



UNIVERSITY OF
WOLVERHAMPTON



Pre-Arrival Guide

For International Students

May 2022

wlv.ac.uk/international

"We look forward to your voice adding to the diverse cultural makeup of our University, city and region."

Welcome

Welcome to the University of Wolverhampton and the start of your University experience, which we know will be both exciting and life-changing.

You are joining our diverse academic community of over 21,000 learners from all over the world, whose lives and future careers are being shaped by their studies with the University of Wolverhampton. We are a diverse and inclusive institution, extremely proud of the backgrounds and achievements of our students and staff. This pride is embedded in the University's DNA, and we are delighted that you have chosen to join us.

We will provide you with many opportunities to add value to your time with us. Whether you do so by joining a student society or one of our sports teams, or undertaking a work placement, I would encourage you to take advantage of these valuable options. Our engaging community of curious students has a wealth of experiences to learn from and share. You'll also benefit from our local, national, and international links, preparing you for a bright, profitable future.

Your time at University provides you with a unique opportunity to expand your global network that will stay with you well after graduation. We look forward to hearing and learning about your successes as a graduate and sharing your experiences to inspire the next generation of students.

Our Student Services, Students' Union, and your academic Schools will support you throughout your time with us. Please do not hesitate to contact us for advice and support, as we are here to help.

We are the University of Opportunity, and we wish you the very best during your time with us.

Tim Steele

Pro Vice-Chancellor,
Global Opportunities



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Introduction

Dear student,

Congratulations on deciding to study at the University of Wolverhampton.

We'd like to take this opportunity to welcome you to our University and our city. Within this guide, we've made every effort to answer your questions about what to do before and after your arrival.



Key contacts

Available support	Department	Email
ACCOMMODATION Find accommodation How to apply How and when to pay	Accommodation Services	accommodationservices@wlv.ac.uk
ENROLMENT Enrolment instructions Tuition fees	International Admissions	internationaladmissions@wlv.ac.uk
PAYMENTS Direct Debit Advance payments	Finance	incomesection@wlv.ac.uk
Applicants support team pre-arrival	Global Opportunities Office	international@wlv.ac.uk
Help and advice on arrival	International Student Support	internationalsupport@wlv.ac.uk
Support to students with disabilities	Student Support & Welbeing	ssw@wlv.ac.uk

If you have any questions or require assistance with your visa application or preparing for your interview, please contact:

- ◆ Global Opportunities Office - international@wlv.ac.uk
- ◆ International Admissions - internationaladmissions@wlv.ac.uk

If you have any questions or require support or advice about any visa or immigration issues, please email the Visa and Immigration Support Team: visa-enquiries@wlv.ac.uk

Key dates and information

It is essential that you make arrangements to arrive in time to attend welcome week on **Monday 16th May 2022** and start term **Monday 26th May 2022**.

Travel to England rules

When you travel to England, you:

- ◆ do not need to complete a UK passenger locator form before you travel
- ◆ do not need to take any COVID-19 tests before you travel or after you arrive
- ◆ do not need to quarantine when you arrive

This applies whether you are vaccinated or not.

It includes people who are transiting through England.

Other countries may have rules about what you need to do to leave the country to travel to England. You should check travel advice for the country you are travelling from.

Students should follow the guidance [Travel to England from another country during coronavirus \(COVID-19\)](#).



Before you arrive: important documents

It's important that you remember to bring certain items with you and make some necessary arrangements before travelling.

You MUST bring the following documents with you and carry them in your hand luggage:

1. Offer/Confirmation of Acceptance for Studies (CAS) statement

This is the final confirmation of your firm acceptance of your unconditional offer onto the course of study, issued by the Admissions Unit. Your CAS statement will be made available to you through e:Vision and it will include:

- ◆ your personal details
- ◆ your CAS number
- ◆ details of the course you intend to study
- ◆ details of the qualifications you have used to apply for the course
- ◆ confirmation of the tuition fees and how much you have already paid
- ◆ the University of Wolverhampton Sponsor Licence Number and address.

You may request a CAS statement once you have met all the conditions of your offer.

2. Passport

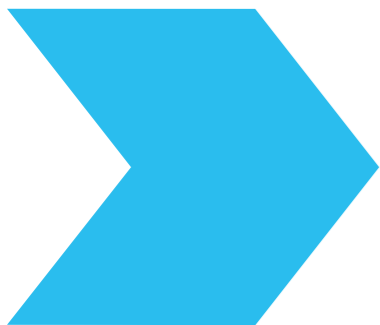
The documents required to enter the UK are different depending on which country you come from. You must have a valid passport or travel document to prove your identity.

