance Department with your visa and passport documentation at the beginning of your studies and at intervals throughout your stay, as requested by the university
- Where your visa instructs you to, register with the Police and keep them up to date with your details

While you are studying

- Promptly notify the university of any changes to your immigration status – for example if you change from a study visa to a different type of visa during your stay
- Attend your lectures and tutorials. Should you need to be absent from the university, you should notify your faculty promptly. If your attendance is unsatisfactory and your absence is not authorised, you may no longer be able to study the course and the UKVI will cancel your visa
- Be familiar with and conform to the conditions of your visa – for example, on a study visa, you must not work for more than 20 hours each week during term time
- Report the following changes to the UKVI via the Migrant Change of Circumstances form on the UKVI website:
 - Changes in your personal details and contact details (this can also be reported online)
 - Criminal convictions that you had not previously told the UKVI about
 - Changes in your representative's details
 - Changes of the details of any of your family members who are in the UK as a dependant on you
 - Any other information you think UKVI should know
- The university will only issue CAS for visa extensions where it is a requirement that you attend class for the period of extension
- Plan ahead for your post study plans – if you are looking to apply for another visa in the UK following your studies, such as the Graduate Route, take some time to understand the requirements for that visa and ensure you are on course to meet them. If you are unsure, speak to the university Visa Advice team for support.

When your studies have finished

Leave the UK at the end of your studies (if you have not applied to switch to another visa or extend your tier 4 visa for further study). You should be aware that staying in the UK after your visa has expired (or after you have left or been terminated from your course of study) is illegal. You may be subject to removal from the UK by the Home Office and a re-entry ban. This may prevent you from coming back to the UK in the future

At points throughout your studies, the university may contact you regarding your visa as routine exercise to ensure our records are up to date. Please check your emails regularly and respond promptly when contacted by the University regarding your visa.

Useful contacts

DMU Immigration Compliance Team, immigrationcompliance@dmu.ac.uk

DMU Visa Advice, visaadvice@dmu.ac.uk

DMU International Student Support internationalstudent@dmu.ac.uk