



**MOUNT
KELLY**

Boarding and Day School
Boys and Girls, Aged 4-18

Mount Kelly Student /Child Student visa Policy for Parents

Mount Kelly Sponsor Licence Number: X9GYXQCW6

Introduction

We are delighted to be able to welcome international students to the school. Not only are they able to benefit from a UK education but they enrich school life and enhance the experience of domestic students.

All international students must have a Child Student visa to allow them to study in school. Similarly, the school must have a Sponsor licence issued by the UK Home Office that allows it to recruit overseas students. With the school licence comes a number of continuous and on-going responsibilities that we must comply with at all times. Any school that does not do this will prejudice the licence and may have it withdrawn by the Home Office. Where this occurs, all international students have to leave the school and make a new visa application. The impact, therefore, on students and the school can be very serious.

In order to ensure that pupils and parents comply with the UK Government's requirements on visa entry, Mount Kelly have instructed Newland Chase Education – a UK immigration law firm that specialises in student visas, school licences and school compliance, to complete and submit all visa applications, whether these are overseas applications, or renewal visas in the U.K. This will not delay the process and the school would appreciate your co-operation in this matter. You can rest assured that the visa applications are in the hands of experts.

Newland Chase Education (Previously known as The Taylor Partnership) contact details are:

Newland Chase Education

**Capitol House
1st Floor West
Russell Street
Leeds
West Yorkshire
LS1 5SP**

T: +44 (0) 113 3401515

Email: education@newlandchase.com

Website: <http://education.newlandchase.com/>

General Information

Upon acceptance of a place at Mount Kelly the School will forward your details to Newland Chase Education, who will be responsible for issuing a Child Student CAS (Confirmation of Acceptance for Study) in support of a pupil's visa application.

- All applications must be supported by entrance examinations, a report from a student's current school and a Skype interview.
- The School is required to photocopy a student's passport and visa on the first day of term or the first day that a student arrives at the School.
- The School must be notified if your child has obtained a new passport.
- All student absences must be reported to the UKVI. This includes students who arrive late at the beginning of term without prior notification or leave before their course completion date.
- Parents are requested to adhere to the term dates, wherever possible, when booking international flights.
- When a student leaves the School, this will be reported to the UKVI, ceasing sponsorship
- If a Child Student turns 18 years old, they may carry on with their course until their permission to stay ends. If the student wants to do further study in the UK, they will have to apply under another category.
- Students joining from another school in the UK must have a visa application sponsored by Mount Kelly in place, before they arrive at school.

Mount Kelly Child Student visa Application Process

It costs £490 to apply for a study visa, you also have to pay the healthcare surcharge as part of your application, which is currently £470 for each year the visa will be valid. These fees are paid directly to the Gov.uk website when the application is submitted. Additionally, the cost of this visa application service and issuance of CAS is £695.00, where the application is made in the UK, VAT will be charged. This service fee will be added to your fees for the first term.

Step 1

The Admissions Department at Mount Kelly must have received the following before the CAS process can be started:

- A signed copy of the Parent Contract together with the deposit (the bank account from which the deposit is paid will be checked by the Finance Office to ensure that the signatory matches that of the contract.)
- A signed copy of this Child Student Visa Policy
- A completed guardian agreement
- A copy of the student's passport

Step 2

On receipt of the above the School will send your details to Newland Chase Education who will contact you directly for the information and copies of documentation required to complete the visa application.

When they are satisfied that the application will be compliant they will:

- Issue the CAS on behalf of the School.
- Complete the online visa application on your behalf
- Make the visa appointment at the Embassy/High Commission in your country of residence
- Send you all the required paperwork with clear instructions on what needs to be signed and taken to the appointment.
- A covering letter acting as your immigration lawyer, which will also be submit with the application.

In the unlikely event of a visa refusal, Newland Chase Education will assist with the administrative review.

I/We confirm that we have read the Mount Kelly Visa Policy, as detailed above, and agree to adhere to the guidelines.

PARENT'S FULL NAME Mr/Mrs/Miss/Dr.....

SIGNATURE OF PARENT.....

DATE.....

PARENT'S FULL NAME Mr/Mrs/Miss/Dr.....

SIGNATURE OF PARENT.....

DATE.....