3. Financial evidence

You must provide a bank statement that **covers 28 days**. The money must be in your bank account or your parents' personal account; it cannot be in any other relative or friend's account (unless they meet the UKVI definition of an official financial sponsor).

If you are using your parents' bank account, you will also be required to submit extra supporting documents with your application, such as your birth certificate and an additional letter from your parents confirming their relationship to you and that they give you their consent to use their account for funding your studies and living costs.

The money must be in the account at the time you apply for the visa and must have been constantly in the account for a minimum of **28 days before the date of your visa application**. The final closing balance cannot be more than **31 days before the date of your visa application**.



4. Visa/entry clearance

Immigration Rules and the requirements for each visa category can change with very little notice so always make sure you check the current guidance at the time you are getting ready to apply.

Generally, most international students will need a Student Route visa to study in the UK but you can also check the Government's [Visas and Immigration webpages](#) as they have further details about the types of visas available and who they are suitable for.

Most nationals from non-EEA states who wish to come to the UK to study courses longer than six months are required to obtain a visa (also called 'entry clearance') before coming to the UK.

There may also be other requirements you need to meet, such as having a TB health certificate or Academic Technology Approval Scheme (ATAS) certificate. These requirements may depend on your nationality or the course you intend to study.

When and how to apply

The application process will be online or paper-based, according to which country you live in. To check which procedure is relevant for you, please visit: gov.uk/check-uk-visa

You can apply for the visa at any time in the three months leading up to your course start date. Do not leave it until shortly before you travel to apply for your visa as it may take longer than expected to process the application. It is your responsibility to allow yourself enough time for your visa to be processed before you make your travel arrangements. Make sure you don't lose any information by saving your application regularly. Once you've finished, print a copy off for your records.

Our [Applying for Visas page](#) has detailed information about applying for a visa. The application form is completed online and then you will need to attend an appointment in order to have your biometric data captured and to submit your documents/attend an interview. [This video](#) is also aimed at helping international students understand the visa application process.

To apply for your Student Route Visa entry clearance overseas, you will need to find your [closest Visa Application Centre](#) and check with them what their procedure for visa applications is.

To apply for your student visa in the UK, you must first make an appointment with our [Visa and Immigration Support team](#) for an assessment of your documents. You will then be given assistance with the online application. Please remember other documents required (originals only) are:

- ◆ your passport or travel document, valid for at least six months after your date of departure for the UK
- ◆ two recent passport photographs
- ◆ your CAS letter
- ◆ financial evidence to show that you have enough money to pay for your tuition fees and living expenses. This is equal to the remaining tuition fees you need to pay for the year, plus £1,023 per month for at least the first nine months of study. [Please see how living costs are calculated for visa purposes here.](#)

Your VISA responsibilities

If you hold a Student Route visa for study at the University of Wolverhampton, both you and the University have responsibilities to the Home Office during your studies and we must work together to make sure you meet the requirements of your visa. These responsibilities are detailed on our [Your Responsibilities page](#).

Please note, it is a requirement of your visa that you attend your lectures and submit coursework. Failure to attend regularly and to submit coursework will result in your visa sponsorship being withdrawn, and your visa will be curtailed.



Before you arrive: fees and living costs

Deposits

All international applicants must pay a deposit before we can issue your Confirmation of Acceptance for Studies (CAS). The deposit amount varies depending on which country you are applying from. Please ensure you check your offer letter or more information. If you are unsure about your deposit fee, please contact us by emailing: international@wlv.ac.uk

If you state that you are a sponsored student (sponsored by an employer or government organisation) you will need to provide a copy of your sponsorship letter/financial guarantee letter.

Please Note: You will be required to pay 50% of the remainder of their tuition fees in addition to any deposit, prior to completing enrollment.

Paying University fees

There are several ways in which you can pay your fees. Note that all payments should be made in pounds sterling.

Once you have paid your deposit and secured your visa, you may want to pay your remaining tuition fees before you leave home.

How to pay?

A) Pay online

Pay in advance using our **ePayment** facility. Please quote your University student number, name and date of birth when making any payments to the University. All major credit cards are accepted – details are on the [ePayment page](#).

