**PGR Student (Tier 4 / Student Route visa only)**

**Confirmation of change of research/study location (outside the UK)**

This form must be completed electronically by all Tier 4 / Student Route visa PGR students sponsored by Royal Holloway prior to travelling abroad/changing study location where they will continue to engage with their studies (i.e. not undertaking a holiday).

Under UK Visa and Immigration (UKVI) guidelines we can continue sponsoring a student when they go abroad for research (study) as long as their supervisor approves the absence and confirms they will maintain contact for the duration of their trip. This means your permission to stay in the UK will remain current and you will be allowed to return to the UK without having to apply again for a new Student Route visa.

*‘We will accept a course that involves periods of study outside of the UK but the student must meet all the immigration requirements of the country in which they will study. If the student intends to return to the UK to continue or complete their course, it may be practical for you to continue sponsoring them for the period they are outside the UK.’*

**Personal Details**

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| --- | --- | --- | --- |
| Student Name: |  | Supervisor Name: |  |
|  |  |  |  |
| Student Number: |  | Department: |  |
|  |  |  |  |
| Expiry Date Tier 4 / Student Route Visa: |  | Dates abroad: |  |
|  |  |  |  |
| Current UK Address |  | | |
| Contact address, email and phone number whilst undertaking your research abroad |  | | |

**Responsibilities of Royal Holloway:**

Royal Holloway has a reporting duty for all students we sponsor, even when they are abroad at a different institution or remote location. We will therefore request regular updates from your Supervisor to confirm you remain engaged in your research studies.

**Your Responsibilities:**

All degree programmes are subject to the Academic Regulations and the Research Degree Regulations remain applicable to you during this period of research abroad.

Furthermore, there are requirements and obligations related to the immigration rules, and related to your studies. Additional information can be found on the UKCISA webpage [**Protecting your Tier 4 / Student Route Status**](http://www.ukcisa.org.uk/Information--Advice/Visas-and-Immigration/Protecting-your-Tier-4-status).

**Important:**

If your supervisor is not able to confirm your progress and engagement with your research studies then Royal Holloway is obliged to inform the UKVI of this. Your permission to stay in the UK would then be cancelled and you would need to make a new visa application to return to the UK.

|  |  |
| --- | --- |
| Student’s Signature |  |
|  |  |
| Supervisor’s Signature |  |
|  |  |
| Date |  |

**Please complete this form and return it electronically to** [**Student Administration**](mailto:student-administration@rhul.ac.uk)