

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.
- ☐ 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.
- ☐ TB Test 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 details of your transfer arrangements from the airport, such as a taxi reservation.
- ☐ 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).**
- ☐ A copy of the signed consent letter from both parents or legal guardian, or from just one parent if they have sole responsibility, confirming their permission for your visa application, travel to the UK, and for you to live and study in the UK independently. If you haven't booked an airport pick up service, this letter must also include your parents' consent for you to travel independently.

* Depending on the country you are from, you may need to take a test at an approved clinic to show you do not have active tuberculosis (TB). Your Kaplan representative will ask you to do this before you apply for your visa. Students who have a TB Test Certificate will need to bring this document with them to the UK and could be asked to show it to the border officer on arrival in the UK. For more information and to check if you need to provide a TB test certificate, please visit www.gov.uk/tb-test-visa

** If you are using the college airport transfer service, we will provide you with the name of the taxi company. If you are meeting a responsible adult arranged by your parents, you must also have their consent in writing with the name and contact number of that person.