

Sponsors' duties

- Record keeping: copy of student's identity document, placement offer, contact details, ATAS certificate
- Reporting: 10 days to inform UKBA of student no show or ten missed contacts, discontinuation of studies, substantial sponsor changes
- Assessing: student's intention/ability to follow course, English language level (CEFR B2 degree level/ B1 below degree level)
- From July 2011 sponsors must vouch for student's academic progression in courses not following qualification scale

N.B. Contravening prevention of illegal working regulations can result in Tier 4 licence revocation.

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TIER 4 SPONSORS' GUIDANCE FACT CARD

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Confirmation of Acceptance (CAS)

- CAS valid for 6 months from the date assigned.
N.B. Students cannot apply for Tier 4 leave more than 3 months before course start date
- CAS allocation can be used again if it has not already supported application to enter/remain in the UK as a student
- CAS issued after 21 April 2011 only able to cover single course, with limited pre-sessional exceptions

Please note that this Fact Card is an overview only. Specific advice should be taken relating to individual circumstances. Please contact us for further guidance.

Confirmation of Acceptance (CAS) limits

- Unrestricted CAS: existing sponsor meeting Educational Oversight Requirement (EOR) and Highly Trusted Sponsor (HTS) status
- CAS limit to 50% of total student body: new sponsor meeting post 21 April 2011 EOR- must achieve HTS within 12 months
- Interim CAS limit:
 - Existing sponsor meeting post 21 April 2011 EOR but not HTS-HTS required by April 2012
 - Existing sponsor meeting HTS but not EOR-EOR required by January 2013
 - Existing sponsors not meeting EOR or HTS-HTS required by April 2012 and EOR by January 2013

Highly Trusted Sponsor (HTS) status to sponsors with:

- A rated status for 6 months before HTS application
- No civil penalties in last 3 years
- Procedures minimising student application refusals/ ensuring students are genuine
- Procedures ensuring students attend/complete course
- Less than 2% student failures to enrol
- Less than 1% students ceasing studies within first third of course
- Less than 2% students ceasing studies within two thirds of course
- Less than 5% total number of students failing to enrol/ complete course