

Your fee status is determined by reference to your nationality, country of domicile and other factors as defined in the UK Fees Regulations, including your parents' or spouse/civil partner's status. **Guidance notes can be found on page 9.**

All applicants must complete sections A and pages A-F, plus the sections that apply from B-E. The section notes stipulate which documents are acceptable for each question. **Please note that failure to supply the correct documents may delay the decision made on your application** or may lead to you being incorrectly classified. Each section has spaces for information regarding yourself, your spouse/civil partner (where applicable) and your parents. There is **no need to duplicate information** – eg, if both your parents live at the same address, you may simply add 'as previous'. Information regarding your spouse/civil partner and parents is requested because some types of eligibility for home fee status are affected by your family relationships eg, the children of EU nationals who are not themselves EU nationals, or the spouses/civil partners of asylum seekers who have been awarded refugee status.

Classification as a 'Home' student for the purposes of fee payment depends on qualifying under the 'Main Formula' for UK residence, or on inclusion in one of ten limited categories. For information regarding this please see the UKCISA website at www.ukcisa.org.uk

Personal information

SECTION A: COMPULSORY

Q1-3 Attach a certified copy of your passport to confirm your country of birth and nationality. If your nationality has changed, attach a certified copy of the official documentation confirming the change. If you are married, please attach a certified copy of your marriage/civil partnership certificate.

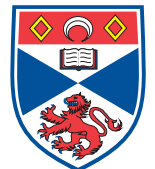
Q4 Please give your current **PERMANENT ADDRESS**, with the date you moved in. This date is defined in the fees regulations as 'the 1 September, 1 January or 1 April closest to the beginning of the first term of the person's course'. Therefore for ALL undergraduate programmes, ALL Master's programmes, and the majority of PhD programmes that date will be 1 September of the year of entry. Only PhD students intending to commence their study in the candlemas or Summer terms will have a different relevant date.

Q5-6 If you have lived at that address for less than three years preceding the first day of the first academic year of the course, please give your previous address(es) and the dates of your residence there. **Attach an additional sheet if necessary.**

Fees Classification Questionnaire

Admissions Application Centre
University of St Andrews
16 The Scores, St Andrews
Fife KY16 9AX, Scotland, UK

Tel: +44 (0)1334 462150
Fax: +44 (0)1334 463330
Email: admissions@st-andrews.ac.uk (undergraduate)
Email: pgadmissions@st-andrews.ac.uk (postgraduate)



University
of
St Andrews

Please read all the information in the shaded area carefully **before** completing this form. Please use **BLOCK CAPITAL** letters when completing this form. The information in this questionnaire can be made available in alternative format, on request.

Surname/Family name		Forenames																																					
UCAS/Admissions id		Course applied for																																					
You		Your spouse/civil partner																																					
1. Country of birth		1. Country of birth																																					
2. Nationality (if dual give both)		2. Nationality (if dual give both)																																					
3. Previous nationality if changed since birth		3. Previous nationality if changed since birth																																					
4. Current permanent/home address		4. Current permanent/home address																																					
5. Have you lived at this address for three years preceding your relevant date? Yes <input type="checkbox"/> No <input type="checkbox"/>		5. Have you lived at this address for three years preceding your relevant date? Yes <input type="checkbox"/> No <input type="checkbox"/>																																					
6. Dates living at this address		6. Dates living at this address																																					
<table border="1"> <tr> <td colspan="3">From</td> <td colspan="3">To</td> </tr> <tr> <td>Day</td> <td>Month</td> <td>Year</td> <td>Day</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>/</td> <td>/</td> <td></td> <td>/</td> <td>/</td> <td></td> </tr> </table>		From			To			Day	Month	Year	Day	Month	Year	/	/		/	/		<table border="1"> <tr> <td colspan="3">From</td> <td colspan="3">To</td> </tr> <tr> <td>Day</td> <td>Month</td> <td>Year</td> <td>Day</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>/</td> <td>/</td> <td></td> <td>/</td> <td>/</td> <td></td> </tr> </table>		From			To			Day	Month	Year	Day	Month	Year	/	/		/	/	
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7. If no, give address details for all residences in the relevant period		7. If no, give address details for all residences in the relevant period																																					
8. Dates living at this address		8. Dates living at this address																																					
<table border="1"> <tr> <td colspan="3">From</td> <td colspan="3">To</td> </tr> <tr> <td>Day</td> <td>Month</td> <td>Year</td> <td>Day</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>/</td> <td>/</td> <td></td> <td>/</td> <td>/</td> <td></td> </tr> </table>		From			To			Day	Month	Year	Day	Month	Year	/	/		/	/		<table border="1"> <tr> <td colspan="3">From</td> <td colspan="3">To</td> </tr> <tr> <td>Day</td> <td>Month</td> <td>Year</td> <td>Day</td> <td>Month</td> <td>Year</td> </tr> <tr> <td>/</td> <td>/</td> <td></td> <td>/</td> <td>/</td> <td></td> </tr> </table>		From			To			Day	Month	Year	Day	Month	Year	/	/		/	/	
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Your mother		Your father																																					
1. Country of birth		1. Country of birth																																					
2. Nationality (if dual give both)		2. Nationality (if dual give both)																																					
3. Previous nationality if changed since birth		3. Previous nationality if changed since birth																																					

