
Pre-arrival Information

Immigration and
Transportation

**Kingston
University**
London

Hyperlinks in the document are highlighted like [this](#) – put your cursor over the link and press Ctrl + left click. This should take you to the relevant webpage.

BEFORE YOU LEAVE HOME

You need to apply in advance for an ETA – if you are a non visa national, or a student visitor visa if you are a visa national.

It is your responsibility to ensure that you meet the UK immigration rules that apply to Student Visitors in order to be able to study at Kingston University for Summer School 2025. Read the immigration information published by the UK Government about student visitor visas.

<https://www.gov.uk/study-visit-visa>

New legislation requires non visa nationals to apply in advance for an ETA, and visa nationals to apply in advance for a visa. This link is for guidance on getting an ETA:

<https://www.gov.uk/guidance/check-when-you-can-get-an-electronic-travel-authorisation-eta>

You must check whether you are considered a visa national or not as this will affect what you are required to do. If you are a visa national you are required to apply for entry clearance to the UK **prior** to travelling. Non-visa nationals will need to apply for an ETA in advance of travel to the UK.

What to do before travelling to the UK

IT IS YOUR RESPONSIBILITY TO ENSURE THAT YOU MEET THE REQUIREMENTS OF THE IMMIGRATION RULES FOR THE UNITED KINGDOM.

Depending on where you're from, you will either need to apply for a visa to study in the UK, or apply for an ETA. To check whether you need a visa and which type of visa and documents you need, you can fill in the short questionnaire here: <https://www.gov.uk/check-uk-visa>. The UK Home Office categorises students as one of the following:

Student Categories	Visa type
Non visa national	No visa, but MUST APPLY IN ADVANCE FOR AN ETA . You will enter as a 'student visitor'.
Visa national	Must apply for entry clearance on the 'standard visitor visa' (you can also study but cannot work or extend your stay). Check here to see if you are considered a visa national (Appendix 2).

The **Standard Visitor visa (SVV)** is for students who wish to study in the UK for **6 months or less**. Students who enter on this visa:

- **May not work**, including internships, work-placement or work-study, whether paid or unpaid (including volunteering)
- May not switch their status
- Cannot extend their stay in the UK
- Cannot bring family members ('dependents'). Family members who wish to accompany a student visitor need to apply as standard visitors or child visitors in their own right
- Cannot get public funds.

Please note that you DO NOT need to apply for a Student Route visa.

In May, we will e-mail you the letter that you need for immigration purposes.

You must establish whether or not you need to obtain entry clearance to the UK in advance of travelling.

Student visitors must be prepared to supply the UK Border Force Officer with the correct documentation which will be detailed below.

Steps to entering the UK as a Student Visitor for Non-Visa Nationals

Non-visa nationals must obtain an ETA in advance of arriving in the UK.

<https://www.gov.uk/guidance/check-when-you-can-get-an-electronic-travel-authorisation-eta>

You will need proof of / to present the following...:

1. that you have been unconditionally accepted on a course of study by:
 - a) An Accredited Educational Institution
 - b) An institution that holds a Student Sponsor Licence, or
 - c) US Institution of Higher Education which is delivering only part of its programme in the UK and holds its own national accreditation and awards degrees equivalent to those in the UK (e.g study abroad programmes).

You will do this by meeting requirement b) above. We will email you a PDF letter from Kingston University which confirms that it holds a Student Sponsor Licence, provides details about you and confirms the start and end date of the course. (This does not mean that you need to apply for a Student Route visa, so please do not be confused by this!! **DO NOT APPLY FOR A STUDENT ROUTE VISA. You just need to apply for an ETA. It costs £16 to apply for an ETA. It must be done online before you travel to the UK.**

2. that you have the necessary funds to pay for your course fees and support yourself for the entire period you intend to stay in the UK. This can be in the form of scholarship, grant or other financial aid award letters, as well as bank statements in your name which are dated no more than one calendar month before you arrive in the UK. You should ensure that your fees are paid in advance of travelling to the UK. Tuition, housing and local transportation costs are included in the Summer School programme fee. We recommend that you should have proof of the equivalent of at least £1000 of funds for your month in Kingston.
3. your intention to leave the UK once your course of study is complete. You can fulfil this requirement by showing return tickets or an itinerary with your name and information on them.
4. a valid passport that will not expire while you are in the UK

Steps to entering the UK as a Student Visitor for Visa Nationals

Visa nationals must obtain entry clearance to the UK in advance. The 'Standard Visitor Visa' is meant for students doing a short course (less than 6 months) from outside of the EEA (European Economic Area).

