

Fee Status Questionnaire

We will use the information you provide in this form to determine the level of tuition fees that you will be charged for your course. Please complete the form as fully as possible to enable us to ensure that your classification is appropriate to your circumstances. Before completing this questionnaire, we recommend that you visit the UK Council for International Student Affairs (UKCISA) website to view their guidance on 'home' fee eligibility for applicants to Higher Education in England. The website address is www.ukcisa.org.uk. If we do not receive a response to this request within 21 days your application will be automatically classified at the 'overseas' rate. If you have any queries regarding this questionnaire please contact us at feesclassification@southampton.ac.uk.

All applicants must complete sections 1, 4 & 9 and provide scans/images of supporting documents where requested.

1. Your personal details

Family Name		First name/s	
E-Mail		Date of birth	
UCAS personal ID		University of Southampton ID number	
Course applied for		Start date	
Your nationality or nationalities		Please include an image of the photo page of your current passport.	

2. UK immigration status (if applicable), please complete (a) or (b)

(a)

If you are a national of an **EU / EEA country** (excluding Ireland), or **Switzerland**, and you have been residing in the UK, please tick which of the following statements best describes your immigration status in the UK.

<input type="checkbox"/> I have Settled Status under the EU Settlement Scheme	Provide share code/image of immigration document (both sides)
<input type="checkbox"/> I have Pre-Settled Status under the EU Settlement Scheme	Provide share code/image of immigration document (both sides)
<input type="checkbox"/> I have applied to the EU Settlement Scheme and am awaiting the outcome of my application	
<input type="checkbox"/> I have not applied to the EU Settlement Scheme	
<input type="checkbox"/> Other (Please specify):	Provide image of immigration document (both sides)

(b)

If you are a national of a country **outside** the EU / EEA / Switzerland and you have a current UK immigration status, please list your status below.

Immigration status	Provide image of immigration document (both sides)
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3. Relevant family members

It is necessary for us to request information about your relevant family members in order to ensure that you receive the appropriate classification. Please complete the following table.

Family member	Nationality / Nationalities	Country in which they currently reside
Parent 1		
Parent 2		
Spouse / Civil Partner		
Step-parent/s		
Grandparent/s		

If you have a family member who is a refugee recognised by the UK Government, or has been granted Humanitarian Protection by the UK Government please specify which family member/s below and indicate the country in which they currently reside.

Family member	Nationality / Nationalities	Country in which they currently reside

4. Your residential history

To enable us to determine your fee status it is necessary for you to provide information about your residential history.

All applicants must complete this section. The residential history you provide should be a chronological list of all the countries in which you have lived from birth to the present day. Please continue in an additional document if needed.

Please provide details of your residential history from birth to the present day.			
Date from	Date to	Town/City, Country	Purpose of your residency in that location, e.g. living with parents, living with other family members (please specify which family members), employment, full-time study, holiday
Date of birth			

If you have been living outside the UK/EEA/Switzerland/Overseas Territories list all your returns to these areas over the last ten years. Please note, failure to declare any such relevant periods may affect your classification. Please continue in an additional document if needed.

Date from	Date to	Town/City, Country	Type of accommodation (e.g. own/parents' property, family members' property (specify family member), hotel/other paid accommodation)	Main reason for this return

If you or your parents / spouse / civil partner have retained a property in the UK/EEA/Switzerland/Overseas Territories while you have been residing outside that area, please provide the following details about the property. If there are multiple properties, please provide the details of additional properties in a separate document.

Address of the property	Name of owner	Relationship to you	Dates of ownership
Please tick all of the statements that apply to the property		Evidence required	
<input type="checkbox"/> I reside at the property when in the country <input type="checkbox"/> I have never resided at this property <input type="checkbox"/> My parents are currently living in the property <input type="checkbox"/> My grandparents are currently living in the property <input type="checkbox"/> The property is currently occupied by other family members <input type="checkbox"/> The property is currently occupied by tenants <input type="checkbox"/> Other (please specify below) <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>		<p>Please provide one piece of evidence for each of the last three years which demonstrates your link to the property, e.g. utility bills, council tax bill, mortgage statement, property charges, tenancy agreement or similar.</p> <p>Documents should be in your name, or that of your parents or legal guardian (if you are under the age of 21).</p> <p>If you are submitting evidence which is not in English, you must include official translations of the documents.</p>	

5. Absence due to temporary employment

Please indicate if any absence(s) from the UK/EEA/Switzerland/Overseas Territories in the three-year period preceding the start of your intended course was/were due to the temporary employment of either yourself or a family member.

Who is/was employed	Country in which they are/were employed	Duration of employment	Type of contract e.g. fixed / open ended (Please include evidence of this)

6. EEA/Swiss worker (Do not complete this section if you are applying for entry to the 2021/22 academic year)

If you are a (non-UK) EEA national or a Swiss national, and you are resident in the UK as a worker, or you are the family member of such a worker please complete the table below and provide evidence of the employment as directed. If the worker is a family member, please also complete section '7. Family members' and include evidence of your link to the worker as directed.

Name of worker	Nationality of worker	Relationship to you	Dates of employment in UK
Employer/company name	Address of employer/company		Address of workplace (if different)

Please include recent evidence which demonstrates that this person is currently a worker in the UK, e.g. a recent payslip.

7. Family members

If you consider that you may be eligible for 'home' fees based on your relationship to a family member, please provide brief details below, including their name and your relationship to them. You should include evidence of your link to that person (e.g. Birth certificate, marriage certificate etc) along with evidence of their nationality and immigration status.

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8. Additional information

Use this section to give any further information you feel may be relevant to our assessment of your fee status.

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9. Declaration

I confirm that the information provided in this questionnaire is correct to the best of my knowledge.

Signature	
	For questionnaires completed electronically please type your name above and tick the box below: <input type="checkbox"/> By ticking this box, I confirm that the information provided in this questionnaire is correct to the best of my knowledge.
Date	

How to return your completed questionnaire

Please return your completed questionnaire by e-mail to feesclassification@southampton.ac.uk

Please ensure that you attach scans/images of relevant supporting documents as directed in each section of this questionnaire. If you are providing scans/images of a residence permit, please include both sides of the card. Failure to include scans/images of the necessary supporting documents will delay us in determining your classification.