

Protecting
your Tier 4 visa.
Top tips

Protecting your Tier 4 visa is important, both for completing your studies and for avoiding potential problems with any future immigration applications you may need to make.

Here are some top tips:

- **Attendance:** you are required to be studying full-time if you are in the UK on a Tier 4 visa. If you need to miss any classes, or if you need to leave the UK during term-time, please discuss this with your faculty as soon as possible. The University also monitors your attendance through access to our electronic systems.
- **Keeping your documents safe:** you should keep your passport and visa safe at all times, both in the UK and when travelling – don't carry them with you if you don't need to. You should also keep copies of these documents in case you lose them.
- **Updating your records:** you must make sure that the University, the Home Office, and the police (if required) hold up-to-date contact details for you at all times. You should also make sure that the VISAS Team always have a copy of your most recent passport and visa.
- **Employment:** don't work more than your permitted hours – it is a criminal offence, and may prevent you from completing your course. Your work restrictions will be printed on your visa.
- **Extending your visa:** VISAS can help you with your application, so don't apply by yourself. If you think you need to extend your visa, get in touch with us as soon as possible – don't leave it to the last minute.

Any questions? The VISAS Team are here to help. You can visit our website for further information, or come visit us at one of our drop-in sessions: every Tuesday and Thursday 9am–11am in Student Services.

www.southampton.ac.uk/visa