B) Pay by bank transfer

Bank-to-bank transfer is one of the quickest ways to make payment. Please see the [‘University of Wolverhampton Notification of Payment Advice’](#)

C) WU® GlobalPay for Students

This fast and reliable service allows you to pay in your local currency via bank transfer or by using a wide range of local online payment options including Alipay, UnionPay and more, without incurring any transaction charges. Gain peace of mind that your payment will arrive in full with our preferred payment service.

All payments should be made payable to **‘The University of Wolverhampton’**.

Please remember cash should not be sent through the post and will be not be accepted for payment of fees and accommodation.

Find out more about available discount schemes, scholarships and financial support for international students, [visit our dedicated webpage](#).



Living costs

All students must provide UKVI with evidence they can pay their living costs, maintenance, and tuition fees.

- ◆ You will need to provide evidence of 9 months of living expenses at **£1,023** per month (**£9,207** per year).
- ◆ If your course lasts for less than nine months, you will need **£1,023** per month of the course (eg. for six months, you need **£6,138**). Remember: this is in addition to the outstanding balance of your tuition fees.
- ◆ If you will be bringing dependants with you to the UK, you will also need to meet a financial requirement as part of your visa application. Dependants are required to have **£680** per month (e.g. **£6,120** for a nine month course or **£4,080** for a six month course).



Before you arrive: accommodation

Please ensure that you have booked and/or secured your accommodation before you travel to the UK.

The University of Wolverhampton has over 1,000 accommodation places at all three of our campuses. All our halls of residence are located close to the campuses and are owned by the university. We aim to provide value for money accommodation, which is safe and a comfortable living environment.

Living in halls makes it easier for you to start your university life and make friends. All halls are self-catered and are equipped with free internet Wi-Fi access, study space and storage.

Students can apply for accommodation once they receive a conditional offer for their course, this can be done via the e-vision system. If you have any queries please contact email the Accommodation Hub cityaccommodationhub@wlv.ac.uk or call: +44 (0)1902 321 268.

Our accommodation is within easy walking distance from your lecture rooms or you can also use the free shuttle bus to get between campuses.

For student safety, there is 24-hour security, CCTV on every campus, and rooms fitted with smoke alarms and secure locks.

Applicants can find all the information about accommodation, including current fees, what's included, and how to apply at: wlv.ac.uk/accommodation

Note: Please ensure that you book and pay your Advance Rent payment prior to you arriving at University Accommodation, if you do arrive on Campus and have not prebooked your University Accommodation, please be advised that you are not able to make any cash payments on Campus.



Your journey to Wolverhampton

This section includes some great tips!

It includes some great tips, whether you have travelled to the UK before or not. Make sure you label your luggage with your new UK address. UK weather can change very quickly – so make sure you pack a variety of clothes – but don't worry, there are many options for shopping if you need them. You can also buy any heavier items you might need in the UK.

Please check the UK Customs list of food items you can and cannot bring. We highly recommend arranging appropriate travel insurance.

You will need to arrange your bank account, complete your NHS registration and police registration (if required), as well as explore the city and campus!

Important documents

You may need to show some documents at immigration when you arrive into the UK – it's best to carry these in your hand luggage when you travel. These may include:

- ◆ your passport (with visa)
- ◆ your CAS letter and unconditional offer letter
- ◆ your original examination certificates as stated in your CAS letter
- ◆ any medication that you are currently taking, medical certificates and records
- ◆ your accommodation contract
- ◆ evidence of your finances for your tuition fees and living costs.



Travelling to Wolverhampton

Birmingham International Airport is the closest airport to all University of Wolverhampton campuses. From Birmingham International, you can travel to the University by:

- ◆ **Train.** The airport railway station has frequent, direct services to Wolverhampton (about 45 minutes) and good connections to Walsall (about 45 minutes) and Telford (60-80 minutes).
- ◆ **Coach.** Find current services and timetables at [National Express](#).
- ◆ **Taxi.** An official 24-hour taxi rank is outside arrivals, with a taxi journey to the University of Wolverhampton taking approximately 30 minutes. Taxis can be very expensive – to book your taxi in advance and potentially save money on the metred fare, pre-book online.

Wolverhampton train and coach stations are a few minutes' walk to the University's City Campus. Randall Lines and Lomas Street/North Road accommodation is within 1 kilometre of the city centre.

The city has good transport links, including regular buses and trains, to Walsall and Telford. For more advice on how to make your way to the University, please contact the [Global Opportunities Office](#).

