

## STOP!

If you do not have a European or Swiss Passport and you want to consider coming to Brockwood Park School or the Krishnamurti Foundation or Centre for either work or study please spend a little time to consider if you fulfil the criteria to obtain the appropriate Visa under the UK Visas and Immigration Points Based System.

The multi-cultural aspect of life at Brockwood is very important and we will do everything we can to assist you with your visa application but if you cannot obtain enough points under the system your application will fail so it is wise to take a little time now to acquaint yourself with the details of the UK Visas and Immigration Points Based System.

Full details on the Points Based System will be found under the UK Visas and Immigration website. <https://www.gov.uk/government/organisations/uk-visas-and-immigration>

Brockwood Park School comes under the auspices of The Krishnamurti Foundation Trust which is licensed by the UK Visas and Immigration to Sponsor workers and students under the following Points Based System Tiers:

<b>Tier 2 (General)</b>	<b>Tier 4 (Child)</b>	<b>Tier 5 (Temporary Worker – Charity Workers)</b>
For Skilled workers, such as teachers, with an offer of employment.	For Students under 18 years old at the start of their course.	For people coming to do voluntary (unpaid) work for a charity.
We sponsor for residential teaching staff.	We sponsor students for courses leading to ‘A’ level qualifications.	We sponsor migrants wishing to join our Mature Student Scheme.

## TB Testing

The Home Office has increased the number of countries from which tuberculosis (TB) testing is a requirement for UK visa applications.

An individual who wishes to apply for a visa to come to the UK for more than six months must now provide a valid TB test certificate from a Home Office-approved TB testing clinic with his or her application. A full list of the countries subject to this requirement can be found here and includes China, Hong Kong, Malaysia, Nigeria and Russia from where many pupils originate: <https://www.gov.uk/tb-test-visa>

TB testing is only required when applicants are making entry clearance applications (from abroad) and is not required when submitting extension applications in the UK. Where a pupil has been in the UK for more than six months and returns to their home country over the holiday period (for less than six months) they should not require additional screening. However, if the pupil has remained in their home country for six months or more, after which they apply for a further grant of entry clearance, the student will be required to be re-tested.

**Tier 2 (General) in more detail**

This is the Visa for residential teaching staff.

For your Visa application you will require:

- A job offer for a position that has passed the labour market test or is on the shortage occupation list (Maths and pure Sciences).
- Have sufficient points in order to obtain a Tier 2 visa.
- A Certificate of Sponsorship (CoS) from the Krishnamurti Foundation Trust.

**Points required under Tier 2 (General): 70**

The points-based calculator on the UK Visas and Immigration website shows whether you are likely to score enough points. The calculator is available at: <https://www.points.homeoffice.gov.uk/gui-migrant-jsf/SelfAssessment/SelfAssessment.faces>

Criteria for Points	What UK Visas and Immigration award points for	Points awarded
Sponsorship Up to 50 points	If the job is on the shortage occupations list – At the moment Maths and pure Sciences are the only subjects on the list	50
	If the job meets the resident labour market test	30
	Switching from a post-study category	30
Qualifications Up to 15 points available	PhD or Masters degree and above	15
	Bachelor's degree or above	10
	GCE A-level or equivalent or above	5
	None, or below GCE A-level	0
Prospective earnings Up to 10 points available	£20,000–£23,999.99	10
	Under £20,000	0
Maintenance 10 points mandatory	£800 if the migrant is applying from inside the UK £800 if the migrant is applying from outside the UK And £533 for each dependent	10
English Language Skills 10 points mandatory	If the migrant is a national of a majority English speaking country or If the migrant has passed an English language test or If the migrant has a degree taught in English	10

**Fees**

Points-based system, Tier 2	Visa application fee (GBP)	Visa application guide
Tier 2 (General)	480	<a href="#">Tier 2</a>
Tier 2 (General) - nationals of Croatia, Turkey or FYR Macedonia (main applicant only)	432	<a href="#">Tier 2</a>

## **FAQ's**

### **When can I apply for my Visa?**

The COS has to be used by you to make your Visa application within 3 months and you cannot apply for your Visa more than 3 months in advance of the job starting date (15 August)! So, please don't apply before 15 May. You can apply on line at <http://www.visa4uk.fco.gov.uk/> and you are applying under Tier 2 (General).

