

## Entry Clearance Correction Scheme (ECCS)

The Student Immigration Team can apply to the Entry Clearance Correction Scheme to ask UK Visas & Immigration to correct certain errors on your immigration permission. This Scheme can only be used to correct errors if you have a visa vignette in your passport as opposed to a Biometric Residence Permit (BRP card). If you have a BRP card which has an error please email us separately.

- If you are studying a course of less than 12 months but more than 6 months you should have been given an extra 2 months of immigration permission at the end of your course.
- If you are studying a course of 12 months or over you should have been given an extra 4 months of immigration permission at the end of your course.
- If you are studying a pre-sessional English course of less than 6 months you should have been given an extra 1 month of immigration permission at the end of your course.

Other errors may include missing or incorrect police registration conditions, sponsor licence number, permitted work hours, or spelling mistakes.

However, only some students will be eligible for the Scheme:

### 1. Am I eligible for the Entry Clearance Correction Scheme?

Please check that you fulfil the basic requirements:

- You applied for your immigration permission overseas and
- Your immigration permission was granted to you overseas; and
- You are currently registered on the course listed in the CAS Statement that you used in your immigration permission application.

You **cannot** use the scheme if:

- Your visa is in the form of a BRP card.
- Your immigration permission was granted by an immigration officer when you first arrived in the UK.
- Your immigration permission is a Student Visitor Visa.
- Your immigration permission was extended in the UK.
- Your immigration permission expiry date is the end date of your official sponsorship plus 4 months.

### 2. I am eligible, what should I do next?

1. You should submit the following documents to the Student Services Centre:
  - a. Original passport (s)
  - b. 2 recent (taken in the last month) passport photos, with your name and date of birth written on the back. These must be different to the photos in your passport and visa.
  - c. Letter of consent authorising UK Visas & Immigration to amend your visa.
2. When your form and documents have been checked we will send the documents to the relevant team at UK Visas & Immigration.
3. The team at UK Visas & Immigration contacts the Entry Clearance Officer (ECO) at the embassy / consulate who issued your immigration permission and asks them to confirm the error.

4. If the ECO confirms that a mistake was made, the team at UK Visas & Immigration amend the error on your visa free of charge and return your documents to us. We then email you to collect your documents from the Student Services Centre.

The entire process can take 1-2 months, but can take longer during busy times.

### 3. Can my family also have their visas corrected?

Yes, as long as your family applied for their immigration permission at the same time and place as you.

If your family is also eligible you must bring their documents (passports and 2 photos each) to the Student Services Centre too. They will each need to provide a consent letter as well.

**Important:** If you are eligible but your family isn't, consider extending all immigration permission through the usual, paid procedures. Of course you will have to be eligible for a normal extension. Contact the International Advice Team if you would like to discuss this option.

### 4. What shall I do if I have given you my form and documents and I haven't heard anything?

We will contact you as soon as we receive your documents back or if we are contacted by UK Visas & Immigration.

If you haven't heard anything in over 2 months or if your immigration permission is due to expire, please contact us. **Do not let your permission expire while you are waiting to hear from us.**

This can be a very lengthy process, and sometimes there is never any reply at all. The Entry Clearance Officer is not required to respond.

### 5. What if I need my passport to travel?

If you are planning to travel in the near future we recommend that you wait until after returning to the UK to apply for the Entry Clearance Correction Scheme.

**Important: even if you are eligible for the scheme, the Entry Clearance Officer's decision is final. There is no way for us to challenge the decision if your application is unsuccessful.**