UNIVERSITY OF CAMBRIDGE

# Fee Status Assessment Questionnaire

## For Postgraduate Admissions ONLY

Conditional offer holders who need to confirm their 'Home Fee' status disagree with their assigned 'Overseas' fee status should complete ar upload this questionnaire, along with any supporting documentation, to the Self-Service account.

UK legislation allows universities to charge higher (Overseas) tuition fees to students if they do not qualify for Home fees through meeting certain residence and immigration status requirements. Please note that your fee status is linked to (though not the same as) your eligibility for government-sponsored student financial support. Confirmation of a student loan or grant does not in itself provide sufficient evidence for us to determine your fee status, and not all students who are eligible for the lower Home fee will be eligible for student financial support. Please refer to the University web pages https://www.postgraduate.study.cam.ac.uk/finance/fees/what-my-fee-status for further information.

## Personal details

| | | |
|---|---|---|
| Title | | Notes to applicant:<br><br>Please enter these details as stated in your passport and provide a copy of the relevant page(s) of your passport.<br><br>If you have multiple nationalities, please list them all and provide appropriate copies of each passport or other evidence.<br><br>If you do not have a passport, please complete the details and supply a copy of your birth certificate or your national identity card. |
| First name(s) | | |
| Surname or family name | | |
| Application Number | | |
| Date of birth | | |
| Country of birth | | |
| Nationality (or Nationalities) | | |
| Complete on a separate page if necessary – I have provided an additional page (*please tick)* ☐ | | |
| **About Your Offer** | | |
| Course of Study | | |
| Proposed start date of course | | |

## Contact details

We will contact you if additional information or documentation is needed, please provide your contact details in the box below.

| | |
|---|---|
| Email | |

After we have received your completed questionnaire and evidence, we may ask you to submit specific further documentation. You must provide this within ten working days.

If no further documentation is requested, fee status assessment should take no more than ten working days, and any change to your fee status will be reflected in your Self-Service account within two working days of a decision being made. You will not be able to view your current application in the meantime. We will only contact you by email if we reject your request or require further documents.

**YOU MUST COMPLETE ALL PAGES OF THIS QUESTIONNAIRE TO ENABLE US TO ASSESS YOUR FEE STATUS**

Eligibility for Home fee status is determined on a number of factors, including your (or your parents') nationality and immigration status, current and previous country of residence and employment status. Independent guidance for students is available from the UK Council for International Student Affairs: https://www.ukcisa.org.uk/student-advice/fees/full-list-of-categories-for-he-in-england/

## Nationality and Immigration Status

<table>
<tr><td>Are you a British or Irish citizen (as stated in your passport)?</td><td colspan="3">YES □ NO □</td><td rowspan="2">Please list the supporting evidence that you will provide to confirm this on page 4 (usually passport or national identity card).</td></tr>
<tr><td>Are you an EU national?</td><td colspan="3">YES □ NO □</td></tr>
<tr><td>Do you hold a status under the EU Settlement Scheme?</td><td colspan="4">YES – Pre-settled □ YES – Settled □ NO □</td></tr>
<tr><td rowspan="6">Please state the nationality or nationalities of your parents, spouse, step-parents, or guardian and where they have been resident for the 3 years prior to the course start date. Please provide as much information as you can and list the supporting evidence that you will provide to confirm this on pages 4 and 5 (usually passport or national identity card, if applicable)</td><td>Family Member(s)</td><td>Nationality/ Nationalities</td><td colspan="2">Country of residence</td></tr>
<tr><td>Father</td><td></td><td colspan="2"></td></tr>
<tr><td>Mother</td><td></td><td colspan="2"></td></tr>
<tr><td>Spouse</td><td></td><td colspan="2"></td></tr>
<tr><td colspan="4">Other (Please specify below)</td></tr>
<tr><td></td><td></td><td colspan="2"></td></tr>
<tr><td>If you are not a British or Irish citizen, and do not hold any status under the EU Settlement Scheme, do you believe you hold the permanent right to remain in the UK?<br><br>If yes, please list the supporting evidence you will provide to confirm this on page 4 (usually a share code, an entry in your passport or a letter from the Home Office)</td><td colspan="4">YES □ NO □<br><br>If YES, please select relevant status:<br><br>□ Right of Abode e.g. as an Irish national<br>□ Indefinite Leave to Remain (ILR) /Enter (ILE)<br>□ Immediate family member(s) holds ILR/settled status<br>□ Right of Permanent Residence<br>□ Refugee/ family member of refugee<br>□ Other: ……</td></tr>
</table>

## Previous education in the UK and/or overseas

Please list **all secondary, further** and **higher education** (i.e. from age 11+) previously undertaken.

| Name of educational institution (Secondary school and university etc.) | Country in which institution is located | Dates of course (mm/yyyy-mm/yyyy) | In which country were you living out of term time (i.e. Easter, Summer holidays)? |
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Complete on a separate page if necessary – I have provided an additional page (*please tick)* □

## Current, previous and future residence

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| In what country were you living on 31 December 2020? | |
| In what country will you be living on 'the first day of the first academic year of the course'?<br>**Note - the first day of the academic year**<br>1 September for Michaelmas Term starters<br>1 January for Lent Term starters<br>1 April for Easter Term starters | |
| In total, how many years and months of your life have you lived in the UK (England, Scotland, Wales and Northern Ireland only) and Islands, and/or Ireland if you are Irish citizen? | |

**For the three years prior to the start of your academic year (1 Sept/1 Jan/1 April)**, please provide details of where you were/will be living and the dates that you were/will be there, in the table below. Please complete this even if you have always lived in the UK.

