

Guidance on Completing an Immigration History Clearance Check

Initial screen:

Immigration History

Guidance in here.....

Have you ever studied in the UK before?*

Yes

Have you ever been issued with a visa to study in the UK which you did not use?*

No

Have you ever been refused a visa to enter the UK or entry at the border?*

No

Do you already have a visa or immigration permission for the UK that will allow you to study? If so, please upload a copy of your visa.*

Yes

Back Next

If the answer to all 4 questions is no – please go straight to submit and finish.

Question 1 – Previous UK Study

If the answer to Question 1 is yes – please complete these details:

- Dates of Study
- Dates of Visa
- Name of Institution
- Name of Course
- Level of Previous Study
- Visa Type

- Please also upload a copy of the visa

If you have studied more than one course, you can add additional records:

Dates, Institution and Name of Course:

Add Immigration History Record

*Please include details of ALL courses studied in the UK, including any courses you did not complete, and any course you are currently studying.

| | | | |
|---|----------------------|----------------------|----------------------|
| Start Date of Study | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| End Date of Study | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Start Date of Visa ⓘ | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| End Date of Visa | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Name of UK Educational Institution and full title of course studied ⓘ | <input type="text"/> | | |

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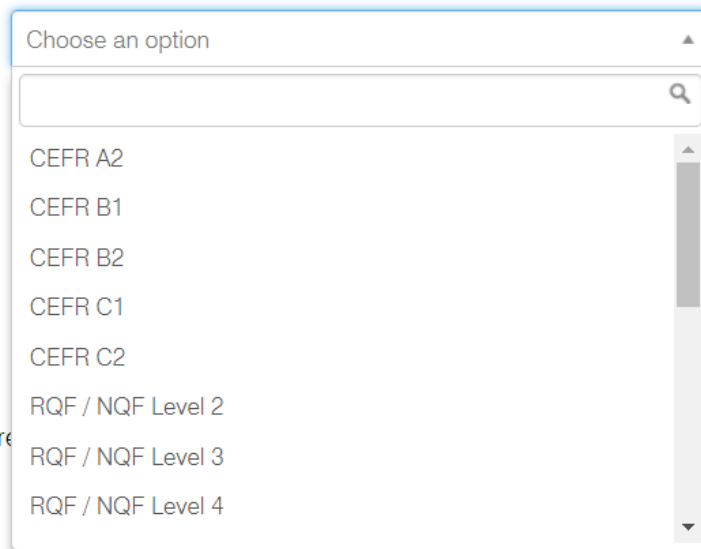
Level of Previous Study

Level of Study ⓘ

Type of Visa ⓘ

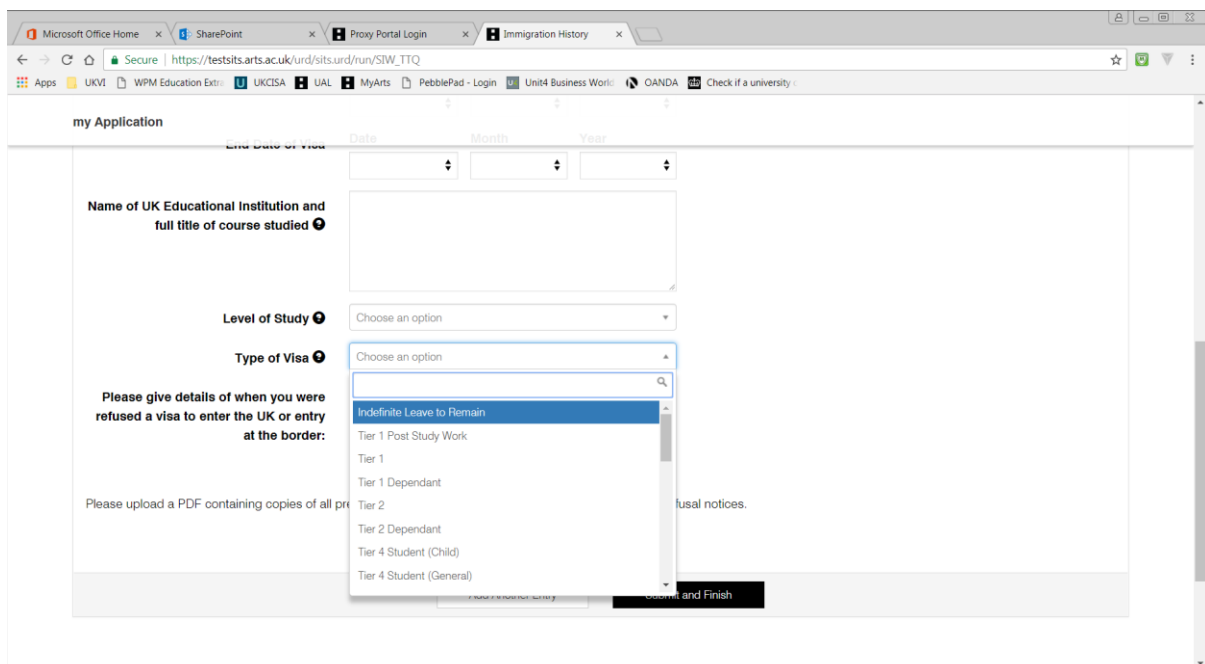
Please give details of when you were refused a visa to enter the UK or entry at the border:

