**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(e.g. for a supervisory meeting or Registry check-in) at least once every 60 days - sponsorship of the visa will be withdrawn if you advise the University that you cannot meet this requirement, or if you are no longer resident in the UK.***

|  |  |  |  |
| --- | --- | --- | --- |
| Student Number: | Click or tap here to enter text. | Current Visa Expiry Date: | Click or tap here to enter text. |

|  |  |
| --- | --- |
| Current Visa Category: | Click or tap here to enter text. |

Course level: Undergraduate  Postgraduate Taught  Postgraduate Research

|  |  |
| --- | --- |
| Course Title: | Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
| Where will you submit your visa application? | In the UK | In your home country |

|  |  |
| --- | --- |
| When do you intend to submit your application? |  |

|  |  |  |
| --- | --- | --- |
| 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 YES, when (please provide dates): | Click or tap to enter a date. | |
| Where did you study? | Click or tap here to enter text. | |
| What type of course did you study? | Undergraduate  Postgraduate Masters  English Language  Pre-masters Course | |
| Other: | Click or tap here to enter text. | |

**Purpose of the extension request:**

|  |  |  |
| --- | --- | --- |
| Research student pre Viva | | Research student post Viva |
| PGT student dissertation submission | | UG/PGT student resits/repeat period |
| Other (give details): | Click or tap here to enter text. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Please fill out the following details EXACTLY as they are shown on your passport** | | | | |
| Family Name: | Click or tap here to enter text. | | First Name/s: | Click or tap here to enter text. |
| Date of Birth: | Click or tap to enter a date. | | Gender: | Click or tap here to enter text. |
| Nationality: | Click or tap here to enter text. | | Country of Birth: | Click or tap here to enter text. |
| Passport Number: | | Click or tap here to enter text. | | |
| **Please provide copies of the documents below 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)** | | | | |

**Please send this form and the documents requested above to:**

**Undergraduate students** [**Arts-Advising@glasgow.ac.uk**](mailto:Arts-Advising@glasgow.ac.uk)

**Postgraduate students** [**Arts-PGT-advising@glasgow.uk**](mailto:Arts-PGT-advising@glasgow.uk)

**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 IN DAY/MONTH/YEAR FORMAT**

|  |  |  |
| --- | --- | --- |
| Research student for writing-up: | Viva Date or best estimate of viva date: | Click or tap to enter a date. |

|  |  |  |
| --- | --- | --- |
| Research students post-viva: | Corrections Submission Date: | Click or tap to enter a date. |

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

|  |  |  |
| --- | --- | --- |
| PGT student: | Dissertation Submission Date: | Click or tap to enter a date. |

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| UG Student: Course end date: | | Click or tap to enter a date. | | | |
|  |  | | |  |  |
| UG / PGT student: | End of re-sit/repeat period: | | Click or tap to enter a date. | | |

|  |  |
| --- | --- |
| Other: | Click or tap here to enter text. |

|  |  |  |  |
| --- | --- | --- | --- |
| Original Course  start date: | Click or tap to enter a date. | Fee to be charged for Extension period: | Click or tap here to enter text. |

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: £ Click or tap here to enter text.      per month

Amount awarded to student for tuition fees: £ Click or tap here to enter text.      or full tuition fee waived

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

Does this course require ATAS clearance?  Yes No

If yes, please confirm JACS Code: Click or tap here to enter text.

Main Study Address, if not the Main University Campus: Click or tap here to enter text.

|  |  |
| --- | --- |
| Supervisor Signature:  (if required by College) | Click or tap here to enter text. |

**Visa Extension Request Approved by:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | Click or tap here to enter text. | **Date:** | Click or tap to enter a date. |

**Information for College of Arts Staff**

**Once complete, please send it to the relevant email address below, along with the copy of the passport and current visa.**

Undergraduate requests please sent to [UG\_Admissions@glasgow.ac.uk](mailto:UG_Admissions@glasgow.ac.uk)

Postgraduate Taught requests please send to [PG\_Admissions@glasgow.ac.uk](mailto:PG_Admissions@glasgow.ac.uk)