When you arrive

Welcome to the University of Wolverhampton!

Collecting your keys

If you are staying in university-owned accommodation, you will have received information from Accommodation Services about moving in to Halls of Residence. If you have any questions – or perhaps need to move into University halls before your contract start date, contact Accommodation Services: accommodationservices@wlv.ac.uk

If you intend to live in a private house, or private halls of residence, you will need to arrange details directly with your landlord.

Collecting your Biometric Residence Permit (BRP).

Your letter will state which post office your BRP has been delivered to, and you should collect your BRP from that post office. If it is the Wolverhampton post office, it is quite close to both the University campus and to the train station. If you have a smartphone, you will be able to access walking directions from one of the mapping applications. Alternatively, you may wish to find directions on the internet before you travel to the post office.

The address of the post office in Wolverhampton is 31 - 49 Lichfield Street, Wolverhampton, West Midlands, WV1 1EQ.

Opening a bank account

There are many banks with branches in Wolverhampton, and some offer special deals to students. To open a UK bank account you will need at least your:

- ◆ passport
- ◆ 'Letter of Introduction to UK Banking Facilities'. You can request this through e:Vision once you are fully enrolled.

Health centre registration

You must have valid medical insurance in your home country and we recommend that you contact your own health insurer for further advice before coming to the UK.

As long as you are enrolled on a course lasting for more than six months, you will be entitled to National Health Service (NHS) treatment in the UK, but you must be registered with a local doctor. To make registration easier, bring the following:

- ◆ your TB health certificate and any chest X-rays if these are required for your visa
- ◆ details of all vaccinations that you have received
- ◆ medical records if you have any pre-existing conditions (with English translation)
- ◆ any medication that you are currently taking (including a letter from your doctor in English, confirming which medication you are carrying).

There is a charge for prescribed medicine and some services such as dentists and opticians. You may be able to get a reduction for some medical costs by completing a HC1 form. The Students' Union will be able to give you more information following enrolment.

Police registration

If you have to register with the police on arrival (indicated on your visa) you must make an appointment within seven days of arrival in the UK.

Overseas Visitor Registration

Digbeth Police Station
113 Digbeth
Digbeth
Birmingham
B5 6DT

If you are registering for the first time, you will require:

- ◆ a completed form (PDF)
- ◆ two identical passport-sized photographs
- ◆ valid passport and visa
- ◆ Payment



Online Enrolment

You should complete online enrolment as soon as you receive a visa decision. Full details of how to enrol on your course will be available when you arrive and can be found online. You must enrol by the deadline given on e:Vision.

Enrolment instructions

Enrolment will be available closer to your course start date. Before you enrol, you must register for an IT account. Once you have accepted the terms and conditions for using our IT services, you will be able to continue with your enrolment. Once you are registered, you can enrol.

- ◆ Login to your e:Vision account.
- ◆ Follow the Enrolment link and the instructions on screen.
- ◆ You will be prompted to enter your personal and contact information, including uploading a copy of your passport and visa to your record. Please make sure that your details are up-to-date, as details you provide will be used to contact you.
- ◆ Check that the details of your course and fee status are correct. Once all this is complete, you can go ahead and confirm your enrolment!

Online ID check

To complete your enrolment you will need to complete an ID check. You will not be able to do so until you have picked up your Biometric Residence Permit, but you can start studying beforehand if your course has already started. You will need to upload a copy of your passport, vignette, and the front and back of your Biometric Residence Permit once you have collected it.

Other information

Arrived in Wolverhampton and explored the city? All settled in to university (and British) life? The following information will help you feel even more at home.

Mentoring

The Students' Union offers an orientation and mentoring service to first year students – with support from Welcome Week and beyond. Your mentor can help with issues such as personal development and time management; provide a friendly face to voice concerns; and offer you a chance to practise your English and settle into University life.

University Library

Developing academic and employability skills is key to your success. We offer a full programme of opportunities to help you develop your skills and access to valuable information to support your assignments, essays and projects. For more details, visit: wlv.ac.uk/skills.

The Chaplaincy

The Chaplaincy team, including male and female members, are drawn from different faiths. Offering guidance and support, we aim is to listen to you and encourage you to discover your own path in faith and in life. There are opportunities to join in a variety of activities such as faith societies, international café events and visiting British people in their homes at Christmas time. For more details, visit wlv.ac.uk/chaplaincy.

