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You should read this information guide to help you decide which documents will be useful in supporting the statements that you have made on your visa application form.

您应阅读此信息说明，以帮助您决定何种文件将有助于支持您在签证申请表(VAF)上进行的陈述。

Please note that ALL the specified documents must be original and in English or Welsh otherwise you must include a certified English translation that can be independently verified by the UK Border Agency.

请注意所有提交的文件都必须为英语或威尔士语原件，否则您必须同时提供可供英国边境管理局（UK Border Agency）独立核查的英文翻译件。

## Guide to supporting documents 文件说明

Points Based System Tier 4 (Child)  
计点积分制第四层级 Tier 4 (儿童)

You should also read the Policy Guidance: [www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/#](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/#)

您可以同时参考以下政策指南: [www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/#](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/#)

## Information about you 个人信息

Completed visa application form: 填写完整的签证申请表  In some locations you can only apply by making an online application. You should check on our <a href="#">supported countries page</a> to see if you should make an online application 在一些地区，您可以进行在线申请。您应查看所适用国家页面，确认您是否应进行在线申请。	<p>➤ If your country does not support online applications you must complete and submit a VAF9 如果您的国家不适用在线申请，您必须填写并递交表格VAF9</p> <p>➤ If you make an <a href="#">online application</a> you must also print it off and submit with your supporting documents 如果您进行在线申请，您也必须将申请表格打印出来，并同您其它的文件一起递交。</p>
<a href="#">Completed Appendix 9:</a> 完成附表9	You must complete self assessment form <a href="#">Appendix 9</a> and submit a printed copy with the application form.  您必须完成自我评估表格附表9 <a href="#">Appendix 9</a> ，并打印出来与您的签证申请表格一起递交。
A current and valid travel document or passport 一份当前有效的旅行证件或护照	You will not be issued a visa if you do not have one of these 如果您不提供此类文件，您将不会被签发签证
One passport sized colour photograph 一张彩色护照照片	This must comply with the requirements in our <a href="#">photo guidance</a> 此文件必须满足我们照片说明中的要求
Evidence of your permission to be in the country where you are applying, if you are not a national of that country 如果您不是您递交申请所在国的公民，	This must show your current immigration status. It could be a residence permit, 'green card' or valid visa.  此文件必须显示您目前的居留身份，文件可以为居住许可、“绿卡”或有效签证。

您需要提供您进入此国家的许可文件	
<p>Previous passports 旧护照</p> <p>Translations: The original translation must contain confirmation of the following from the translator:</p> <p>文件翻译: 翻译的原件必须包括译者的如下确认:</p>	<p>These are to show your previous travel history. 此文件意在显示您以前的旅行记录</p> <ul style="list-style-type: none"> <li>➤ That it is an accurate translation of the original document 所提供文件是原始文件的准确翻译</li> <li>➤ The date of the translation 翻译日期</li> <li>➤ The translators full name and signature 译者的全名及签名</li> <li>➤ The translators contact details 译者的联系方式</li> </ul>