**My passport expires in 3 months and apparently at the time of applying for the visa there should be 6 months validity.**

You must apply for a new passport now and then for your Visa.

### Tier 4 – (Child) in more detail

This is the Visa for Students who have been offered and accepted a place at Brockwood Park School.

In order to apply for a Visa you must adhere to the following criteria:

- Apply from your home Country.
- Have a Confirmation of Acceptance for Studies (CAS) from us.
- Submit an additional letter from us confirming you have an unconditional offer to study Brockwood Park School.

#### Points required under Tier 4 (Child): 40

Confirmation of Acceptance for Studies	30
Maintenance or funds to cover the first year	10

Experience has shown that successful Visa applications are when the deposit and full fees for the first year have been paid. On this basis we are only prepared to issue a CAS when all fees have been received.

When we issue the CAS we have to say what evidence we used to assess your suitability for the course. This is usually reports from a previous school combined with our assessment at your prospective week and occasionally letters of reference/skype interview notes. It is important that you submit with your Visa application, copies of school reports that you have supplied to us and additionally any documents that we may have mentioned in your CAS that will further support your visa application.

#### Fees

Points-based system, Tier 4	Visa application fee (GBP)	Visa application guide
Tier 4 (Child)	£289	<a href="#">Tier 4</a>

#### FAQ's

##### When should I apply for the Visa?

The time required to process your visa will depend on the country where you are making your application. An estimate of processing times in different Countries is given on the UK Visas and Immigration website:

<http://www.ukba.homeoffice.gov.uk/visas-immigration/general-info/processing-times/>

Your CAS will expire if it is not used for a leave application within six months of it being issued. If you make an application using a CAS that has expired, your application will be refused.

##### I am a non-EEU national currently staying in France and want to apply for the Student Visa from there.

I am sorry but if you have **temporary** permission to stay (for example, as a visitor) in France, you **cannot** apply a Student Visa. To apply for Tier 4 Student Visa, you must apply under the procedure for your country of residence.

**Regarding my child's visit for their prospective week, what type of VISA is required? According to the UK Visas and Immigration website, it could be either a Child visitor or a prospective student category VISA. Could you help me understand which of these would be applicable?**

For the prospective week your child can come as a 'Child Visitor' provided he/she is returning home at the end of the prospective week. Should your child be offered a place, they would then need a Tier 4 (Child) student visa when they start their course. Please note, that you can only apply for a Tier 4 (Child) student visa from the country you live in and a 'Child Visitor' cannot change to a Tier 4 (Child) student visa within the UK.

You can apply for a 'Prospective Student' Visa if you intend to study in the UK under Tier 4 of the points-based system but you have not completed all the arrangements for your course of study. For example, you can come here as a prospective student if you have been provisionally accepted on a course, with final acceptance dependent on an interview or successful completion of a prospective week. This would be expensive if your child was not offered a place.

### **Tier 5 (Temporary Worker – Charity Workers) in more detail**

This is the Visa you will need if you are considering applying for a place as a Mature Student.

For your application you will require:

- To apply from your home Country.
- A Certificate of Sponsorship (CoS) from us.
- An additional letter from us confirming that we will provide full board and maintenance whilst you are here at Brockwood.

All temporary workers in this category will need to attain a pass mark of 40 points as follows.

#### **Points required under Tier 5 (Charity Worker): 40**

Certificate of Sponsorship	30
Maintenance (£800)	10

A voluntary worker is not entitled to any monetary payments except for expenses incurred in the performance of their duties.

You cannot switch from a visitor’s Visa to a Tier 5 Visa. You must go home and apply from your home Country.

The maximum time you can stay at Brockwood under a Tier 5 Visa is 12 months.

#### **Fees**

<b>Points-based system, Tier 5</b>	<b>Visa application fee (GBP)</b>	<b>Visa application guide</b>
Tier 5 (Temporary worker)	£194	<a href="#">Tier 5 (Temporary worker)</a>

#### **FAQ’s**

##### **What Visa do I need to come for the Prospective Week?**

Coming to the UK as a ‘general visitor’ would be fine for the prospective week. Whether a Visa is required for a short visit depends on your Country of residence.

