

Fee Assessment Form

UK government legislation allows publicly funded educational institutions to charge 'Home' or 'overseas' student fees. Students will only be charged 'Home' fees if they can fulfil certain residence and immigration status requirements. Details of these requirements are given at ukcisa.org.uk/Information--Advice/Fees-and-Money/England-fee-status

Please complete this form to help us assess your fee

status. It should be returned to feeassess@uel.ac.uk along with evidence of your immigration status and supporting documents.

The regulations regarding fee status are complex and subject to change. Depending on the information provided we may need to request additional information from you. You are welcome to provide a supporting statement on a separate sheet if necessary.

1. Your Details

Full name

Date of birth (DD/MM/YY)

UEL / UCAS Reference No

Course applied for

Nationality (as per passport)

Dual Nationality (if applicable)

2. UK Immigration Status

Please refer to the categories outlined at ukcisa.org.uk/Information--Advice/Fees-and-Money/England-fee-status

Select one option only	Supporting documents to provide
British National or Citizen	– Photo page of passport
Holder of Certificate of Entitlement to the Right of Abode	– Passport and Visa
Indefinite leave to remain (ILR) / Indefinite leave to enter (ILE)	– Passport and Biometric card / visa
EU National or Citizen	– Photo page of passport or National Identity card
Relative of an EU national who lives in the UK	– Photo page of passport – EU national's passport confirming their nationality – Document confirming your relationship to them – Evidence that EU National is self-sufficient (recent payslip, student loan confirmation) – Evidence that EU National lives in the UK
National of Norway, Liechtenstein, Iceland or Switzerland	– Photo page of passport – Evidence of work such as pay slips, P60 and letter from employer
Refugee	– Biometric card, or Refugee Travel Document
Child / Spouse / Civil Partner of someone granted Refugee status	– Biometric card, or Refugee Travel Document – Documents confirming relationship to refugee (e.g. birth/marriage certificate) and – Documents confirming their immigration status
Humanitarian Protection	– Passport and Biometric card / visa
Limited Leave to Remain	– Passport and Biometric card / visa
Other	– Passport and Biometric card / visa

3. Residency information

Please give details of the countries you have lived in during the previous three years.

Country	From MM/YY	To MM/YY	Main purpose for residence i.e. work, family, study, born there

4. Family Members

If you are not a UK or EU National, you may be eligible for 'Home' fees through your family members. Please give the details of any close family members currently living in the UK. Please refer to Section 2 for the documents you need to provide.

Family Member i.e. Spouse, Father, Child	Nationality and Immigration Status	Length of time in the UK

5. Data Protection and Declaration

Data Protection

For the purposes of the Data Protection Act (2018) UEL are the data controller for the personal data you provide to us. We use the data you provide on this form for processing your application on the basis that it is necessary for entering into a contract with us. We may also use this data for the purpose of fulfilling our public tasks as a University and where required as part of a legal obligation.

We will only share this information with third parties, (data processors), where we have a statutory, or legal obligation, or if the data processor is acting on our behalf.

You have rights associated with how we use your personal data including the right to complain to the Information Commissioners Office via ico.org.uk if you think we have done something wrong. For more information please see our fair processing notices on uel.ac.uk. For questions or queries relating to data protection, please email dpo@uel.ac.uk.

Declaration

I hereby declare that the information on this form is accurate and complete. I understand that it is my responsibility to establish my eligibility for 'Home' fee status and that failure to provide the required evidence when requested may result in me being charged the 'Overseas' fee rate. The University of East London reserves the right to withdraw Home fee status in the event that false or inaccurate information is found to have been submitted. I understand that University of East London is unable to accept responsibility for any original documentation submitted with this form.

Signed: _____ Print name: _____ Date: _____