SECTION A: COMPULSORY

continued

4. Current permanent/home address		4. Current permanent/home address	
5. Has she lived at this address for three years preceding the start of the course Yes <input type="checkbox"/> No <input type="checkbox"/>		5. Has he lived at this address for three years preceding the start of the course Yes <input type="checkbox"/> No <input type="checkbox"/>	
6. Dates living at this address		6. Dates living at this address	
<i>From</i> Day Month Year / /	<i>To</i> Day Month Year / /	<i>From</i> Day Month Year / /	<i>To</i> Day Month Year / /
7. If no, give address details for all residences in the relevant period		7. If no, give address details for all residences in the relevant period	
8. Dates living at this address		8. Dates living at this address	
<i>From</i> Day Month Year / /	<i>To</i> Day Month Year / /	<i>From</i> Day Month Year / /	<i>To</i> Day Month Year / /

SECTION B:

Complete this section if you have been resident in the UK AND ISLANDS at any time during the RELEVANT 3 YEAR PERIOD. This is the place where you are ordinarily resident – a home you retain even if you are temporarily absent for educational or professional reasons. The place where you 'habitually, lawfully and normally live' (UKCISA). England, Scotland, Wales, Northern Ireland, the Channel Islands and the Isle of Man, but excluding Sovereign Bases on Cyprus and UK Dependent Territories such as the Falkland Islands

Q1-2 Give the date and purpose of your original entry to live in the UK. Include a **copy** of your passport stamp.

Q3 If the main purpose of residence in the UK has changed since your arrival, please state this here, eg, if you moved to the UK for purposes of education but are now resident here for family reasons.

Q4 If you have **INDEFINITE LEAVE TO REMAIN/ENTER** in the UK (ILR/ILE), please attach evidence in the form of a **copy** of your letter of confirmation from the Home Office or the relevant page in your passport.

Q5 If there is a restriction on the length of your stay in the UK, such as a fixed-term entry visa, please indicate what this is and attach evidence, eg, in the form of a **copy** of a passport stamp or letter from the Home Office.

Q6 If you are currently employed in the UK, you should attach evidence in the form of a letter from your employer, which should indicate the start date of your contract, whether the employment is full-time or part-time and whether the contract is fixed term or to retirement..

You		Your spouse/civil partner	
1. Date of entry to UK	Day Month Year / /	1. Date of entry to UK	Day Month Year / /
2. What was the purpose of your original entry to UK?		2. What was the purpose of your original entry to UK?	
3a. Has the main purpose changed in the relevant three year period Yes <input type="checkbox"/> No <input type="checkbox"/>		3a. Has the main purpose changed in the relevant three year period Yes <input type="checkbox"/> No <input type="checkbox"/>	
3b. If yes, please give details		3b. If yes, please give details	
4a. Do you have Indefinite Leave to Remain/Enter in the UK (ILR/ILE)? Yes <input type="checkbox"/> No <input type="checkbox"/>		4a. Do you have Indefinite Leave to Remain/Enter in the UK (ILR/ILE)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4b. On what basis do you have ILR/ILE?		4b. On what basis do you have ILR/ILE?	
5a. Is there any restriction on the length of your stay in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>		5a. Is there any restriction on the length of your stay in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
5b. If yes, please give details		5b. If yes, please give details	
6. Are you currently employed in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>		6. Are you currently employed in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Your mother		Your father	
1. Date of entry to UK	Day Month Year / /	1. Date of entry to UK	Day Month Year / /
2. What was the purpose of her original entry to the UK?		2. What was the purpose of his original entry to the UK?	