### Sponsor 担保方

<p>Confirmation of Acceptance for Studies. 学习录取确认 (CAS)</p>	<p>Before you can apply for permission to enter or remain in the UK under Tier 4 (Child), your education provider must assign a confirmation of acceptance for studies (CAS) to you. This confirms that you have been given an unconditional offer of a place on a course of study with a licensed Tier 4 sponsor.</p> <p>在您申请Tier 4 (儿童) 学生签证以前, 您的英方接收院校必须给您出具一份学习录取确认 (CAS)。这份确认是指您已经获得了具有开设Tier 4课程资格的担保方给您的无条件录取通知。</p> <p>Write your CAS reference number on your application form - your Tier 4 sponsor will give you the reference number.</p> <p>您的Tier 4担保方会给您提供一个CAS号码, 请将这个号码填写在您的签证申请表上。</p>
<p>Documents used to obtain your CAS. 用于获得CAS的材料</p>	<p>If you are under 16 years old, you do not need to send these documents.</p> <p>如果您未满16岁, 您无需提交此类文件。</p> <p>If you are 16 or 17 years old send us the documents used to obtain the CAS.</p> <p>如果您是16-17岁, 您则需要提交您获得CAS时提供给学校的文件。</p> <p>Students of designated low-risk nationalities attending courses with highly trusted sponsor status do not routinely have to present documents at the visa application stage in respect of their educational qualifications, although UKBA reserves the right to ask to see the evidence.</p> <p>对于来自低风险地区的学生就读信誉最高英国教育机构时, 学生在签证申请阶段则无需提交学历证明。但是UKBA(英国边境管理局)保留向其索要这些材料的权利。</p> <p>The current list of low risk nationalities is: Argentina; Australia; British National Overseas; Brunei; Canada; Chile; Croatia; Hong Kong; Japan; New Zealand; Singapore; South Korea; Taiwan; Trinidad and Tobago; and the USA.</p> <p>目前认定为低风险的地区为: 阿根廷、澳大利亚、英国国民(海外)、文莱、加拿大、智利、克罗地亚、香港、日本、新西兰、新加坡、韩国、台湾、特立尼达和多巴哥、以及美国。</p>

<p>Assessment by other means. 其它评估方式</p>	<p>If you have been assessed by other means (such as references, a portfolio of artwork, interview, or the Tier 4 sponsor's own test or entrance exam), you do not need to include these documents with your application. However, your Tier 4 sponsor must include details of how they assessed you on the CAS.</p> <p>如果您的担保方通过其它方式对您进行了评估（例如：推荐信，作品集，面试或英国担保方本校的内部测试），以上这些材料您则无需提供。但是，您的英国担保方必须在 CAS 里详细列明评估的细节。</p> <p>If you have been offered a place because of progress you have made on an existing course, your Tier 4 sponsor must include this information on the CAS. You will not need to send any documents if this is how you have been assessed.</p> <p>如果您是继续就读的学生，而英国担保方根据您目前的学习进度而发一次录取，您的英国担保方必须将此信息填写在您的CAS中。您无需再次提交任何当初入学时被评估的文件材料。</p>
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### Evidence of your money 您的资金证明

<p>Evidence of money already paid to your education provider. 已经付给英国院校费用的证明</p>	<p>You will be asked to declare at the application stage that you hold and will continue to hold the required maintenance funds to support yourself and pay for your course. You must show that you have enough money to pay your course fees for the first year of your course (or for the entire course, if it lasts less than a year).</p> <p>在申请签证阶段，您会被要求提供材料以证明您当前持有，并且会继续持有您在英国学习所需的费用。您必须证明您有足够的资金用于支付您第一学年的学费（如课程不足一年，则为全部课程学费）。</p> <p>When it assigns your CAS, your Tier 4 sponsor can include details of any money that you have already paid. If you have paid any money to cover your course and accommodation fees to your Tier 4 sponsor, but your CAS does not indicate that this has been paid, you must include evidence of payment in your application.</p> <p>英国 Tier 4 担保方可在您的 CAS 中列明您已支付给学校的费用。如果您已经支付了任何学费以及住宿费，但在您的 CAS 中并未标明，您则必须在签证申请材料中提交您已支付费用的证明材料。</p>
<p>Living costs. 生活费</p>	<p>You must provide evidence of your ability to meet living costs. The amount will vary dependent upon whether you are a boarder, staying with a UK resident carer, coming to the UK with a parent or legal guardian (under-12s only) or you are 16 or 17 and living independently. This is set out in detail in:</p> <p><a href="http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/can-you-apply/money/how-much/#">http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/can-you-apply/money/how-much/#</a></p> <p>您必须提供您有能力负担生活费用的材料。费用的总额取决于您是住校的学生，居住在寄宿家庭，由父母或法定监护人在英国陪同（仅适用于 12 岁以下），或 16-17 岁独立生活的学生。具体分类可参考：</p> <p><a href="http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/can-you-apply/money/how-much/#">http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/can-you-apply/money/how-much/#</a></p>
<p>Evidence of an official financial</p>	<p>If your Tier 4 sponsor is giving you any official financial sponsorship, it can</p>

