

Documents checklist

What documents to bring with you

Please check this list before you leave your home country, keep all the documents and information in your hand luggage and bring them with you on your first day at the College. Your enrolment is conditional on you providing all the correct documents.

- ☐ The original academic qualification listed on your CAS statement or Study Plan Confirmation, with a certified translation if it is not in English.
- ☐ The UKVI Secure English Language Test (SELT) certificate listed on your CAS statement or Study Plan Confirmation (unless you are exempt).
- ☐ A valid passport and entry clearance visa or confirmation email showing you have been granted digital immigration status.*
- ☐ The visa approval letter/email which tells you how to create your UKVI account and access your eVisa (you will only receive this if you are coming to the UK for more than six months).
- ☐ Proof of your address in the UK (such as accommodation confirmation email or signed tenancy agreement, utility bill or a letter from a family member).
- ☐ If you are a sponsored student, you must bring your original sponsorship letter. Please also make at least one photocopy of this document.
- ☐ Medical Screening Certificate (if needed).**
- ☐ The arrivals contact number for your college. You can find this telephone number on the pre-arrival webpage for your college.

If you are under 18, you must also bring the following documents:

- ☐ A copy of the Kaplan underage consent form completed by your parents or guardian (you will find a link to the form in your offer letter). Please also make at least one photocopy of this document for your records.
- ☐ The name and contact number of the person you will meet at the airport. (Students under the age of 18 must either use their college's transfer service or be collected by a responsible adult).
- ☐ The details of your transfer arrangements from the airport, such as a taxi reservation.

* From 15 July 2025, Entry Clearance visa stickers are no longer be issued in passports. Instead, you will only get an eVisa, which is an online record of your immigration status that can be used to study and travel within the UK.

** Depending on the country you are from, you may need to be medically screened for tuberculosis (TB). Your Kaplan representative will ask you to do this before you apply for your visa. Students who have a Medical Screening Certificate will need to bring this document with them to the UK and show it with their visa at the airport on arrival. For more information and to check if you need to be medically screened, please visit the UKVI website.