To do this go to [this website](#) and apply online. It costs £127 for a 6 month visa.

When you apply for entry clearance you will need to provide:

- a current passport or other valid travel identification

- one passport-sized colour photograph
- evidence that you can support yourself financially during your trip, e.g. bank statements or pay slips for the last 6 months . We recommend that you should have proof of a minimum of £1000 of funds for your month in Kingston.
- details of where you intend to stay (we will confirm that you will be in University housing in a letter we send you)
- (your tuberculosis (TB) test results if you are planning on staying for more than 6 months and if you're from a country where you are required to take the test.)
- further documents / information about your course (we will provide you with a letter confirming the course). You may need to provide additional documents depending on your circumstances, e.g. evidence of your:
 - previous study, e.g. academic certificates, references or transcripts
 - English language qualifications, e.g. certificates or awards
 - accommodation and travel plans
 - permission to be in the country you're applying from (if you're not a national)
 - financial sponsor's occupation, income, savings or funds that will support your studies

You need to provide scanned copies of the original documents.

You also need to provide a certified translation of any documents that aren't in English.

You will require a page in your passport that's blank on both sides for your visa.

Note: DO NOT pay for travel until you get your visa.

Do I need a visa to travel around Europe?

American students currently do not need a visa to travel around Europe. Other nationalities should check the website for the embassy of the particular country they want to visit. The embassy's website will tell you whether people of your nationality need to apply for visas before travelling to that country. From late 2026 a new travel authorisation system called ETIAS will be introduced and US citizens would then need to apply for an ETIAS before traveling to Europe.

If the website says that you need a 'Schengen visa' we suggest you look at these [frequently asked questions about Schengen visas](#).

If you have problems with immigration issues

If you have a problem in your own country when applying for permission to come to the UK, you can contact our Student Immigration Advisory Service by emailing immigrationadvice@kingston.ac.uk

ARRIVING IN THE UK

On arrival in the UK you will either have to go through both **Passport Control, or an eGate** and a **Customs** check.

You pass through passport control first. After having passed through passport control, you will be able to collect your luggage and proceed to Customs.

When you have passed through Customs you will enter the Arrivals Hall – this is where you will be met if using our airport pick-up service.

Immigration

You will need to have the following documents available when you enter the UK:

- Your passport
- Your immigration letter
- Your ETA or student visitor visa for entry clearance
- Evidence that you can support yourself financially while in the UK
- Evidence that you intend to leave the UK at the end of your visit (return ticket)
- Medical certificate (if required)

If you receive a date stamp of entry in your passport on arrival in the UK, you must calculate 6 months from that date. If you enter via an eGate, you will not receive a stamp and you must retain your boarding pass to calculate 6 months from the date of entry to the UK.

Lost luggage

At most airports baggage is unloaded on to one of a number of carousels in the baggage collection area. Look for your flight number and the place where you departed from above one of the carousels and wait for each item of your baggage to appear. If any item does not come through, find a representative of the airline you travelled with and fill in a lost baggage form. If you are asked for a delivery address, please give the following:

<Your Name>
Kingston University Summer School
Middle Mill Hall of Residence
Portland Road
Kingston Upon Thames
Surrey
KT1 2SJ
UK

Customs

At Customs there are 3 channels:

- Green: for persons with "Nothing to Declare"
- Red: for persons with "Goods to Declare"
- Blue: for persons travelling from an EEA country where all their luggage has already been cleared by customs

Even if you come through the Green Channel the Customs personnel have the right to ask you to open your luggage. Personal belongings are permitted as long as they are for your own use and will be taken home at the end of your stay in the UK. **NEVER agree to carry anyone else's luggage through Customs or to bring packages from home that you have not personally wrapped.**

Use this [website](#) for additional information on:

- information on what you can bring into the UK
- information on what you cannot bring into the UK

For information on how to get a VAT refund on purchases that you make while in the UK please refer to this website: [Vat Refunds](#)

If you are travelling to the UK from a country outside the European Union and are carrying €10,000 or more in cash, bankers draft or cheque of any kind (about £6,750 in pounds sterling or the equivalent in other currencies) you will be required to declare this at customs. Forms on which to make the declaration will be available when you arrive and you will be given a copy of the completed form, which you should keep safely as evidence that you have made a declaration. A penalty of up to £5,000 can be imposed if you do not make this declaration or provide incorrect or incomplete information. Click [here](#) for more information.

