



# International Student Support Office

## PBS Dependants

### Visa Application Checklist

Spouses, unmarried partners and children of students applying for or already in the UK as a Tier 4 (General) Student will need to apply for a **PBS (Dependant) visa**. Only students on a postgraduate course of more than 12 months are allowed to bring dependants to the UK. There are some exceptions, however, for government-sponsored students.

Dependants will be making either an **entry clearance** (applying for your visa at a UK embassy/consulate abroad) or **visa extension** (extending your dependant visa from within the UK) application. This checklist is relevant for both types of application, but you must also refer to the correct section of our website for the application procedure you will need to follow:

[www.exeter.ac.uk/internationalstudents](http://www.exeter.ac.uk/internationalstudents)

**NOTE ON ORIGINALS/TRANSLATIONS:** All documents must be **ORIGINALS** and any documents not in English must also include a professional translation. **Translations must include: confirmation that the translation is an accurate reflection of the original, translator's name, signature and date of translation, list of translator's qualifications and translator's contact details.**

- Application online form**  
*Entry clearance:* VAF10  
(<http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/visas/10-pbs-dependant>)  
*Visa extension:* PBS (Dependant) (<http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/family/>)
- Passports**  
Dependants should provide any passport that they have ever used to enter the UK. If any of these passports has been lost or stolen, they will need to provide a police report and details of their initial trip to the UK.
- Photographs**  
2 UK passport photographs of each dependant taken within the last month. These should be on white backgrounds and you should not smile.
- Fee**  
*Entry clearance:* £298 in local currency  
*Visa extensions:* £305 if applying at the same time as the student, or £406 if applying separately OR if a child dependant over 18
- Proof of finances**  
**Self-financed**  
Each dependant must show at least **£4050** in a bank account in their name or the student's name. This must be in addition to any finances required in support of the student's visa application. Child dependants can show this amount in a parent's bank account. This money must remain in your bank account for at least **1 month before you apply for your visa**. Your bank statement must be dated within the last month. **It is**



**extremely important that you do not drop below this total amount even for one day or your visa will be refused.**

If the student is eligible for a lower maintenance amount (see Tier 4 Visa Applications Checklist at [www.exeter.ac.uk/internationalstudents](http://www.exeter.ac.uk/internationalstudents)) then dependants are eligible to show a lower amount as well. You will need to show **£900** each instead.

### **Sponsored**

If the student is sponsored by a government, employer or another scholarship agency and their sponsorship covers their dependants, this must be clearly stated on the student's sponsor letter. Check to make sure that the sponsorship provides living expenses of at least £450 per month for each dependant in addition to £800 per month for the student. If this is the case, dependants do not have to provide any personal bank statements. If the sponsorship does not cover this amount, dependants will need to show the remainder in a bank account as above.

The UKBA use the exchange rate quoted on the OANDA website:  
[www.oanda.com/convert/classic](http://www.oanda.com/convert/classic)

**Police Registration certificates**

If the dependant is already in UK, and is required to register with the police, you must submit an up-to-date police registration certificate including current visa status and address with your visa extension application (this is not a requirement if you are applying for entry clearance from home.)

**Proof of address**

If the dependent child is over the age of 16, they need to show two extra documents dated in the last month to confirm the dependant's residential address. These original documents can be bank statements, credit card bills, driving license, NHS registration document and/or letter from dependant's current school, college or university.

**Proof of relationship**

This is only a requirement for dependants applying for entry clearance from **outside the UK**. These dependants must show proof of relationship to the student such as marriage certificates and birth certificates.

If dependants are applying **from outside the UK at a different time from the student**, they should also provide:

**Proof of student's visa status**

Copies of the student's Tier 4 visa and passport details pages.

**Proof of student's enrolment**

A Student Status letter from Student Information Desk confirming that the student is currently enrolled at the University.

The UK Border Agency should not request any additional documents except in exceptional circumstances. Please contact the International Student Support Office if you have any questions about the visa application process or any problems with your application.

**For more information ask SID through your MyExeter portal**