

# LONDON

## VISA APPLICATION GUIDE



**OMNES**  
EDUCATION  
LONDON SCHOOL





## DISCLAIMER

Please note the grant or refusal of the visa is at the sole discretion of the UK Government (Immigration office) and OELS is neither involved in the process nor is liable or responsible in any manner whatsoever for any delay in processing or grant or rejection of the visa application of any applicant by the UK GOV, which reserves the right to ask for further documentation and to refuse the visa application.



# VISA APPLICATION timeline

## Phase 1: Application Preparation and Submission

3 months  
before  
starting date

*You cannot apply more than 3 months before your start date!*

### 1. Research Requirements

- ✓ Read OELS Visa Guide and visit the official UK Government immigration website [UK GOV](#) to familiarise yourself with the visa requirements.
- ✓ Select the correct visa type "Standard Visitor Visa" and start your application.
- ✓ You can start your application, save it, and return to complete it once you are certain all questions have been answered accurately.

### 2. Gather Documents

- ✓ Valid current resident visa (must cover the study period)
- ✓ Valid passport (must be valid at least until the end of your study dates).
- ✓ Passport-sized photos (as per guidelines).
- ✓ Completed visa application form.
- ✓ Your home school and OELS certificates, which you'll receive once you are registered (e.g. Visa Certificate/ Invitation Letter, last 3 months bank statements, accommodation and travel arrangement).
- ✓ All documents must be in English (you can find top 10 official translation websites via [Pick writers'](#)).

### 3. Financial Planning

Pay visa application fees (use Priority Service if applying within 4 weeks of the start date). Ensure sufficient funds for your travel when applying.

### 4. Complete Online Submission

Submit your application and supporting documents via online portal or in-person (look up for a centre location via [VFS Global centres](#)). Download the checklist and ensure you do not miss any documents.

Appointment  
for the biometric

## Phase 2: Attend Appointments for Visa

- ✓ After submitting your application, you will be redirected to [UK GOV](#) website to make an appointment to submit their biometrics.
- ✓ Bring all require documents to your appointment, including your checklist, your home schools and OELS documents, your appointment confirmation and passport.
- ✓ You'll receive a receipt or tracking number for your application.

After  
appointment

## Phase 3: After Appointment

- ✓ Monitor the visa processing timeline on the official UK GOV website.
- ✓ If the UK immigration office requests additional documentation, respond promptly to avoid delays of your application.
- ✓ If you experience delays, contact visa centre on **+44 (0)300 790 6268**.

## Phase 4: Decision

### 1. Approval

- ✓ If approved, you will be contacted via email or your chosen communication method to collect your passport with your visa.

### 2. Rejection

- ✓ If rejected, you will receive a letter via email, explaining the reasons for refusal.
- ✓ Please share the letter with the OELS Pre-Arrival Officer, who can advise whether reapply is optional (please note that a positive outcome is not guaranteed).

Last Stages

## Phase 5: Reapply for Visa

- ✓ Prepare all missing documents, ensuring they are translated into English.
- ✓ Contact Pre-Arrival Officer to request for a cover letter template, which must be submitted with your new applicant.
- ✓ Respond to the refusal letter, explaining the reasons for your second application.
- ✓ Resubmit your second application following the same process as first time (use Priority Service if needed).

Starting date  
Welcome  
to London!

## KEY TIPS

- ☐ Start the process early to allow time for delays.
- ☐ Double-check all documents for accuracy
- ☐ You find ten best French translation services via Pick writers' website.
- ☐ Follow official UK GOV visa guidelines at all times.
- ☐ If there is no visa centre in your home country, consider applying through a neighbouring country.

It's currently takes **3 weeks to process a Standard Visitor Visa**. The visa application fee is £115. For a priority service, which take 5 working days, there is an addition fee of £500.

## UK visa info



### Do I need a visa?

If you are from the EU, European Economic Area (EEA), Switzerland, and USA, you do not need a visa to study at OMNES Education London School (OELS) for up to 6 months. However, you must apply for Electronic Travel Authorisation (ETA) via [UK GOV website](#). Your passport must be valid for the whole of your whole stay in the UK.