SECTION B:

continued

3a. Has the main purpose changed in the relevant three year period Yes <input type="checkbox"/> No <input type="checkbox"/>	3a. Has the main purpose changed in the relevant three year period Yes <input type="checkbox"/> No <input type="checkbox"/>
3b. If yes, please give details	3b. If yes, please give details
4a. Does she have Indefinite Leave to Remain/Enter in the UK (ILR/ILE)? Yes <input type="checkbox"/> No <input type="checkbox"/>	4a. Does he have Indefinite Leave to Remain/Enter in the UK (ILR/ILE)? Yes <input type="checkbox"/> No <input type="checkbox"/>
4b. On what basis does she have ILR/ILE?	4b. On what basis does he have ILR/ILE?
5a. Is there any restriction on the length of her stay in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	5a. Is there any restriction on the length of his stay in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>
5b. If yes, please give details	5b. If yes, please give details
6. Is she currently employed in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	6. Is he currently employed in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>

SECTION C:

Complete this section if you have been resident in the EU/EEA/Switzerland at any time during the RELEVANT 3 YEAR PERIOD.

Q2-3 Give the date and purpose of your original entry to live in the EU/EEA/Switzerland. The three years preceding the relevant date – therefore if your relevant date is 1 September 2010, we require information relating to all of your places of residence (excluding normal holidays) from 1 September 2007 – 1 September 2010..

Q4 If the main purpose of residence in the EU/EEA/Switzerland has changed since your arrival, please state this here, eg, if you moved to the EU/EEA/Switzerland for purposes of education but are now resident there for family reasons.

Q5 If you have INDEFINITE LEAVE TO REMAIN in the UK or equivalent in the EU/EEA/Switzerland, please attach a **copy** of your letter of confirmation from the government.

Q6 If there is a restriction on the length of your stay in the EU/EEA, such as a fixed-term entry visa, please attach a **copy** of a passport stamp or letter from the government.

Q7 If you are currently employed in the EU/EEA/Switzerland, you should attach a letter from your employer, which should indicate the start date of your contract, whether the employment is full-time or part-time and whether the contract is fixed term or to retirement.

You				Your spouse/civil partner			
1. Country of residence				1. Country of residence			
2. Date of entry to EU/EEA/Switzerland	Day	Month	Year	2. Date of entry to EU/EEA/Switzerland	Day	Month	Year
	/	/	/		/	/	/
3. What was the purpose of your original entry to EU/EEA/Switzerland?				3. What was the purpose of your original entry to EU/EEA/Switzerland?			
4a. Has the main purpose changed in the relevant three year period? Yes <input type="checkbox"/> No <input type="checkbox"/>				4a. Has the main purpose changed in the relevant three year period? Yes <input type="checkbox"/> No <input type="checkbox"/>			
4b. If yes, please give details				4b. If yes, please give details			
5a. Do you have Indefinite Leave to Remain (or equivalent) in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				5a. Do you have Indefinite Leave to Remain (or equivalent) in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>			
5b. On what basis do you have Indefinite Leave to Remain?				5b. On what basis do you have Indefinite Leave to Remain?			
6a. Is there any restriction to the length of your stay in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				6a. Is there any restriction to the length of your stay in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>			
6b. If yes, please give details				6b. If yes, please give details			
7. Are you currently employed in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				7. Are you currently employed in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>			