Do I need to register with the Police?

The stamp put into your passport by the immigration authorities will tell you if you need to register with the UK Police. If required, you must book an appointment online at this link:

[How to register as an overseas visitor | Metropolitan Police](#)

Who usually needs to register?

Check if you need to register with the police. Students with a SVV will not need to register with the police.

You'll usually need to register if all of the following apply:

- you're 16 or older
- **your visa (or permission to stay in the UK) is for longer than 6 months**
- your nationality means you must register
- you're not exempt

GETTING TO KINGSTON

Kingston University airport pick-up service

We are providing an airport pick up service on **Wednesday 2nd of July 2025** from London **Heathrow** and London **Gatwick** airports.

We will send an email inviting you to sign up for this service. To use this service you must register **before the given deadline.**

We need to know which terminal you will arrive at and your flight number. It is really important we have this information so we can track your flight should it be running late. There are 5 terminals at Heathrow and 2 at Gatwick. Please do not guess this information: if you are uncertain which number on your ticket is the flight number, or if your ticket does not show the terminal, please contact your travel agent, or check via the departure airport's website.

If you intend to make your own way to Kingston – either because you are arriving in the UK on a different date or at a different arrival point – please email us to let us know your plans.

How will you be met?

If you sign up for the service, an affiliated taxi driver will be waiting for you as you enter the Arrivals Hall (after Customs). They will be clearly identifiable (Taxi drivers will be carrying signs on a board).

If you do not immediately see a representative taxi driver, please do not panic. Log into the Wi-Fi and email us, (email Cath at c.kuppan@kingston.ac.uk) or you can go to the airport information desk in the arrivals hall and ask for a public announcement to be made for any Kingston University taxi representatives.

PLEASE NOTIFY US OF ANY CHANGE IN YOUR TRAVEL ARRANGEMENTS.

Making your own way to Kingston

If you are not using the Meet & Greet service, you can reach Kingston by public transport. **Please confirm your arrival details by replying to our email about the airport pick-up service.**

By public transport from Heathrow

We recommend travelling by bus from Heathrow:

- The number 285 or 111 Red Bus offers a service to Kingston every 10 minutes. This bus makes numerous stops (ask the bus driver to tell you when you get to Kingston).
- Alternatively you could get the SL7 to West Croydon from Heathrow but These travel directly to Kingston- Get off at wood street Kingston.
- It will take approximately one hour to get to Kingston.

For further information:

- [Heathrow Airport](#)
- [Buses](#)
- [Underground/Tube](#)
- Trains – click [here](#) or [here](#)

Once you arrive at Kingston Bus Station or Kingston or Surbiton Rail Station take a taxi to:

Middle Mill Hall of Residence
Portland Road
Kingston Upon Thames
Surrey
KT1 2SJ
UK

By public transport from Gatwick

We recommend travelling by train from Gatwick:

- Take a train to Clapham Junction. (Do not use the Gatwick Express as this does not stop at Clapham Junction.)
- At Clapham Junction change to a Southwest train going to Kingston or Surbiton Station (it is easier to get a taxi from Surbiton station than Kingston station).

For further information about:

- [Gatwick Airport](#)
- Trains click [here](#) or [here](#)

Once you arrive at Kingston Station take a taxi to Middle Mill Halls of Residence*.

By taxi

Your destination will be
Middle Mill Halls, Portland Road
Kingston Upon Thames
Surrey
KT1 2SJ
UK

Here are the names and numbers of local taxi companies:

Zed Cars

Telephone Number +44 20 8390 0888 (international), 020 8390 0888 (UK)

Crown Cars

Telephone Number +44 20 8546 4444 (international), 020 8546 4444 (UK)

Departure from Kingston

The last day of classes will be Friday 1st August 2025.

The official departure day is Saturday 2nd August 2025. We will arrange for group transportation to both Heathrow and Gatwick Airports on **Saturday 2nd August 2025**. We will be collecting departure details from you in the first week of the Summer School. If you undertake our 2 week programme the departure date will be 19th July 2025.