

By signing this form you are confirming that all the information is correct and accurate and you understand that this information will be used to confirm whether you will pay 'home fees' or 'overseas' fees. I agree to Colchester Institute processing personal and sensitive data collected on this form. I understand that Colchester Institute may share information with The Information, Advice and Guidance Service or Essex County Council.

Signature Date

Thank you for your application. Please return this form complete with supporting documents to: **Admissions, Colchester Institute, Sheepen Road, Colchester, CO3 3LL**

Supporting Documents:

- **Passport** (Visa Page)
- **Travel Card** (EU/EEA card)
- **Home Office Letter**
- **Travel Documents**

* Please Note- If you have a **Spouse Visa** you will need to provide the following documents:

- **Your passport (with Visa Page)**
- **Your Spouse's passport (with Visa Page)**
- **Your marriage certificate**

* Please Note- If you have a **Dependant Visa** you will need to provide the following documents:

- **Your passport (with Visa Page)**
- **Your Mother's/Father's passport (with Visa Page)**

FOR OFFICE USE ONLY

Please tick the correct status and evidence seen and photocopied

HOMEFEES- Meets 3 Years Residency in EU/EEA

- Passport photocopied front/back and photo page
- EU card photocopied

Original Documents seen by _____

Counter Signed by _____

HOMEFEES – Spouse Visa/Dependant Visa

- Passport-photocopied front/back/photo page and Visa Page
- Spouse/Dependant Passport-photocopied front/back/photo page and Visa Page
- Spouse- Marriage Certificate

Original Documents seen by _____

Counter Signed by _____

HOMEFEES – Settlement Visa/ Leave to remain /Indefinite Leave

- Passport-photocopied front/back/photo page and Visa Page
- BRP Card

Original Documents seen by _____

Counter Signed by _____

HOMEFEES- Principle Family Member Meets 3 Year residency on behalf of app.

- Passport photocopied front/back, photo page and visa page
- Principle Family Member's passport and evidence of 3 year residency -photocopied

Original Documents seen by _____

Counter Signed by _____

HOMEFEES – Refugee status/Asylum seekers

- BRP card
- Visa
- Home Office letter- Application made 6 months previous to course starting

Original Documents seen by _____

Counter Signed by _____

HOMEFEES – Other, please state evidence used to form judgement below:

- _____
- _____
- _____

Original Documents seen by _____

Counter Signed by _____

OVERSEAS FEES

Please state the reason for the Fee Assessment status

Original Documents seen by _____

Counter Signed by _____