If you are an International student (non-EU/EEA or non-Swiss or non-Canadian), you must apply for a **Standard Visitor Visa** to study at OELS for up to 6 months. The earliest you can apply is **3 months before your travel date**.

If you are unsure whether you need a visa, click [here](#).



### Can I work with a Standard Visitor Visa or ETA?

As a Standard Visitor Visa or ETA holder, you are **NOT** allowed to work OR complete an internship in the UK.

You will NOT be able to extend your visa OR switch to another visa from within the UK. You must do this from your country of residence.



# How to apply *steps*

## Where to apply?

To start your application via the UK Gov. website, click [here](#) and follow the step-by-step visa application process.

After completing your application, you will be redirected to [VFS global website](#), which operates in most countries (usually in the capital city) or in a neighbouring country, to book your biometric appointment.

## What do I need to provide?

- A current passport, valid for entire stay in the UK.
- A valid visa from your country of residence at the time of application.
- The dates you plan to travel to the UK.
- Proof of accommodation booking (full address included).
- Financial evidence showing you can support yourself during your stay (last 3 months' bank statements).
- Your current home address and how long you lived at the address.
- A copy of your parents' official ID.
- Payslips, if you have a source of income.
- Details of any criminal, civil or immigration offences you may have committed.

Please note that you need to provide a [certified translation](#) of any documents that are not in English.□

You might also need to provide:

- Details of your travel history for the past 10 years.
- The name, address and passport number of anyone paying for your trip (if applicable).
- Name, address, and passport number of any family members in the UK (if they will be your host).



# How to apply *steps*

## What OELS documents should I use to support my visa application?

You will be able to download the following documents via your school boost camp page to support your visa application:

- OMNES London Visa Certificate
- OMNES London Programme Admission Certificate

AND

You will receive this letter via email:

- OMNES London UK ENIC letter

**IMPORTANT** – You must also provide an admission certificate from your “home school” covering the entire academic study period.

You will be required to present the OELS certificates at UK border control.

## Visa processing time:

Standard service:

- It currently takes an average of 3 weeks from appointment date to receive a decision on your visa.
- You can check [visa processing times](#) on the UK Gov. website.

Priority service (Decision within 5 working days):

- Available for applicants outside the UK in Europe, Africa, South America, and some Middle Eastern countries.
- To check if priority service is available in your country, visit the [VFS global website](#).
- If applying from outside France, check if a faster decision is available through your visa application centre.
- On the [VFS global website](#), select your country and check the ‘**Premium Services**’ page for availability.





# Checking Visa Status

*steps*

## When contacting UKVI (UK Visas and Immigration)

You should contact UKVI online or phone if both of the following apply:

- If it has taken longer than the usual processing time (3 weeks) to receive a decision on your visa application.
- UKVI has not already contacted you regarding your application.

For more details or to get in touch with UKVI, visit the UK Government website.

## Contacting UKVI Online

➤ Click [here](#) to contact online

- Online queries cost **£2.74**. You will not be charged for any follow-up emails about the same enquiry.
- You will get a reply **within 5 days**, except on Fridays, Saturdays, Sundays and UK [public holidays](#).
- If you've not had a response within 5 working days, check your email's spam or junk folder before contacting UKVI again.

## Contacting UKVI by Telephone

➤ You can call **UKVI** at **+44 (0)300 790 6268** during specific times.

## Call charges:

- Calls cost £0. 69 per minute in addition to your standard network charges.

## Language Support & Availability:

- **English** - Monday to Friday, 24 hours.
- Arabic- Sunday to Thursday, 5am to 1pm UK local time.
- Cantonese - Monday to Friday, 1am to 9am UK local time.
- French-Monday to Friday, 9am to 5pm UK local time.
- Hindi- Monday to Friday, 4am to midday UK local time.
- Mandarin- Monday to Friday, 1am to 9am UK local time.
- Russian-Monday to Friday, 6am to 2pm UK local time.
- Spanish- Monday to Friday, 1pm to 1am UK local time.

# SOCIAL MEDIA

*follow us*



## Any questions?

Contact us at [ankurunziza@omneseducation.com](mailto:ankurunziza@omneseducation.com)  
and follow us on social media!

