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| [Appropriate current address – whether to applicant or current student – where it will reach them promptly. The address on this letter is *not* used to verify data about the student visitor visa application] |

[Date]

To whom it may concern,

This letter is intended to be used in support of a short term study visa application. Please note that it is not intended to be used in support of a Tier 4 student visa application. Although the University is a licensed sponsor under tier four (sponsor registration number M1WT5XVQ0), we do *not* undertake to sponsor the student under tier four or any other tier of the points-based system.

This letter certifies that the person below [is an existing student/has accepted an unconditional offer to study] at the University of Southampton.

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| --- | --- |
| Route – Short term study visa | |
| Name: | [Name of applicant/student as held in the legal name field of SPAIDEN, if no legal name use First & Last Name fields] |
| Student ID: | [Banner ID] |
| Mode of Study: | [e.g. ’Repeat year not attending’] |
| Date of Birth: | [Date of birth] |
| Level: | [Level, e.g. Postgraduate taught] |
| Year of Study: | [Year of study] |
| Programme of study: | [Programme of study] |
| Commencement date: | [The commencement date of the programme] |
| Expected end date: | [The expected end date of the *student* on the programme – may be different from the standard programme end date] |

[If the student is moving between tier four and short study visa, explain the circumstances, especially if it is expected they may return to tier four – e.g. the student is making use of the academic regulations that permit a ‘repeat year not attending’; s/he is not undertaking full-time study during his/her repeat year, but needs to return to the UK to attend examinations during the periods January and May].

Yours sincerely

Direct tel: +44 (0)23 80

email: @soton.ac.uk