Careers

Our team of careers advisors can help you investigate your future career options. We offer practical support at all stages of your job applications. For more details, visit wlv.ac.uk/careers

Working on campus

The University of Wolverhampton offers opportunities to gain work experience on campus. Learn more about the [WXP programme](#) and apply now!

Part-time working

As an international student, you may be able to work part-time during your studies, depending on what type of visa you have. Part-time work is valuable not only for financial support while you are studying, but also to enhance your CV and demonstrate transferable skills to potential graduate employers.

Please note: if you have a Student Route visa and are on a full-time degree-level course, you will usually be permitted to work for 20 hours per week during term-time and full-time in holiday periods. Some types of work, such as entertainment, are not allowed under a Student Route visa. You can get advice from [here](#).

If you have a Student Route visa, and are on a course below degree level, you can only work for 10 hours per week during term-time and full-time in holiday periods.

Please remember International students on a Student Visitor visa are NOT permitted to work in the UK.

Conditions of your Student Route visa for part-time working

If you have a Student Route visa, there are certain rules that the University and students have to follow. Your visa will be withdrawn by UK Visas and Immigration, and you would be required to leave the UK if you break the rules, even if you have not completed your studies.

UK Visas and Immigration regularly make changes to the Student Route visa category that may affect your status retrospectively. The University will keep you informed of all the changes.

If you have any questions or require support or advice about any visa or immigration issues, please contact:

Visa and Immigration Support Officer
Alan Turing Building (MI001), City Campus Wulfruna
+44 (0) 1902 322 545 visa-enquiries@wlv.ac.uk

The definition of 'holiday' for visa purposes will also vary according to what course you are doing.

- ◆ Undergraduate students have a holiday period at Christmas, Easter and in the summer.
- ◆ Postgraduate students have a holiday period at Christmas and Easter, but not the summer, as this is when you will usually be writing your dissertation.
- ◆ PhD students will be able to take short periods of leave from their PhD with the permission of their supervisor.

Don't forget that studying full-time is just like having a full-time job – your studies should be your priority!

Please remember if you are a current student from outside the EU, you must apply for a national insurance number before you can work in the UK.



Help and advice

If you're not sure who to talk to, or contact, then ask at any of the offices below – if we can't help you, we know someone who can!

e:Vision Helpdesk

Our online Office Helpdesk, available through e:Vision, allows you to view Frequently Asked Questions or log a new help call if you cannot find an answer. We will confirm receipt of your query and send you an email advising you when we have resolved this.

Other support available

[Student Support & Wellbeing \(supporting students with disabilities\)](#)

[Mental Health and Wellbeing](#)

[The Chaplaincy](#)

[Students' Union Advice and Representation Centre](#)

[English Language Support](#)

[Global Opportunities Office \(GO Office\)](#)

ASK@WLV

You can drop in and speak to a member of the ASK@WLV team, Monday to Friday, from 10 am to 5 pm on one of the main University campuses.

Find us on City Campus in the Ambika Paul Building, next to the Harrison Library.

Find us on Walsall Campus in the foyer area of the Performance Hub.

Find us on Telford Campus on the ground floor of the Darby Building.



CHECKLIST

To help you in preparing for University, use our CHECKLIST

Get ready for your stay at the University of Wolverhampton by finalising:

- Accommodation
- Medical examinations
- Your Confirmation of Acceptance for Studies (CAS)
- Your student visa
- Complete online enrolment
- Your flight and travel insurance

Before you leave your country remember to bring with you:

- Passport
- Currency
- Original qualification certificates
- Acceptance letter
- Enrolment summary and documents
- Medical records
- Banker's draft, cheque or credit card to pay at least 50% of your tuition fees
- Details of all vaccinations that you have had
- Medical records if you have any pre-existing conditions (with English translation)
- Any medication that you are currently taking

In your hand luggage, you should have:

- Your passport (make sure it is valid)
- Your CAS number
- Visa (if applicable)
- Travel insurance
- A small amount of money
- A jumper, a coat and an umbrella

When you get here:

- Let your family know you have arrived safely!
- Student ID card will be posted to term time address (make sure details are up to date on e-vision)
- Open a bank account
- Register with the police (if applicable)
- Register with a GP (doctor)
- Collect Biometric Residence Permit



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f [wlvinternational](#)

wlv.ac.uk/international



THE UNIVERSITY OF OPPORTUNITY

The information in this guide correct at the time of publication. For the most up-to-date information, visit: wlv.ac.uk/international