SECTION C:

continued

Your mother				Your father					
1. Country of residence				1. Country of residence					
2. Date of entry to EU/EEA/Switzerland		Day	Month	Year	2. Date of entry to EU/EEA/Switzerland		Day	Month	Year
		/	/	/			/	/	/
3. What was the purpose of her original entry to EU/EEA/Switzerland?					3. What was the purpose of his original entry to EU/EEA/Switzerland?				
4a. Has the main purpose changed in the relevant three year period? Yes <input type="checkbox"/> No <input type="checkbox"/>					4a. Has the main purpose changed in the relevant three year period? Yes <input type="checkbox"/> No <input type="checkbox"/>				
4b. If yes, please give details					4b. If yes, please give details				
5a. Does she have Indefinite Leave to Remain (or equivalent) in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>					5a. Does he have Indefinite Leave to Remain (or equivalent) in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				
5b. On what basis does she have Indefinite Leave to Remain					5b. On what basis does he have Indefinite Leave to Remain				
6a. Is there any restriction to the length of her stay in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>					6a. Is there any restriction to the length of his stay in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				
6b. If yes, please give details					6b. If yes, please give details				
7. Is she currently employed in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>					7. Is he currently employed in the EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>				

SECTION D:

Complete this section if you have been resident outside the UK/EU/EEA/Switzerland (including overseas territories) at any time during the relevant 3 year period. If you have been resident in more than one country in this category, please give all relevant information on a SEPARATE SHEET.

Q1-3 Please indicate the country of residence, together with your date and original purpose of entry to that country.

Q4 Please indicate if you maintained a home or regular links within the UK/EU/EEA/Switzerland during the period in question.

Q5 Give your status in the country of residence, eg, migrant worker, permanent resident.

Q6 Give details of any restriction on the length of your stay eg, a copy of a passport stamp or letter from the government.

Q7 Give the date of your proposed return to live in the UK/EU/EEA/ Switzerland, and indicate if this is a firm or provisional intention.

Q8 Please give details of any employment in your country of residence – you should provide a letter from your employer.

You				Your spouse/civil partner					
1. Country of residence				1. Country of residence					
2. Date of entry to country of residence		Day	Month	Year	2. Date of entry to country of residence		Day	Month	Year
		/	/	/			/	/	/
3. What was the purpose of your move to this country?					3. What was the purpose of your move to this country?				
4a. Did you visit the UK/EU/EEA/Switzerland in the relevant period? Yes <input type="checkbox"/> No <input type="checkbox"/>					4a. Did you visit the UK/EU/EEA/Switzerland in the relevant period? Yes <input type="checkbox"/> No <input type="checkbox"/>				
4b. If yes, please complete the table below (failure to do so may delay the decision made on your application)					4b. If yes, please complete the table below (failure to do so may delay the decision made on your application)				
Exact dates of visit					Exact dates of visit				
From		To		From		To			
Day	Month	Year	Day	Month	Year	Day	Month	Year	Year
/	/	/	/	/	/	/	/	/	/
Purpose of visit					Purpose of visit				
Type of residence stayed in eg, own home, hotel					Type of residence stayed in eg, own home, hotel				
Name(s)/addresses of friends relatives stayed with					Name(s)/addresses of friends relatives stayed with				

SECTION D:

continued

5. What is her Status in the country of residence?		5. What is his Status in the country of residence?	
6a. Is there any restriction on the length of her stay? Yes <input type="checkbox"/> No <input type="checkbox"/>		6a. Is there any restriction on the length of his stay? Yes <input type="checkbox"/> No <input type="checkbox"/>	
6b. If yes, please give details		6b. If yes, please give details	
7a. Does she propose to return to live in the UK/EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>		7a. Does he propose to return to live in the UK/EU/EEA/Switzerland? Yes <input type="checkbox"/> No <input type="checkbox"/>	
7b. Is this a firm or provisional intention?		7b. Is this a firm or provisional intention?	
8a. Is/was she employed in the country of residence above? Yes <input type="checkbox"/> No <input type="checkbox"/>		8a. Is/was he employed in the country of residence above? Yes <input type="checkbox"/> No <input type="checkbox"/>	
8b. If yes, was the job obtained prior to her moving to this country? Yes <input type="checkbox"/> No <input type="checkbox"/>		8b. If yes, was the job obtained prior to his moving to this country? Yes <input type="checkbox"/> No <input type="checkbox"/>	
8c. Are/were you in continuous employment in the country of residence? Yes <input type="checkbox"/> No <input type="checkbox"/>		8c. Are/were you in continuous employment in the country of residence? Yes <input type="checkbox"/> No <input type="checkbox"/>	
8d. Is the employment permanent or temporary?		8d. Is the employment permanent or temporary?	
8e. If temporary, what date is the contract scheduled to end?	Day / Month / Year	8e. If temporary, what date is the contract scheduled to end?	Day / Month / Year
8f. Is the contract renewable? Yes <input type="checkbox"/> No <input type="checkbox"/>		8f. Is the contract renewable? Yes <input type="checkbox"/> No <input type="checkbox"/>	
8g. Does she intend to renew the contract if possible? Yes <input type="checkbox"/> No <input type="checkbox"/>		8g. Does he intend to renew the contract if possible? Yes <input type="checkbox"/> No <input type="checkbox"/>	

