

## Tier 4

## Financial sponsor letter

Students who are partly\* or fully supported by an “official” financial sponsor must submit a letter confirming the details of the funding as part of their Tier 4 visa application. An “official” sponsor is defined as:

- the British government
- your home government
- the British Council
- an international organisation
- an international company
- any university

Your official financial sponsor must have the funds to support you financially whilst you are studying in the UK and have the capacity to move, or experience of moving, funds across international borders. This means that they should have a presence in multiple international locations and a clear website that provides evidence of their legitimacy as a financial sponsor.

### International Company

The definition of an international company is a company that has an office in more than one country and they have a website with clear contact details for all the overseas offices. If you are sponsored by an international company you need to check that they meet the definition of an international company otherwise your visa application could be refused.

### Sponsor letter requirements

UK Visas and Immigration (UKVI) ask for an original letter written in English confirming that the financial sponsor will provide financial support for you while you are studying at the University of Manchester. A sample letter is given overleaf.

The letter should be on official letterhead paper and have the official stamp of the financial sponsor. It should also include:

- Your name
- The name and contact details of the financial sponsor
- The date the letter is issued.
- The duration of the sponsorship
- The amount of money you will receive per month **or alternatively**, if you are fully sponsored then confirmation that your financial sponsor will “cover all of your tuition fees and living costs”.
- If the scholarship also covers your family members the sponsor letter should include their names as well as yours

### Consent

If:

- your financial sponsor is a government or an international scholarship agency (eg The British Council) **and**

- they pay all your tuition fees **and**
- they cover your full maintenance amount (at least £1015 per month);
- **...then the letter should also include the financial sponsor's unconditional consent for you to stay in and re-enter the country for an unlimited time.**

### Previous financial sponsorship

Even if this sponsorship **ended within the last 12 months** UKVI still ask for a letter of consent. Please note that your Tier 4 application is likely to be refused if the letter does not include your financial sponsor's consent. If the scholarship also covers your family members the sponsor letter should include their names as well as yours.

### Partly sponsored:

- Your sponsorship needs to cover at least £1015 per month for your living expenses. If you do not receive this much money then you will be considered only partly sponsored.
- If you are partly sponsored then you need to show evidence of having the rest of the money needed from another source, for example by also submitting your personal or your parent's bank statements.
- These bank statements need to show that you have held the remaining funds to make at least £1015 per month when combined with your sponsorship for at least 9 months. You need to have held this money for at least 28 days before you submit your visa application online.

## Template

## Sample financial sponsor letter

*To Whom It May Concern  
UK Visas and Immigration  
Home Office*

*Date:*

*Dear Sir/Madam*

*(name of student) / (date of birth) / (nationality)  
(name of spouse) / (date of birth) / (nationality)  
(name of child) / (date of birth) / (nationality)*

*We confirm that (name of student) has been awarded a financial scholarship by (sponsoring organisation) for study at the University of Manchester for the degree of (qualification) in (subject). The scholarship will commence (date) and last for a period of (months).*

*The scholarships covers (name of student) and his/her family members listed above. The scholarship covers all of the student's tuition fees and living expenses and all of the dependant's living expenses.*

*In addition, (sponsoring organisation) gives unconditional consent to (name of student) to stay in or re-enter the United Kingdom for an unlimited time.*

*Yours faithfully*

### NOTES:

1. Details for family members should be included only if the scholarship covers them