

Scope

- 8.1 The Immigration Compliance Regulation applies to all students enrolled at York St John University who require a visa in order to enter, remain, and study in the UK.

Definitions

- 8.2 *Visa*: authorisation for a person to enter, remain, and study in the UK for a specified amount of time.
- 8.3 *UK immigration rules*: pieces of legislation that make up the UK's immigration law, as amended from time to time.
- 8.4 *Authorising Officer*: nominated senior officer of the University with responsibility for actions taken in relation to the University's sponsorship licence.

Immigration compliance

- 8.5 All students enrolled on a programme of study on York St John University campuses must have valid permission to live and study in the UK throughout the duration of their studies. Action may be taken under this regulation if they fail to retain such permission.
- 8.6 Students who are sponsored by the University on a Student Visa must be aware of, and adhere to, the requirements of their visa and UK immigration rules at all times during their studies.
- 8.7 The University has a series of procedures in place to ensure compliance with UK immigration rules, and which must be followed. These include:
- 8.7.1 Admissions procedures that ensure applicants meet the academic, English Language, financial and credibility requirements to study in the UK.
 - 8.7.2 CAS issuance procedures that ensure academic, financial and English Language requirements are met and that set out when visas will and will not be issued.
 - 8.7.3 Enrolment procedures that ensure all pre-enrolment checks have been completed prior to enrolment and that enrolment occurs prior to the last date of enrolment.
 - 8.7.4 Procedures related to the monitoring of student engagement.
 - 8.7.5 Procedures that document actions to be taken where breaches to visa conditions are suspected or proven.
 - 8.7.6 Procedures that document when visa extensions will be given.
 - 8.7.7 Procedures that document what happens if an applicant's visa is refused.
 - 8.7.8 Procedures for authorising absences.
 - 8.7.9 Procedures documenting course changes and the adding or removal of placement years or years in industry.
 - 8.7.10 Withdrawal of sponsorship procedures which document when sponsorship may be withdrawn and for what reason.
 - 8.7.11 Retention procedures detailing what information is kept and for how long.
- Further information can be accessed on the [Student visa conditions page](#).
- 8.8 Students shall not engage in conduct either on or off university premises which constitutes a breach of their immigration-related obligations, which results in a failure to comply with the requirements of their visa, or which prevents the University from complying with the conditions of its licence to sponsor students under the Student Visa system.

- 8.9 If a student fails to adhere to the conditions of their visa or to comply with UK immigration rules, or if a student engages in conduct which prevents the University from complying with the conditions of its sponsorship licence, the University's sponsorship of the student may be withdrawn. Where sponsorship is withdrawn by the University, the student's enrolment on their programme of study will be withdrawn as they will be unable to fulfil their responsibilities as set out in the [Programme Engagement Regulation](#).
- 8.10 Concerns relating to immigration non-compliance will generally be dealt with in accordance with the Support to Study Policy set out in the [Code of Practice for Assessment](#). Notwithstanding these procedures, the University reserves the right to report to [UK Visas and Immigration \(UKVI\)](#) any student who it has established had breached the conditions of their visa or who has failed to comply with UK immigration rules at any time during their studies.
- 8.11 A student will have the right to appeal against the decision of the Support to Study Panel, the School Assessment Board, or the *Authorising Officer*. Full information about the appeal procedure is available on the [Appeals and Complaints](#) webpage.
- 8.12 If a student wishes to remove their placement year any time after obtaining their CAS, they may not be entitled to a refund of the tuition fees paid in line with our [Student Financial Regulations 2024-25](#).

Associated links: <https://www.yorksj.ac.uk/international/visa-and-immigration/student-visa-conditions/>
<https://www.yorksj.ac.uk/policies-and-documents/regulations/>
<https://www.yorksj.ac.uk/policies-and-documents/code-of-practice-for-assessment/>
<https://www.gov.uk/government/organisations/uk-visas-and-immigration>
<https://www.yorksj.ac.uk/policies-and-documents/appeals-and-complaints/>
<https://www.yorksj.ac.uk/policies-and-documents/finance/#students>

Version control statement

Document property	Detail
Version:	5
Document title:	Immigration Compliance Regulation
Author role and department:	Academic Registrar, Registry
Approved date:	26 June 2024
Approved by:	Academic Board
Equality analysis undertaken:	Not yet undertaken

Amendments since approval

Version	Detail of revision:	Date of revision:	Revision approved by:
2	Changes to committee names	06/11/2019	Academic Board
2.1	Minor amendment. Numbering updated.	24/06/2020	Academic Board
3	Removal of references to Tier 4, replaced with Student Visa scheme.	23/06/2021	Academic Board
5	Updated to include procedures in place to ensure compliance with UK immigration rules Reference to Progress and Award Examination Board updated for relevant replacement committee name.	26/06/2024	Academic Board