



CAS Request Form

family name(s):

please type "n/a" if you do not have a family name

given name(s):

email address:

student ID:

date of birth (dd/mm/yy):

course of study:

Have you ever been convicted of a criminal offence?

yes

no

Having a criminal record will affect whether a visa application is successful. If you have been convicted of a criminal offence we will contact you for further information before issuing a CAS.

Have you ever been to the United Kingdom to study?

yes

no

If yes, please give full details of start/end dates, type of visa, course, and institution:

Have you ever applied for and been refused a visa, or have you ever been denied entry to the UK?

yes

no

If yes, please give full details the date, type of visa, reason for refusal, and country:

Where are you planning to make your visa application?

in the UK

in your home country

Do you have an agent helping you with your application to study at the University in the UK?

yes

no

Check this box if you do not wish a copy of your CAS to be sent to your declared agent

Declaration:

By checking this box, I confirm that, as the person named above, to the best of my knowledge and belief, the information given on this form is true, complete, and accurate, and that no information requested or other relevant information has been omitted.

full name:

date:

please read the important notes on the following page before submitting this form

Notes

1. This form should be completed and the declaration made by the student.
2. If all the information you have supplied is correct and complete, you have accepted an Unconditional Offer of a place to study at the University of Winchester, you are from one of the countries on the [UKVI list](#) not requiring evidence to show that you meet the financial requirement for a Student visa, and you have paid your Tuition Fee Deposit of £2000 (where appropriate), we will respond to you promptly.
3. If all the information you have supplied is correct and complete, you have accepted an Unconditional Offer of a place to study at the University of Winchester, you are **not** from one of the countries on the [UKVI list](#) not requiring evidence to show that you meet the financial requirement for a Student visa, and you have paid your Tuition Fee Deposit of £5000, you will need to attend an online Pre-CAS Interview. **You will be required to submit to us the financial documents that you will use to support your visa application prior to your Pre-CAS Interview.** We will contact you promptly to arrange a mutually convenient interview date and time.
4. If you need any help or advice about completing this form, the Pre-CAS Interview process, or the CAS itself, please contact us at: international@winchester.ac.uk.

if you have all the required documents in order, please save and submit your completed form to us at: international@winchester.ac.uk

Privacy Notice

1. The University of Winchester treats the personal data and the sensitive personal data it processes on behalf of its students and its potential students very seriously. It continues to comply fully with the UK General Data Protection Regulation (UK GDPR) and any national implementing laws, regulations and secondary legislation ('National Legislation'), as amended or updated from time to time, in the UK and then (ii) any successor legislation to the GDPR or the Data Protection Act 2018 or the National Legislation. More information on these changes, which include strengthening of some individual rights and some new individual rights can be found on The Information Commissioners' Office (ICO) website at: ico.org.uk/
2. The University processes both personal data and sensitive personal data under a range of different 'lawful bases' depending on the nature of the respective 'processing purposes' (the 'purposes of the processing' as outlined below).
3. For the personal data and the criminal conviction data supplied on the Certificate of Acceptance for Studies (CAS) form, the University is relying on the lawful basis of 'legal obligation', as set out under Article 6(1)(c) of the UK GDPR: "processing in necessary for compliance with a legal obligation to which the controller is subject."
4. The 'purposes of the processing' for the personal data and the criminal conviction data include: (a) To sponsor the visas of international students for them to study in the UK; (b) To show evidence that the University is complying with UKVI regulations in the processing of international sponsorships; (c) Administration of international student information;
5. The personal data will be kept for no longer than necessary, and these decisions will be made in line with legal requirements, the relevant University policies and considering relevant best practices.
6. As an individual you have a number of rights available to you in regard to your data. More information on these can be found at: <https://ico.org.uk/your-data-matters/>.
7. You have a right to contact the ICO if you have concerns about how your data is used. Further details on how to contact the ICO can be found at: <https://ico.org.uk/global/contact-us/>.
8. The University will review and, where necessary, update this privacy notice in line with current guidance and developments

The data protection officer for the University is:

Stephen Dowell, Data Protection Officer, The University of Winchester, Sparkford Road, Winchester, Hampshire, SO22 4NR, United Kingdom. Tel: +44 (0) 1962 841515, Ext. 7217, Email: stephen.dowell@winchester.ac.uk

The name and contact details of our organisation are:

The University of Winchester, Sparkford Road, Winchester, Hampshire, SO22 4NR, United Kingdom. Tel: +44 (0) 1962 841515

ends.