**Once PART 1 & PART 2 have been completed this form should be submitted to the Admissions**

**PART 1: To be filled in by the Student (all information MUST be filled in)**

*By issuing you with a CAS the University of Glasgow confirms that you continue to be a full-time student and therefore meet the requirements for Tier 4 sponsorship.  As a result, you must adhere to the terms of your visa and are expected to reside in the UK and be present at the University of Glasgow (e.g. for a supervisory meeting or Registry check-in) at least once every 60 days - sponsorship of the visa will be withdrawn if you advise the University that you cannot meet this requirement, or if you no longer reside in the UK.*

Student Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current Visa Expiry Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Visa Category: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course level: Undergraduate 🞏 Postgraduate Taught 🞏 Postgraduate Research 🞏

Course Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Where will you submit your visa application? In the UK 🞏

When do you intend to submit your application? \_\_

Where will you submit your visa application? In your home country 🞏

When do you intend to return to the UK? \_\_

Have you studied a course *other than your current course* in the UK with a Tier 4 (G)/Student visa? This includes English Language courses.

Yes 🞏 No 🞏

If so when (please provide dates); \_\_\_\_\_\_\_\_\_\_\_\_\_ Where: \_\_\_\_\_\_\_\_

What type of course did you study? Undergraduate 🞏 Postgraduate Masters 🞏

English Language 🞏 Pre-masters Course 🞏

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose of the extension request:

Research student pre Viva🞏 Research student post Viva 🞏

PGT student dissertation submission 🞏 UG/PGT student resits/repeat period 🞏 UG

Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please fill out the following details EXACTLY as they are shown on your passport**

Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Given Name/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passport Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please provide copies of the below documents when submitting your CAS request form:**

**Document checklist: Copy of current passport 🞏 Copy of current visa 🞏**

**Copy of UK degree transcript (if you previously studied in the UK) **

**PART 2: To be filled out by the Graduate School/College Office**

**PART 2: To be filled out by the Graduate School/College Office**

The student is currently in the UK Yes 🞏 No 🞏

**Purpose of extension and end date to appear on CAS**

***DATES MUST BE DAY/MONTH/YEAR***

Research student for writing-up: Viva Date or best estimate of viva date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Research students post-viva: Corrections Submission Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**The supervisor must confirm that the student needs to be in Glasgow for any corrections period.**

**If student is returning to UK from own country please provide new approved start date \_\_\_/\_\_\_/\_\_\_**

PGT student: Dissertation Submission Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

**The supervisor must confirm that the student needs to be in Glasgow for the dissertation period.**

UG student: Course End Date : \_\_\_\_/\_\_\_\_/\_\_\_\_

UG/PGT student: End of re-sit/repeat period: \_\_\_\_/\_\_\_\_/\_\_\_\_

Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Original Course start date: \_\_\_\_\_\_\_\_\_\_\_ Fee to be charged for Extension period: \_\_\_\_\_\_\_\_\_\_\_\_

Is student in receipt of a University of Glasgow scholarship for the **extension period**? Yes 🞏 No 🞏

If yes, please provide scholarship details:

Amount **still** to be paid to student for maintenance: £ per month

Due date for final payment: \_\_\_\_/\_\_\_\_/\_\_\_\_

Amount awarded to student for tuition fees: £ or full tuition fee waived 🞏

Does this course require ATAS clearance? Yes 🞏 No 🞏

ATAS – Academic Technology Approval Scheme

**This question must be answered for all Science & Engineering & MVLS students.**

If yes, please confirm JACS Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Main Study Address if not the Main Campus: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisor Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (if College requirement)

**Visa Extension Request Approved by: Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contacts: UG Kelly Fox, PGT James Brennan, PGR Diane Kelly**