



POINT BLANK

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STUDENT VISA POLICY

1. INTRODUCTION & PRINCIPLES

Point Blank has been awarded “Educational Oversight” by the Quality Assurance Agency. You can view the latest QAA report [here](#). This fulfils the current Home Office requirements for our licence to sponsor international students for student visas. We are listed as a Tier 4 Sponsor by the Home Office. This means that if you are a student from outside the European Union you can apply for a student visa to study at Point Blank in London.

International students wishing to study a full time course longer than 6 months may be eligible to apply for a Tier 4 visa. International students wishing to study a course shorter than 6 months may be eligible to apply for a Short Term Study visa.

All students requiring a Tier 4 Visa or Short Term Study Visa to study in the UK, and any institution wishing to enrol a student requiring a visa, are required to follow the guidelines as stipulated by the UK Visas and Immigration department. This policy is subject to change in line with updates from the Home Office.

2. TIER 4 VISA

A CAS is a unique identifier number which is issued by Point Blank, to applicants requiring a Tier 4 visa, via the UKVI’s electronic sponsor management system (SMS). It contains information relating to both the applicant, and the course of study.

CAS can be issued on any course at Point Blank that is full time, and deemed suitable for international study.

Point Blank will only issue a CAS to students who hold an unconditional place for an approved course. Point Blank issues a CAS to applicants on internally-approved courses which are:

- Of full time study
- Longer than 6 months
- At FHEQ Level 4 or above

Under the Tier 4 system, Point Blank accepts a range of responsibilities and duties regarding the recruitment and sponsorship of genuine students, and the monitoring and reporting of said students whilst enrolled on programmes of study at Point Blank.

Point Blank is fully committed to discharging its duties as a Tier 4 Sponsor and as illustrated in the relevant Home Office guidance documentation. Point Blank undertakes to establish effective and appropriate mechanisms to assure itself that it is discharging these duties for international students in line with published guidance regarding:

- Recruitment

- Enrolment
- Attendance
- Withdrawal/changes of circumstance

2.1 Tier 4 requirements

During the application process for international students wishing to apply for a Tier 4 visa, Point Blank will ask to see all the applicant's documents required for a Tier 4 visa in line with UKVI guidance. Documents may include (without limitation): passport, academic qualifications, English Language qualification, financial statements, TB test and translations (if applicable).

The applicant must ensure that tuition fees for either the full course (course of one year or less) or the first year's tuition fees (for courses of more than one year duration) are paid in full. The CAS will not be issued prior to full payment being received. Applicants should ensure they are familiar with Point Blank's Finance & Refund Policy – Higher Education Courses prior to making payment of their fees.

Students can apply for their Tier 4 visa up to 3 months prior to the course start date.

Point Blank will not issue a CAS to an applicant if the school believes the applicant does not meet the Tier 4 requirements outlined by the Home Office.

2.2 Applicant responsibilities

In order to operate the CAS approval process in a fair, effective manner, we place certain obligations upon the applicant, namely:

- to provide complete and accurate information as requested through the application process, so that the application can be properly assessed
- to provide all relevant documents as requested by Point Blank against UKVI regulations, (the documents are outlined to applicants through the CAS Guidance for Tier 4 applicants which is sent to all overseas applicants)
- to update us as soon as possible if personal details or study intentions change, (this includes during the application process, once a CAS has been issued but before the arrival of the applicant, and once the student arrives and is enrolled on the course)
- to provide any additional information required to support the approval process which may be requested by Point Blank
- to meet any and all requirements for entering the UK as stipulated by the UKVI, such as registration with the police
- to declare any previous study in the UK which the applicant has undertaken
- to declare any previous applications for a UK Tier 4 visa and the outcome of any applications made to update us on any changes to their contact details, residency details and terms of their stay
- to be aware of the required attendance levels for their course and the mandatory 10 consecutive contact points

- to be aware they are eligible to work up to a maximum of 20 hours per week during term time

2.3 Refusal of Sponsorship

Point Blank reserves the right to refuse sponsorship for an applicant where:

- the applicant has exceeded the maximum time allowed for study in the UK
- the applicant has studied previously in the UK on the same or higher level qualification and cannot show sufficient justification for the application
- the applicant has provided false or misleading information as part of their application to the course, including the audition
- the applicant has failed to provide permission to undertake a Home Office Immigration History check
- the completed Home Office Immigration History check presents information that suggests high risk of a visa refusal
- a first CAS application has been refused on the basis of documents provided to the UKVI, which were not provided to Point Blank prior to the application

2.4 Withdrawal of Sponsorship

Point Blank reserves the right to withdraw its sponsorship of a Tier 4 applicant once a CAS has been issued should the applicant:

- not enrol for their course, or subsequent year of a course
- withdraw themselves from the course
- not make satisfactory academic progress whilst studying on their course
- owe fees for any part of their course
- breach the terms and conditions of their stay as set out by UKVI, including exceeding their maximum working hours allowance

breach the terms set out in their programme handbook

- fail to maintain a satisfactory level of attendance for the duration of their course or meet their required 10 consecutive contact points
- take an unauthorised leave of absence from the course
- move to another institution
- fail to adhere to the student code of conduct

When withdrawing an applicant who has been issued a CAS, Point Blank will notify UKVI via the Sponsor Management System.

Where an applicant transfers to another UK-based institution, Point Blank will notify UKVI via the Sponsor Management System with details of the applicant's new course and institution, if known.

3. SHORT TERM STUDY VISA

Any international student wishing to apply for a course shorter than 6 months may apply for a Short Term Study visa. For this type of a visa the school will issue the applicant an acceptance letter for their visa application.

3.1 Short Term Study visa requirements

During the application process for international students wishing to apply for a Short Term Study visa, Point Blank will ask to see all the applicant's documents required for a Short Term Study visa in line with UKVI guidance. Documents may include (without limitation): passport, qualifications, English Language qualification, financial statements and translations (if applicable).

The applicant must ensure that tuition fees for the full course are paid in full. Acceptance letters will not be issued prior to full payment being received. Applicants should ensure they are familiar with Point Blank's Finance & Refund Policy prior to making payment of their fees.

Point Blank will not issue an acceptance letter to an applicant if the school believes the applicant does not meet the school's requirements or the requirements outlined by the Home Office.

4. STUDENT TIMETABLE

Students studying on either a Short Term Study visa or Tier 4 visa will not be allowed to change their course. In extenuating circumstances, students may be allowed to change modules within a programme. For international students on a higher education programme, this will only be permitted if the change does not affect the overall qualification for which the student originally enrolled.

5. STUDENTS SPONSORED BY OTHER INSTITUTIONS

Students sponsored by another institution on a Tier 4 visa may be eligible to study up to a maximum of two modules per term with Point Blank. Admission will be at the discretion of the Admissions Manager and Head of Registry.

Students will need to provide copies of the following prior to enrolment with Point Blank:

- Valid passport
- Valid BRP covering the whole duration of their chosen Point Blank course

- Police Registration certificate (where applicable)
- Confirmation of Studies from their sponsor institution, including their schedule or timetable

Point Blank will aim to provide classes on the days when students are not scheduled for activities at their sponsor institution, however this cannot be guaranteed. Point Blank reserves the right to withdraw a student sponsored by another institution if it is deemed that their Point Blank course will, or is currently having a detrimental effect on their sponsored studies.