<p>sponsor or government sponsor. 官方或政府资金资助证明</p>	<p>include details of this on your confirmation of acceptance for studies (CAS).</p> <p>如果您的 Tier 4 担保方给您提供任何官方资金资助，这些信息在您的 CAS 中将会被列明。</p> <p>In any other circumstances you must provide an official headed <b>letter of confirmation</b> bearing the organisation's official stamp. It must show:</p> <p>除此之外，您还必须提供资金资助方出具的正规抬头纸<b>确认函</b>并加盖公章。信函中应注明：</p> <ul style="list-style-type: none"> <li>➤ Your name ;  您的姓名</li> <li>➤ The official financial sponsor's name and contact details;  官方资金资助方的名称及联系方式；</li> <li>➤ The date of the letter;  信函日期</li> <li>➤ The length of the sponsorship; and  资金资助时限；以及</li> <li>➤ The amount of money that the official financial sponsor is giving to you; or  资金资助方给您提供的资金数额；或</li> <li>➤ A statement that it will cover all of your course fees and living costs.  陈述资金将用于负担您的全部学费和生活费。</li> </ul>
<p>Evidence of money that is available to you – general principles. 可用资金证明 - 通则</p>	<p>Students of designated low-risk nationalities attending courses with highly trusted sponsor status do not routinely have to present documents at the visa application stage in respect of their maintenance funds, although UKBA reserves the right to ask to see the evidence.</p> <p>对于来自低风险地区的学生就读信誉最高英国教育机构时，学生在签证申请阶段则无需提交资金证明。但是UKBA(英国边境管理局)保留向其索要这些材料的权利。</p> <p>The current list of low risk nationalities is: Argentina; Australia; British National Overseas; Brunei; Canada; Chile; Croatia; Hong Kong; Japan; New Zealand; Singapore; South Korea; Taiwan; Trinidad and Tobago; and the USA.</p> <p>目前认定为低风险的地区为：阿根廷、澳大利亚、英国国民（海外）、文莱、加拿大、智利、克罗地亚、香港、日本、新西兰、新加坡、韩国、台湾、特立尼达和多巴哥、以及美国。</p> <p>If you are a student of a nationality not included in this list, you must show that you have held the required money for a consecutive 28-day period (finishing on the date of the closing balance) ending no more than one month before your application.</p>

	<p>如果不是来自以上地区，您必须提供证明显示规定的金额已有连续 <b>28</b> 天的存期，且最后一笔记录不早于申请日期前一个月（最末一笔记录日期为准）。</p> <p>If you are providing your evidence of money from a single account, we will assess the funds available to you from the closing balance given on the document you provide as evidence.</p> <p>如果您提供的资金是来自于个人账户，我们会根据您提供的文件上的最终账户余额来评估。</p> <p>If you provide two or more pieces of evidence from a single account (for example, two consecutive bank statements), we will assess the money available to you from the closing balance of the most recent document. We will always use the closing balance date from the account that most favours you.</p> <p>如果您提供两份或两份以上个人账户的资金证明（例如：两份银行对账单），我们会以余额日期最近的一份材料为准。我们一般都会选择余额日期对您最有利的材料。</p> <p><b>Note:</b> Property, shares, bonds pension funds, life insurance or similar savings accounts are not acceptable. This applies to your own and your parents accounts</p> <p>请注意房产，股票，养老基金债券，人寿保险或类似的储蓄账户无论是在您本人或父母的名下都不被接受。</p>
<p>The following documents, with the exception of the loan letter, must cover a consecutive 28-day period ending no more than a month before the date of your application.</p> <p>如下材料除了贷款证明以外，都必须有连续<b>28</b>天的存期，并且最末余额日期不早于申请日期前一个月。</p>	<p>Personal bank or building society statements; Letter from a bank or building society confirming funds; Letter from a financial institution confirming funds or a loan (the financial institution must be regulated by the Financial Services Authority or, in the case of overseas accounts, the home regulator).</p> <p>个人银行或房屋互助协会对账单；银行或房屋互助协会资金证明信；金融机构出具的资金或贷款确认信函（金融机构由英国金融服务管理局监管或者如果是海外账户则由当地监管机构监管）。</p> <p>The UK Border Agency (UKBA) has established a list of financial institutions which do not verify financial statements to their satisfaction and from whom they will no longer accept documents. This list is published on the <a href="#">UKBA website</a>.</p> <p>英国边境管理局已经公布了一份金融机构名单，由名单中列明的金融机构所出具的资金证明将不再被接受。该份名单已公示在英国边境管理局的网站上。</p> <p>Loan letters must be dated no more than <b>six months</b> before the date of your application, and must show: your name; the date of the letter; the financial institution's name and logo; and the money (or funds) available as a loan.</p> <p>贷款信件日期不得早于签证申请日期前<b>6</b>个月，同时须列明：您的姓名；信件日期；金融机构的名称及标志；以及贷款有效金额。</p> <p>Loan funds must be available to you <b>before you travel</b> to the UK, unless the loan: is an academic/student loan from your country's national government; and will be released to you by your national government or your Tier 4 education provider when you arrive in the UK.</p> <p>贷款资金必须在您<b>去英国之前</b>就生效，除非该贷款为：本国政府学术/学生贷款，</p>

