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| Request for a Confirmation of Acceptance for Studies (CAS)  for **Tier 4 Doctorate Extension Scheme** | | | | | |
| This form is for current PhD students who wish to extend their Tier 4 Student visa to Tier 4 Doctorate Extension Scheme (DES) in the UK. It is your responsibility to complete this form with the correct information.  You are advised to complete this form after attending your viva.  If you submit incorrect information to Birkbeck, this could result in your Tier 4 Student visa application being refused by the Home Office.  When returning this form, please include   * current passport * current Tier 4 (General) Student visa * financial evidence that you will be submitting with your Tier 4 DES visa application.   Financial documents should be in the correct format and show that you have sufficient funds to pay your tuition fees and living costs set by the Home Office.  Once you have completed the form, please return it to the International Student Administration team at [isa@bbk.ac.uk](mailto:isa@bbk.ac.uk)  Please note, it will take **at least** **five working days** to process your request for CAS form upon receipt of all required information. You are therefore advised to submit your request at least four weeks before you intend to make your visa application.  If the completed form is returned via email, it will be deemed that you have read and understood the terms and conditions for issuing CAS and Tier 4 responsibilities, and agree that you will abide by these terms and conditions.  Please do not hesitate to contact us with any queries you have regarding completing this form.  **International Student Administration**  **Registry Services**  T. +44 (0)20 7380 3029/3041/3183  E. [isa@bbk.ac.uk](mailto:isa@bbk.ac.uk) | | | | | |
| ***Are any of your dependant(s) applying for an extension with your?*** | | | | | No  Yes |
| If Yes, please indicate how many dependants are applying for their visa extension with you. | | | | | Click here to enter text. |
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| ***You and Your studies*** | | | | | |
| Student Reference number (SRN) | | Click here to enter text. | | | |
| Full name | | Click here to enter text. | | | |
| Contact email address | | Click here to enter text. | | | |
| Contact address | | Click here to enter text. | | | |
| Contact telephone number | | Click here to enter text. | | | |
| Programme title | | Click here to enter text. | | | |
| Start date of programme | | Click here to enter text. | | | |
| Date of your viva | | Click here to enter text. | | | |
| Result of viva, if known | | Click here to enter text. | | | |
| Name(s) of your Supervisor(s) or Course tutor or Personal tutor | | Click here to enter text. | | | |
| Expected date of submission of your final thesis | | Click here to enter text. | | | |
| Did you require an ATAS certificate for your current study? No  Yes  *If Yes, you may need to* ***obtain a new ATAS certificate*** *if your application would be made more than 28 days before the expected end date, i.e. submission date of your final thesis.* | | | | | |
| **Declaration**  I confirm the above details are correct and if any changes to the CAS information are required I should contact the International Student Administration team immediately at [isa@bbk.ac.uk](mailto:isa@bbk.ac.uk). I understand all the information I have provided will be verified with the relevant parties prior to a CAS being issued. I have read and understood the guidelines, [Tier 4 responsibilities](http://www.bbk.ac.uk/mybirkbeck/guides/international/student-visa/BBK_Tier4VisaRequirements.pdf) and [Terms & Conditions for Issue of CAS](http://www.bbk.ac.uk/mybirkbeck/guides/international/student-visa/CAS%20TandC.pdf), and will abide by these terms and conditions.  I confirm that I shall have sufficient funds available to me to pay for the tuition fees for which I am liable, and my living costs for the period that I am applying to remain in the UK under Tier 4 (DES) visa.  I confirm that I may have to pay [Immigration Health Surcharge](https://www.gov.uk/healthcare-immigration-application) as part of my Tier 4 visa application.  Information supplied will be used by the College in accordance with the Data Protection Act 1998 and other applicable legislation.  Information supplied will be used by the College in accordance with the Data Protection Act 1998 and other applicable legislation. | | | | | |
| **Signature:** | Click here to enter text. | | **Date:** | Click here to enter a date. | |

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