

# FUNDING TEAM, UNIVERSITY OF ESSEX

## FEE STATUS QUESTIONNAIRE

**Please read these instructions carefully:**

**This form is only for current students who started their course prior to August 2021.**

Please complete **all relevant sections** of the questionnaire and return this by email to [funding@essex.ac.uk](mailto:funding@essex.ac.uk)

### **Outcome of your fee status assessment**

We will contact you by email to inform you of the outcome of your assessment, or request any additional information that we require – please check your email and reply to any requests for additional information.

### **Further information regarding fee status:**

The University of Essex adheres to the Fee Regulations for England when considering fee status.

For details of these Fee Regulations and the categories of students who may be eligible to pay ‘home’ fees, please read the [guidance](#) carefully.

**WHICH UKCISA CATEGORY DO YOU BELIEVE YOU QUALIFY FOR ‘HOME FEES’ UNDER?**

**Please read the [guidance](#).**

### **SECTION A: PERSONAL DETAILS**

Registration number or PRID:	
Course	

Last name/Family name:	
Other name(s)	
Date of Birth:	
Current permanent address:	
Date you began living in the UK (if applicable):	
If not living in the UK, date you began living in the EU (if applicable):	
Nationality (if you have dual nationality, please state both):	

## SECTION B: IMMIGRATION STATUS

Please complete this section if you are a resident in the UK. See [guidelines here](#) for settled status and other relevant categories.

IMMIGRATION STATUS	PLEASE TICK IF APPLICABLE	PLEASE PROVIDE COLOUR COPY OF THE FOLLOWING:
British citizen (or spouse of British Citizen)	<input type="checkbox"/>	Photo page of your passport (If spouse, copy of spouse's passport and copy of marriage certificate)
Right of abode	<input type="checkbox"/>	Photo page of your passport
Indefinite Leave to Remain/Enter	<input type="checkbox"/>	Biometric Residence Permit (both sides) or Home Office letter confirming status
Right of Permanent Residence	<input type="checkbox"/>	Permanent residence card If you do not have a permanent residence card but believe that you have the right of permanent residence, please let us know
EEA or Swiss national (or spouse of EEA national)	<input type="checkbox"/>	Photo page of your passport (If spouse, copy of spouse's passport, copy of marriage certificate, and proof of spouse's employment in the UK)

Refugee status Or child/spouse of someone with refugee status	<input type="checkbox"/>	Home Office letter or refugee status travel document and passport when possible
Granted humanitarian protection Or child/spouse of someone granted humanitarian protection	<input type="checkbox"/>	Home Office letter and passport when possible
British Overseas Territory citizen	<input type="checkbox"/>	Photo page of your passport
Time limit on stay	<input type="checkbox"/>	Biometric Residence Permit (both sides) or Home Office letter confirming status and photo page of passport

**IF NONE OF THE ABOVE CATEGORIES APPLY TO YOU, OR YOUR STATUS IS LIKELY TO CHANGE BEFORE THE START OF THE COURSE, PLEASE PROVIDE DETAILS OF YOUR CURRENT STATUS AND SUPPORTING EVIDENCE BELOW:**

**SECTION C: RESIDENCY DETAILS**

**Please list where you currently live, where you have previously lived and the reason for living there.**

Country	From (dd/mm/yy)	To (dd/mm/yy)	Purpose (e.g. born, work, study, migrated in order to settle)	Living with


## SECTION D: RELEVANT FAMILY MEMBERS

**We ask for this information because some students are not entitled to Home fees in their own right, but could be entitled to Home fees because of their family members.**

Mother's nationality:	
Father's nationality:	
Mother's current permanent address (if different from yours):	
Fathers current permanent address (if different from yours):	
<p>Do any members of your family, other than your parents, have EU nationality?</p> <p>If yes, please detail and provide appropriate evidence:  <a href="#">See guidelines</a> for relevant family members.</p>	
<p>Are you or any members of your family nationals of Iceland, Liechtenstein, Norway, Switzerland or Turkey, who lives or has lived, in the UK?</p> <p>If yes please provide details including dates and purpose of residence and provide appropriate evidence.</p> <p>See <a href="#">guidelines</a> for relevant family members.</p>	

## SECTION E: TEMPORARY ABSENCE

**Please complete this section if you have been resident outside of the UK/EEA during the last 4 years because you, your spouse or your parent/s were temporarily working abroad. See [guidelines](#) for temporary absence.**

Who was employed outside of the UK/EEA?	
Dates of employment outside of the UK/EEA:	
Details of the work:	
Details of residential property owned by you or your family in the UK/EEA:  Please include address, dates of ownership and dates of visits to the property during your absence	
Details of visits to the UK/EEA during your absence:  Please include dates, locations of stay and reasons for your visit/s	

## SECTION F: STUDENT FINANCE

<b>Please tick the relevant box:</b>	<b>YES</b>	<b>NO</b>
Have you been granted Student Finance for your course? If 'Yes', please send us a copy of your Student Finance England entitlement letter	<input type="checkbox"/>	<input type="checkbox"/>
If no, have you made an application for Student Finance?	<input type="checkbox"/>	<input type="checkbox"/>
If no, do you intend to make an application for Student Finance?	<input type="checkbox"/>	<input type="checkbox"/>

## **SECTION G: OTHER RELEVANT INFORMATION**

**Please use this section to inform us of any other information that you feel is relevant to your fee status assessment.**

## **SECTION H: DECLARATION**

**The information I have given is, to the best of my knowledge and belief, accurate and complete.**

Signed (please type name if returning by email).	
Date:	

## OFFICE USE ONLY

### Which category of the guidance does the student meet and what evidence has been received to support their eligibility?

Please copy and paste the category from the guidance and include box links to evidence.

[UKCISA - international student advice and guidance - England: HE fee status](#)

Date:		FSO name:	
Decision:		Date:	
Signed off by:			
Notes			