Please upload a PDF containing copies of all previous refusal notices.



A dropdown menu with a search icon in the top right corner. The menu is open, showing a list of options: CEFR A2, CEFR B1, CEFR B2, CEFR C1, CEFR C2, RQF / NQF Level 2, RQF / NQF Level 3, and RQF / NQF Level 4. The text "Choose an option" is visible at the top of the dropdown.

Visa Type



A screenshot of a web browser showing the "my Application" form. The browser tabs include "Microsoft Office Home", "SharePoint", "Proxy Portal Login", and "Immigration History". The address bar shows "https://testsits.arts.ac.uk/urd/sits.urd/run/SIW_TTQ". The form fields include:

- End Date of Visa:** Date, Month, Year dropdowns.
- Name of UK Educational Institution and full title of course studied:** Text input field.
- Level of Study:** "Choose an option" dropdown.
- Type of Visa:** "Choose an option" dropdown with a search icon. The dropdown is open, showing options: Indefinite Leave to Remain, Tier 1 Post Study Work, Tier 1, Tier 1 Dependant, Tier 2, Tier 2 Dependant, Tier 4 Student (Child), and Tier 4 Student (General). The "Indefinite Leave to Remain" option is highlighted.
- Please give details of when you were refused a visa to enter the UK or entry at the border:** Text input field.
- Please upload a PDF containing copies of all previous refusal notices:** Text input field.
- Submit and Finish:** Button.

Question 2 – Unused Visa

If the answer to Question 2 is yes – please complete the dates of the visa (but not the study) and the name of the institution and course. Please add a note explaining why you did not study this course. You should also complete the level of course and visa type and upload a copy of the visa:

| | | | |
|--|---|----------------------|----------------------|
| Start Date of Visa ⓘ | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| End Date of Visa | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Name of UK Educational Institution and full title of course studied ⓘ | <input type="text" value="University of Somewhere"/> <input type="text" value="BA in Something"/> <input type="text" value="I did not study the course due to ill health"/> | | |
| Level of Study ⓘ | <input type="text" value="Choose an option"/> | | |
| Type of Visa ⓘ | <input type="text" value="Choose an option"/> | | |

Question 3 – Visa or Entry Clearance Refusal

If the answer to Question 3 is yes – please complete the details in the box as fully as possible. It will help if you can upload a copy of the visa refusal letter:

Please give details of when you were refused a visa to enter the UK or entry at the border:

Please upload a PDF containing copies of all previous and current visas for the UK and any previous visa refusal notices.

Upload files

Question 4 – Current Immigration Status that permits study

If the answer to Question 4 is yes – please complete the dates of the visa (but not the study) and the type of visa. Please also upload a copy of the visa:

| | | | |
|--|---|----------------------|----------------------|
| Start Date of Visa ⓘ | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| End Date of Visa | Date | Month | Year |
| | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Name of UK Educational Institution and full title of course studied ⓘ | <input type="text"/> | | |
| Level of Study ⓘ | <input type="text" value="Choose an option"/> | | |
| Type of Visa ⓘ | <input type="text" value="Tier 1 Dependant"/> | | |