

## Academic Visitor Letter (from the University to Entry Clearance)

***PRINT ON FACULTY/SCHOOL HEADED PAPER***

[DATE]

To the Entry Clearance Officer

The University of Manchester requests that [FULL NAME OF VISITOR]be admitted to the United Kingdom as an Academic Visitor under a Standard Visitor visa for the period [DATE] to [DATE]. The purpose of the visit is: (delete as appropriate)

* 1. To make use of their sabbatical leave from their home institution overseas to carry out independent research;
	2. To share knowledge, experience and to hold informal discussions with counterparts at Manchester;
	3. To gather information and facts for a specific project which directly relates to their employment overseas
	4. Come to share knowledge and experience on an international project that is being led from the UK, but not carry out research in the UK
	5. To take part in formal exchange arrangements with a UK counterpart
	6. To take part in research/ teaching/ clinical practice (delete as appropriate) as a senior experienced medical doctor or dentist.

The University has alerted [FULL NAME OF VISITOR] to the conditions overleaf.

[SIGNATURE AND PRINT NAME]

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The visitor has been alerted to the following conditions of the visit:

1. They will only visit the UK for up to 6 months, or up to twelve months if applied for in advance;
2. They intend to leave the UK at the end of the period of the visit;
3. They will not be filling a research post and will not undertake any paid or unpaid work other than the academic activity outlined above;
4. The University is not hosting a formal research project for the person;
5. They will not be working under the control of the University during any part of the visit;
6. They can maintain and accommodate themselves (and any dependants) without using public funds;
7. They can meet the cost of an onward or return journey;
8. They will not receive pay from a UK source (except in respect of payment of reasonable expenses to cover the cost of travel and subsistence (if applicable));
9. They do not intend to live in the UK for extended periods through frequent or successive visits;
10. They do not intend to undertake a course of study as the main purpose of their visit and any incidental study will not exceed 30 days in total;
11. They are not a child under the age of 18;
12. They do not intend to marry or form a civil partnership;
13. They do not intend to give notice of a marriage or civil partnership;
14. They do not intend to receive private medical treatment;
15. They are not in transit to a country outside the common travel area.

As a visitor to the University of Manchester, you will be required to present your passport and visa/immigration stamp to HR Services. A copy will be taken and retained for the duration of your visit, after which, the copies will be destroyed.