##### **I want to apply for my Visa in January as I will be traveling before coming to Brockwood as a Mature Student in August.**

We cannot issue a Certificate more than 3 months in advance of the dates you are due at Brockwood. You would be expected to start around 15 August, therefore we cannot issue a certificate before 15 May. You may only apply for the Visa from your home Country.

##### **In the Certificate of Sponsorship, I've seen the question "Does the migrant need to leave and re-enter the UK during the period of approval?" and the answer is "No". Isn't there any option for a tier 5 visa regarding this, in case I need to travel outside the UK during my Brockwood year?**

That question on the Visa certificate is asking whether you (the migrant) is required to frequently leave and return to the UK as part of your Charity Worker duties. If so, you would be assigned a Multiple Entry Visa.

For a Mature Student or Charity Worker in your situation, with a 12 month certificate, the Sponsor guidance says that a multiple entry Visa is not required by a migrant wishing to travel overseas for leisure or domestic purposes.

**I must show that I have had a balance of approx \$1300 in an account for the past 90 days. My current problem is that I have not had that sort of money in a checking account for the past 90 days. I've read that it is possible for my sponsor to confirm my maintenance (say that I have enough money to be there) and wonder if you would consider this as a possibility.**

We tick a box to certify that we will provide maintenance for you and give you a covering letter to that effect.

**The temporary worker Visa application asks how much money I will be making in year, what should I put?**

You will not earn any money as a charity worker and cannot work any extra hours for payment.

**FAQ's about Biometric Residence Permits which UK Visas and Immigration is starting to roll out for Workers under the Points Based System. Currently this is Tier 5 (Temporary Worker)**

**Q. What is a Biometric Residence Permit?**

The Biometric Residence Permit is a residence permit which holds a migrant's biographic details (name, date and place of birth) and biometric features, and shows his/her immigration status and entitlements while he/she remains in the UK.

**Q. What are biometric features?**

Biometrics features are the unique physical characteristics that can be used to identify a person such as a facial image and fingerprints. We do this by taking a digital photograph of all applicants and scanning the fingerprints of applicants aged 6 or over.

For the purposes of the biometric registration provisions, "biometric information" means information about a person's external physical characteristics and does not include internal characteristics like DNA.

**Q: What information does the biometric residence permit contain?**

It is a highly secure document containing details about the holder's immigration status. It includes:

- the holder's name;
- nationality;
- date and place of birth; and,
- the type of visa issued.

It also includes conditions on their leave, such as a right to work, or access to benefits or public services.

Some of this information appears on the face of the permit, together with a facial image. A secure microchip contains all of the information on the face of the permit and two fingerprints.

**Q. What happens when enrolling biometric information?**

Enrolling biometric information is a quick and clean process. We take a digital photograph of the applicant's face, then their fingers are scanned - there is no ink or mess. The process takes less than five minutes (although the appointment will be for approximately half an hour).

**Q: What happens if a migrant loses their permit?**

If the permit is lost, damaged or stolen the migrant will need to apply for a replacement one – they will also need to provide their biometric details (photograph and fingerprints) again. There is currently a charge of £30 fee for any replacement card.

**Q: Will employers be required to check information stored on the permit or check a person's fingerprints as part of measures to prevent illegal migrant working?**

Employers are legally bound to conduct the appropriate right-to-work checks. Companies that hire those without the right to work now face financial penalties of up to £10,000 per illegal worker. The card will provide a convenient, extremely secure and widely accepted way for any foreign national to prove their immigration status.

Employers should take all reasonable steps to visually check that the document is valid and that the employee is the rightful owner of the document, but there is currently no requirement to check information stored on the card or check a person's fingerprints.

The UK Visas and Immigration has a Card Verification Service phone line which can be used by organisations if there is concern over the validity of a card. The telephone number is 0300 123 4699.

**Q. How much will the biometric residence permit cost?**

The cost of the permit is included in the overall cost of the application. The cost of making an immigration application to enter the UK varies from category to category.