

Checking your BRP and Entry Clearance Visa for errors

Checking your Entry Clearance Vignette (visa sticker in your passport)

Personal details:

Type of Permission:

Conditions of Permission:

Length of Permission:

Checking your Biometric Residence Permit (BRP)

Personal details:

Type of Permission:

Conditions of Permission:

Length of Permission:

What do I do if there is an error on my Entry Clearance?

What do I do if there is an error on my BRP?

If you applied for your Student Visa when you were outside the UK

If you applied for your Student Visa when you were inside the UK

I've received my corrected BRP what do I need to do next?

More information on Visa errors and corrections

Checking your Entry Clearance Vignette (visa sticker in your passport)

Students who are studying on courses of longer than 6 months will be issued with a Student Visa Entry Clearance Vignette valid for 90 days to allow travel and entry to the UK.

The full residence permission to stay in the UK for the duration of your studies and some additional extra time will be issued on a Biometric Residence Permit (BRP).

When you are issued with your Student Visa, you should also be issued with a letter confirming the details of your Student Visa permission for the UK including details of where to collect your BRP.

Check your Student Visa entry clearance carefully to ensure that everything is correct (example below):

Personal details:

Check that your names, nationality, date of birth & passport number are all correct and match the details on your passport.

Type of Permission:

Your Entry Clearance vignette should state “Student”, “Student Visa” or “Tier 4 (General) Student” and it should state the LJMU Sponsor License Number (as stated on your CAS)

Conditions of Permission:

Your Student Visa Entry Clearance vignette should state that you have a work restriction or limit of 20 hours per week in term time (unless your Student Visa was issued for a pre-sessional course or other programme below degree level in which case the work restriction should be 10 hours per week in term time).

If your Student Visa was issued for a programme of study of longer than 6 months and you are a national of a country which is on the Police Registration List, your Student Visa Entry Clearance vignette should state “Police Registration”

The vignette should also state “No Public Funds”

Length of Permission:

If you applied for your Student Visa for a course of study that is longer than 6 months, the length of validity of your Student Visa Entry Clearance vignette should be 90 days.

The start date should be either be 7 days before your intended travel date or one month before the start date of your programme of study as stated on your CAS, whichever is later.

If your Student Visa is issued for a programme that is less than 6 months, you should be issued with a Student Visa Entry Clearance vignette for the length of course as stated on your CAS valid from 7 days before the start date and expiring 7 days after the end date of your course.

Note: If your course is a pre-sessional course, you should be granted a visa until the end date of your course + 1 additional month.

Checking your Biometric Residence Permit (BRP)

If you applied for your Student Visa outside the UK to study on a programme of longer than 6 months, you will be issued with a 90 day Student Visa Entry Clearance vignette in your passport to enable you to enter the UK.

Once you have arrived in the UK you will be issued with a BRP which provides evidence of your immigration permission to remain in the UK for the duration of your studies.

If you applied for your Student Visa in the UK, you will be issued with a new BRP.

Personal details:

Check that your name, nationality, date & place of birth are all correct and match the details on your passport.

Type of Permission:

Your BRP should state “Student”, “Student Visa” or “Tier 4 (General) Student” and it should state the LJMU Sponsor License Number (as stated on your CAS)

If you applied for your Student Visa outside the UK, your BRP should state “Leave to Enter” or “Permission to Enter”.

If you applied for your Student Visa in the UK, your BRP should state “Leave to Remain” or “Permission to Remain” or “Permission to Stay”

Conditions of Permission:

Your BRP should state that you have a work restriction or limit of 20 hours per week in term time (unless your Student Visa was issued for a pre-sessional course or another course below degree level in which case the work restriction should be 10 hours per week in term time). The BRP should also state “No Public Funds”

Length of Permission:

Your BRP should have an expiry date after the end date of your studies as stated on your CAS:

- If your course of study is 12 months or longer, you should be granted until the end date of your course + an additional 4 months

- If your course of study is between 6 months and 12 months, you should be granted until the end date of your course + an additional 2 months

What do I do if there is an error on my Entry Clearance?

If there is an error on your Student Visa Entry Clearance vignette which could affect your entry to the UK: for example if your name, nationality or the valid from date is incorrect and does not match your passport, you must request a correction and for an amended Entry Clearance to be issued.

Sometimes, it is possible to have the error amended by contacting the Visa Application Centre directly, however this is not always possible and the official way to request a correction is by contacting the International Enquiry Service and succinctly explaining the error. There is a charge to use this service.

If the error is not one that will affect your entry to the UK: for example if it is the expiry date (and you travel before the expiry date), or if you didn't notice that error until you arrived in the UK, you can request a correction by contacting UKVI International in Sheffield. You must request the correction within 3 months of arrival in the UK.

You should contact the International Student Advisers at LJMU as soon as you notice an error if you require advice on correcting an error on your Student Visa Entry Clearance by emailing InternationalAdvice@ljmu.ac.uk

What do I do if there is an error on my BRP?

If your BRP expires on 31 December 2024

You do not need to tell UKVI if your BRP expires on 31 December 2024 but your immigration status (for example, your visa) allows you to stay longer.

You will not need a BRP from 1 January 2025. You'll be able to prove your immigration status online, without a BRP.

UKVI will update their information on how to prove your immigration status in early 2024. You do not need to do anything and your immigration status will not be affected.

If you applied for your Student Visa when you were outside the UK

You can request a correction without charge by completing the Report a Problem link on the UK Government website.

If you applied for your Student Visa when you were outside the UK and the error relates to the length or conditions of your stay (for example: work condition or police registration) you can describe the error and what the correction should be.

If you applied for your Student Visa when you were inside the UK

If the error relates to the length or conditions of your stay in the UK, you must [apply for Administrative Review](#).

There is an £80 fee to request an Administrative Review but the fee will be refunded if your request is successful.

Requests for Administrative Review must be made within 14 days of receiving the decision which you are challenging.

If the error doesn't relate to the length or conditions but is another type of error (such as name, date of birth, sponsor licence number etc), you can request a correction without charge by completing the [Report a Problem](#) link on the UK Government website

You should contact the International Student Advisers at LJMU as soon as you notice an error if you require advice on correcting an error on your BRP by emailing InternationalAdvice@ljmu.ac.uk

If your passport or BRP has been lost or stolen, please refer to our [Lost/ Stolen Passport & BRP](#) information sheet.

I've received my corrected BRP what do I need to do next?

If you have received your corrected BRP please send a copy of this (front and back) to RegistrationDocuments@ljmu.ac.uk and your visa details will be updated on our system.

Please ensure you keep a copy of your corrected BRP and store it safely.

More information on Visa errors and corrections

For further information on BRP issues please see

[UKCISA guidance](#)

[UK Government website](#)

Email the International Student Advice Team at InternationalAdvice@ljmu.ac.uk