You

Your spouse/civil partner

1. Have you been granted refugee status as an asylum seeker in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>		1. Have you been granted refugee status as an asylum seeker in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
2. Date of asylum application	Day / Month / Year	2. Date of asylum application	Day / Month / Year
3. If your application for refugee status has not been agreed, have you been granted Exceptional Leave to Remain (ELR), Humanitarian Protection (HP) or Discretionary Leave (DL)? Yes <input type="checkbox"/> No <input type="checkbox"/>		3. If your application for refugee status has not been agreed, have you been granted Exceptional Leave to Remain (ELR), Humanitarian Protection (HP) or Discretionary Leave (DL)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4. Have you remained in the UK since your status was granted (except for normal holidays)? Yes <input type="checkbox"/> No <input type="checkbox"/>		4. Have you remained in the UK since your status was granted (except for normal holidays)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
5. If married, please state date of marriage/civil partnership	Day / Month / Year	5. If married, please state date of marriage/civil partnership	Day / Month / Year
Your mother		Your father	
1. Has she been granted refugee status as an asylum seeker in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>		1. Has he been granted refugee status as an asylum seeker in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	
2. Date of asylum application	Day / Month / Year	2. Date of asylum application	Day / Month / Year
3. If her application for refugee status has not been agreed has she been granted Exceptional Leave to Remain (ELR), Humanitarian Protection (HP) or Discretionary Leave (DL)? Yes <input type="checkbox"/> No <input type="checkbox"/>		3. If his application for refugee status has not been agreed has she been granted Exceptional Leave to Remain (ELR), Humanitarian Protection (HP) or Discretionary Leave (DL)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
4. Has she remained in the UK since her status was granted (except for normal holidays)? Yes <input type="checkbox"/> No <input type="checkbox"/>		4. Has he remained in the UK since his status was granted (except for normal holidays)? Yes <input type="checkbox"/> No <input type="checkbox"/>	
5. If married, please state date of marriage/civil partnership	Day / Month / Year	5. If married, please state date of marriage/civil partnership	Day / Month / Year

SECTION E:

Complete this section if you have applied for refugee status in the UK.

Q1-2 Attach evidence of your refugee status, Exceptional Leave to Remain (ELR), Humanitarian Protection (HP) or Discretionary Leave (DL) in the form of a copy of your letter from the Home Office.

Q5 Provide evidence of a copy of your marriage/civil partnership certificate.

SECTION F:

Additional information (to be completed by student applicant)

Please refer to the guidance notes on page 9 of this document and say whether you think that you qualify for "Home" fee status and, if so, why and under which provisions. If you are claiming home status on the basis of your or your parents' "temporary absence abroad", you must enclose copies of the relevant contracts of employment or a statement from the employer(s) concerned certifying that the contract of employment or posting was temporary

Home

Overseas

Reason if "Home"

What will be the source of your financial support if admitted to this University?

Have you applied for/been awarded a Student's Allowance (grant) by the Student Award Agency Scotland, a Local Education Authority (England and Wales), an Education and Library Board (Northern Ireland) or a UK Research Council?

Yes

No

If Yes give details

If you have attended this University previously, please give details of the course undertaken and your Student ID number, if known.