Your 'Country of residence' should be where you have normally, lawfully and habitually lived for the period stated. Please use the actual start date for the earliest relevant residence period. If you were living in a country primarily for the purposes of full-time education, please state where you would have been resident had you not been in education.

**It is very important that you provide details for the full three-year period, but short trips to other countries (e.g. holidays of less than a month and gap years) can be disregarded. We reserve the right to ask you further questions about such trips and residence prior to the three years if we feel it is necessary.**

Please complete the following rows in reverse date order for the full three-year period:

| Country of residence | Dates of residence (mm/yyyy-mm/yyyy) | Purposes of residence (see notes on the next page) |
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Complete on a separate page if necessary – I have provided an additional page (*please tick)* □

**Purposes of residence – required evidence** Please provide at least two types of supporting evidence if possible:

| Category | Other information | Supporting evidence* |
|---|---|---|
| • **Lawful resident** (living in this country as my main and regular home, not mainly for full-time study)<br>OR<br>• **Living with parents/guardians**<br>OR<br>• **Employment** | If living outside the UK / EEA / their overseas territories / Switzerland, please state the purpose of living abroad (e.g. dual nationality, extended holiday, visiting overseas family or friends, parent's employment) | - Full bank or card statements showing in-person spending, not only direct debits/online transactions, during August and December 2024, and August and December 2025.<br>- A copy of your parent's or spouse's entitlement to benefits and / or full employment contract(s) or an employer's letter confirming nature of the employment (i.e. fixed term, or permanent) and location during the 3-year period. Please include any secondment or contract extensions.<br>- Utility bill issued during the 3-year period, showing energy usage during the August and December of that year.<br>- Evidence of your relationship (official certificate, family residence card, or your parent's proof of child benefit for you.) |
| • **Living with other relatives** | Please state who they were and, if you were living away from your parents, why that was | - Utility bills issued during the 3-year period, showing energy usage during the August and December of that year.<br>- Council tax bills in your relative's name for the full 3-year period<br>- Evidence of your relationship. |
| • **Education** (for full-time study — not counted as long-term residence) | If educated abroad, the level of education, and the length of your course | A formal letter from the school, college or university / an academic transcript (if not already provided as part of your application). |
| • **Extended holiday** (exceeding one month)<br>OR<br>• **Year abroad** | Please state the duration and nature of holiday e.g. gap year. | If this took place completely or partly outside the UK / EEA / overseas territories / Switzerland, a brief itinerary supported by travel tickets / bills and / or employment evidence as outlined above. |

* Please note this list is not exhaustive. We reserve the right to ask for further supporting evidence, depending on individual circumstances. You may also provide alternative evidence in support of your statement.

**Supporting evidence**

At various points on this form, there have been requests for you to supply copies of supporting evidence. Please upload the evidence to the Self-Service and check the box(es) to confirm which evidence you have provided.

| Evidence Checklist | Examples of Evidence | Provided |
|---|---|---|
| Your Nationality (or Nationalities) *(Required)* | • Passport(s) or National Identity Card(s) | □ |
| Immigration status *(Required for non-British and non-Irish citizens)*<br>*Note: We cannot determine your fee status based solely on your immigration status.* | • Digital share code to allow us to verify your status. When applying for a share code on the UK Government website, please ensure you select the 'Something else' option to obtain a code that begins with an 'S'. | □ |
| Residency *(Required)*<br>*Note: If the main purpose of your residency in the UK is for full-time education, please provide proof of residency for the country you live in outside term-time.* | • Full bank or card statements showing in-person spending, not only direct debits/online transactions - for August and December of 2023, 2024, and 2025 (a minimum of 6 statements). | □ |
| | • Employment contract(s) (if applicable) or a parent/guardian's benefit entitlement letter showing your name as a dependant. | □ |
| | • If unable to provide statements and employment contracts, please supply council tax or utility bills (electricity, water, or gas). If the bills are in your spouse, parent or guardian's name, please also upload evidence of your relationship (birth or wedding certificate, | □ |

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| | family residence card, or parent's proof of child benefit for you. Tenancy agreements are an acceptable alternative to utility bills. | |

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| Nationality of your family members and your relationship to family member (if applicable) | • Passport or National Identity Card of the family member<br>OR<br>• Full birth or wedding certificate showing the family member's name; or a parent/guardian's benefit letter, provided your name is clearly shown as a dependant | □ |
| | • Flight or travel tickets, temporary visas | □ |
| If you have provided further supporting evidence not listed above, please list this here: | | □ |

Complete on a separate page if necessary – I have provided an additional page (*please tick)* □

**Summary Statement**

| | |
|---|---|
| Please provide a summary here of any additional information/timeline to support your fee status re-assessment which may not already be covered in the form | |

**Declaration**

- I confirm that the information provided by me in this questionnaire, and in the supporting evidence, are to the best of my knowledge both true and accurate.
- I undertake to provide the College and/or the University further evidence on request, and to inform the College and/or the University if any of the information provided changes.
- I acknowledge that if any of the information given is inaccurate or misleading, the College and the University reserve the right to withdraw any offer of admission and/or to rectify my fee status from the beginning of my course and amend the tuition fee liability accordingly.
- I understand that the University will hold my data in accordance with its records management statement: https://www.information-compliance.admin.cam.ac.uk/records-management

**By submitting this form, I confirm that I have read, understand, and agree to all the declarations stated above.**

| | |
|---|---|
| Name: | |

| | |
|---|---|
| Date: | |