	<p>须由政府或英国 <b>Tier 4</b> 教育机构在您抵达英国后方可授权生效。</p> <p>Loans held in the name(s) of your parents(s) or legal guardian <b>cannot</b> be used as evidence of money held by you.</p> <p>您父母（一方或双方）或法定监护人名下的贷款金额<b>不能</b>作为您的可用资金证明。</p>
<p>Money held by your parent(s) or legal guardian(s).</p> <p>父母（一方或双方）或法定监护人名下的资金</p>	<p>As a child student, you can include money held in an account owned by your parents. No additional evidence of this relationship is required.</p> <p>作为儿童学生，您可以使用您父母名下的资金。您无需提交其它与父母关系的证明文件。</p>

Further guidance on money requirements can be found at: [www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/evidence/money/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/evidence/money/)

更多资金要求指南，请参考： [www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/evidence/money/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/evidence/money/)

## Evidence about your care arrangements

### 有关您照看安排的材料

<p>Documents that you must provide to show that your proposed care arrangement is acceptable.</p> <p>您必须证明您选择的照看方式是被允许的</p>	<p>As a child student, you must have parental consent to travel to the UK. You must provide a <b>letter from your parent(s) or legal guardian</b>, confirming:</p> <p>作为儿童学生，您必须在有父母允许的情况下才能前往英国。您必须提供一封<b>父母（一方或双方）或法定监护人的同意信</b>，信中确认：</p> <ul style="list-style-type: none"> <li>➤ Your relationship with your parent(s) or legal guardian (accompanied by your birth certificate, adoption certificate or Court issued guardianship document);</li> <p>您与父母（一方或双方）或法定监护人的关系（请附上出生证，领养证或法院签发的监护文件）；</p> <li>➤ Your parent(s) or legal guardian's consent to your application;</li> <p>您的父母（一方或双方）或法定监护人同意您的申请；</p> <li>➤ Your parent(s) or legal guardian's agreement to your living arrangements in the UK; and</li> <p>您的父母（一方或双方）或法定监护人对您在英国生活安排的肯定；以及</p> <li>➤ Your parent(s) or legal guardian's agreement to the arrangements made for your travel to and reception in the UK.</li> <p>您的父母（一方或双方）或法定监护人同意您出行和到英国后被接送的安排。</p> <p>If the letter is signed by only one parent or legal guardian, it must confirm that they have legal custody or sole responsibility for you. If they do not have sole custody, the letter must confirm that each parent or legal guardian agrees to the contents of the letter, and must be signed by each parent or legal guardian.</p> </ul>
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	<p>如果信上的签名只有您的父母单独一方或一位法定监护人，他们必须证明他们拥有您唯一的法定监护权。否则，您的父母或法定监护人双方都必须分别签字并确认他们同意您的出行安排。</p>
<p>Additional evidence for a 16- or 17-year-old child student living independently. 16或17岁儿童独立生活的补充材料</p>	<p>If you are 16 or 17 years old, you have the legal right to live independently in the UK, and may make your own arrangements for accommodation. If you are living independently, you must provide a <b>letter from your parent(s) or legal guardian</b>, confirming that:</p> <p>如果您是 16 或 17 岁，您有权利选择独立在英国生活，并且可以自主安排住宿。如果您是独立生活，您必须提供您父母（一方或双方）或法定监护人的同意信，信中确认：</p> <ul style="list-style-type: none"> <li>➤ They have given their consent for you to live independently in the UK; and 他们允许您在英国独立生活；以及</li> <li>➤ That they have given their consent for your independent travel to the UK. 他们允许您独立前往至英国。</li> </ul> <p>This information can also be included in the parental consent letter.</p> <p>以上信息也可涵盖在父母同意信中。</p>