Course

Student ID Number

Dates

If you have attended a UK university previously, were you classed as "home" or "overseas" for fees purposes? Please give name of university, course and dates of attendance.

School/College/University

Course

Dates of Attendance

"Home" or "Overseas"

Please give any further information, which may assist the University in determining your fee status. In particular, if you have been undertaking a full-time course of education in the UK/EU at any time during the three-year period prior to your intended date of entry to the UK, and you consider that your residence in the UK/EU has been other than "wholly or mainly for the purpose of receiving full-time education", please give reasons for your opinion.

SECTION G:

ALL APPLICANTS

Use this space to give any further information you feel may be relevant to your fee classification. Attach a separate sheet if necessary.

Declaration:

Remember to sign and date the declaration before returning it with your documentary evidence to the relevant address

(Graduate or Undergraduate) which can be found on page 1

For office use only:

Checklist	Tick (✓)	Tick (✓)
Sections A and F compulsory – all applicants	<input type="checkbox"/>	Section D completed – resident outside UK/EU/EEA/Switzerland at any time during the relevant period <input type="checkbox"/>
Section B completed – resident in UK and Islands at any time during the relevant period	<input type="checkbox"/>	Section E completed – refugees/asylum seekers <input type="checkbox"/>
Section C completed – resident in EU/EEA/Switzerland excluding UK and Islands at any time during the relevant period	<input type="checkbox"/>	Section G additional information <input type="checkbox"/>
		Declaration signed and dated <input type="checkbox"/>

The information which I have given above is, to the best of my knowledge and belief, accurate and complete.

<i>Signature</i>	Date
	Day Month Year / / /

Fee status assigned	Name of assessor
---------------------	------------------

<i>Signature</i>	Date
	Day Month Year / / /

ASSESSING ENTITLEMENT TO PAY “HOME” FEES

Publicly funded educational institutions charge two levels of fee: the lower ‘home’ fee and the higher ‘overseas’ fee. The Scottish Higher Education Funding Council funds the balance of the tuition costs for students paying the lower ‘home’ fee. **These guidance notes summarise the conditions you need to meet to be entitled to pay tuition fees at the ‘home’ rate.** The latest details on fee status regulations can be found at www.ukcisa.org.uk

1. SETTLED in the UK

In accordance with The Education (Fees and Awards) Regulations Act 1997, higher (overseas) levels of fees are payable by students, who do not have a relevant connection with the UK and therefore do not meet the eligibility requirements of the regulations. Students, who are ‘eligible’, i.e. satisfy all the following conditions, will be charged the lower (home) fees.

ORDINARILY RESIDENT – You must have been ordinarily resident in the UK throughout the three-year period preceding the start of the first semester of your course (1st September or 1st January) (see Note A) **AND**

FULL TIME EDUCATION – During any part of that three-year period, the main reason for you being in the UK was not to receive full-time education (see Note B) **AND**

SETTLED STATUS - You must have ‘settled status’ within the meaning of the Immigration Act 1971 (see Note C)

2. Excepted Students.

There are certain categories of students, who, although they do not meet the conditions above, are liable to pay only the lower (home) rates of fees, These include: -

EU nationals, their spouses or children (See Note D)

(a) you must have been ‘ORDINARILY RESIDENT’ within the European Economic Area (EEA) or Switzerland for 3 years preceding the start of your degree course **AND**

(b) the main purpose for your residence in the EEA must not have been to receive FULL-TIME EDUCATION.

Swiss and EEA “migrant workers”, their spouses or children

(a) You must have been ‘ORDINARILY RESIDENT’ in the European Economic Area (EEA) or Switzerland for 3 years preceding the start of your degree course **AND**

(b) You must be working in the UK

Refugees and asylum seekers

The Home Office must have granted you full Refugee status or Exceptional Leave to Remain (ELR) or Humanitarian Protection (HP) or Discretionary Leave (DL), or you are the child or spouse of someone with that status.

OR You have been granted Indefinite Leave to Enter or Remain (ILE/R) under the Home Office asylum backlog clearance scheme, or you are the child or spouse of someone with that status.

