

## Student Request for Review: Template

Before completing this form, please ensure that you have read the **Sponsorship of International Students for Visa Purposes Policy & Guidance**.

Your appeal should be submitted within **10 calendar days** of the email notification that you received informing you of the decision taken.

All current requests must be emailed to Paul Rees, Head of Visa Compliance ([P.Rees@greenwich.ac.uk](mailto:P.Rees@greenwich.ac.uk)) and/or [studentvisa@greenwich.ac.uk](mailto:studentvisa@greenwich.ac.uk). New Applicant requests must be emailed to Ben Singer, Deputy Head of International: Operations ([Ben.Singer@greenwich.ac.uk](mailto:Ben.Singer@greenwich.ac.uk)), and /or [casrequests@greenwich.ac.uk](mailto:casrequests@greenwich.ac.uk)

### 1. Personal Information:

|   |  |
|---|--|
| First name  |  |
| Surname   |  |
| Banner ID   |  |
| Programme of Study  |  |
| Year/Stage of Study   |  |
| University Email Address  |  |
| Personal Email Address  |  |
| Contact Telephone Number  |  |
| <i>Note: if any of the above differs to that which is shown on Banner, you must also update your details on the portal.</i> |  |

### 2. Reason for Review:

You have the right to request a review on the following grounds. *\*Please tick one of the below and enter the date you are submitting your request to us:*

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | CAS for visa extension not granted          |
| <input type="checkbox"/> | Withdrawal of Student Visa Sponsorship      |
| <input type="checkbox"/> | Endorsement for Start-Up Visa was withdrawn |

|                                |  |
|--------------------------------|--|
| Date review request submitted: |  |
|--------------------------------|--|

### **3. Further details:**

Please give an explanation below as to why you have requested the review and any information which may be useful to your case.

*Note: Please include any information that you wish to be considered as part of your review. It is important that only relevant information is included and to keep the information factual and concise.*

### **4. Any associated evidence:**

Please outline here and attach in your email any documents/evidence in support of your review.

*Note: attached evidence should be relevant to your review only, and you do not need to provide original ID documents or previous BRPs unless necessary for your case.*

a)

b)

c)