<p>Staying with a UK resident who is not your parent or guardian - showing that there are suitable arrangements in place for your care. 在英国寄宿家庭居住（非父母或监护人） - 证明对方有供您居住的合理安排</p>	<p>This applies if you are living with a resident British citizen or other UK resident who is a close relative, or if you are in a private foster care arrangement (Children under 16 years old, or under 18 years old if disabled, if they are cared for on a full-time basis for more than 28 days by adults who are not their parents or close relatives). You must show us all of the following evidence:</p> <p>此项适用于您将寄宿在一个英籍公民或其他英国居民（近亲）家中，或您被安排了私人寄养家庭（16 岁以下儿童，或 18 岁以下残障者被非父母或亲属全天看护超过 28 天以上）。您必须提交以下文件：</p> <ul style="list-style-type: none"> <li>➤ A written (undertaking) letter from the intended carer, confirming the care arrangement; 由看护人出具的确认相关照看安排的书面（确认）信函；</li> <li>➤ A letter from your parent(s) or legal guardian confirming the care arrangement; 父母（一方或双方）或法定监护人出具的确认相关照看安排的书信；</li> <li>➤ Evidence that the intended carer is allowed to be in the UK; and 看护人在英国合法身份的证明；以及</li> <li>➤ If in private foster care arrangement you must receive permission from the private foster carer's UK local authority. 私人寄养家庭已得到英国地方监管机构的许可证明。</li> </ul> <p>This is explained in the Children (Private Arrangements for Fostering)</p>

	<p>Regulations 2005: <a href="http://www.legislation.gov.uk/ukxi/2005/1533/contents/made">http://www.legislation.gov.uk/ukxi/2005/1533/contents/made</a></p> <p>更多的解释可在儿童法规 2005（私人寄养安排）中找到：  <a href="http://www.legislation.gov.uk/ukxi/2005/1533/contents/made">http://www.legislation.gov.uk/ukxi/2005/1533/contents/made</a></p>
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## Bringing your family to the UK 携带家人

<p>Eligibility. 资格</p>	<p>If you are under 12, a parent can accompany you to the UK. They must apply to us as a <a href="#">special visitor</a>.</p> <p>如果你未满 12 岁，您的父母（一方）可以陪同您前往英国。他们可申请的签证类别为特殊访问者。</p> <p>If you have a husband, wife, civil partner or other partner, you <b>cannot</b> bring them to the UK with you as your dependant. If they or any other family members want to come with you to the UK, they must make their own application, which may be in a different immigration category.</p> <p>如果您有丈夫，妻子，同性或其他配偶，他们<b>不能</b>作为您的陪读前往英国。如果他们或其他家庭成员希望能陪同您前往，他们必须单独提交签证申请。他们属于不同的签证类型。</p> <p>As a child student, you <b>cannot</b> bring any children who live with you or for whom you are financially responsible.</p> <p>作为儿童学生，您<b>不能</b>携带任何与您一起生活或由您经济资助的儿童。</p>
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Further guidance on family members can be found at: [www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/family/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/family/)

更多有关家庭成员的指南，请参考：[www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/family/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/child-students/family/)