Temporary Absence Abroad

The regulations provide specifically for UK and EU nationals in cases where ordinary residence in the EU/EEA and Switzerland has been interrupted because the student, their spouse or their parent or guardian was temporarily employed outside the EEA or Switzerland and thus fails to satisfy the three-year residence requirement. The regulations state, “if it were not for the employment, the student would have been resident in the UK/EEA”. Each case is dealt with on its own individual merits, and decisions on whether employment abroad is permanent or temporary is not decided solely on the length of period spent abroad but in conjunction with the nature of the work and the employment pattern. However, based on previous case studies, contracts of employment cease to be temporary if the duration of the contract(s) is/are 13 years or more. Note: a succession of similar temporary contracts can be construed as one permanent employment contract.

Students from British and EU Overseas Territories

From 2007/08, students from specified territories will be charged the home fee rate for their Further Education and undergraduate degree courses at colleges and universities in the UK. See Note E below.

Applicants who consider that any of the above exceptions may apply to them, or who are unsure of their fee status, or for whom the University has requested clarification, should complete a fee status enquiry form and return it, together with copies of appropriate supporting documentation to The Admissions Application Centre, St Katharine’s West, 16 The Scores, St Andrews, Fife KY16 9AX Scotland UK, email admissions@st-andrews.ac.uk Further details regarding definitions and exceptions can be provided on request.

A) ORDINARILY RESIDENT – Where you have been living over the past three years. You are ‘ordinarily resident’ if you have habitually, normally and lawfully resided in that area from choice. Temporary absences from the residence area should be ignored. If you can demonstrate that you have not been ordinarily resident in the relevant residence area only because you, or your ‘relevant family member’, were temporarily working outside the relevant residence area, you will be treated as though you have been ordinarily resident for the period during which this was the case.

B) FULL TIME EDUCATION -a useful question to ask is: “if you had not been in full-time education, where would you have been ordinarily resident?” If the answer is “outside of the EEA or Switzerland” this would indicate that the main purpose for your residence within the EEA or Switzerland was full-time education. If the answer is that you would have been resident within the EEA or Switzerland even if you had not been in full-time education, this would indicate that full-time education was not the main purpose for your residence therein.

C) SETTLED STATUS – A student is ‘settled’ if they meet two requirements: They are ‘Ordinarily resident’ as stated above, and, they are not subject, under the immigration laws, to any restrictions on the period for which they may stay (i.e. Visas). ‘Settled’ students will have an “indefinite leave to enter or remain”. Certain categories exempt from time limits on their stay in the UK, however, do not come within the definition of ‘settled’ – for example, diplomats and members of their households do not have specified time limits on their permission to stay in the UK but they are not ‘settled’ under the relevant immigration law.

D) EU COUNTRIES - Currently: Austria, Bulgaria, Belgium, Cyprus, Czech Republic, Denmark (excluding Faroe Islands and Greenland), Estonia, Finland, France (excluding overseas territories), Germany, Greece, Hungary, The Republic of Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, The Netherlands, Poland, Portugal (excluding Macao), Romania, Slovakia, Slovenia, Spain (including Balearic Islands, The Canaries, Cueta and Melilla), Sweden, United Kingdom with Gibraltar.

NOT part of the EU are, Andorra, Monaco, San Marino and the Vatican City State. Nationals of Switzerland and the EEA countries, Iceland, Liechtenstein and Norway, while not EU nationals, have the same freedom of movement rights as EU citizens.

E) OVERSEAS TERRITORIES - The specified territories to which the change will apply are

- British Overseas Territories
- Anguilla
- Bermuda
- British Antarctic Territory
- British Indian Ocean Territory
- British Virgin Islands
- Cayman Islands
- Falkland Islands
- Montserrat
- Pitcairn Islands
- South Georgia & the South Sandwich Islands
- St Helena & its Dependencies
- Turks & Caicos Islands

Overseas territories of other EU member states

- Greenland & Faeroe Isles (Denmark)
- Netherlands Antilles (Bonaire, Curacao, Saba, St Eustatius and St Marten) and Aruba (Netherlands)
- French possessions:-
- New Caledonia
- French Polynesia
- Wallis and Futuna
- Mayotte
- St Pierre et Miquelon
- French Southern and Antarctic Territories