



International Student Support

Translations into English for Tier 4 visa requirements

UKVI Translation Requirements for students making visa applications IN the UK.

If you are making your Tier 4 visa application in the UK, and you are providing a supporting document, e.g an overseas qualification which is not written in English, the UKVI (UK Visas & Immigration) requires that you provide a fully certified translation by a professional translator. This translation must include:

- **Details of the translator's credentials (their qualifications); and**
- **Confirmation that it is an accurate translation of the original document; and**
- **The translator's contact details; and**
- **The date and the original signature of the translator**

UKVI Translation Requirements if you are making your application OUTSIDE THE UK.

If you are making your Tier 4 visa application outside the UK, and you are providing a supporting document, which is not written in English, the UKVI (UK Visas & Immigration) requires that you provide a full English translation that can be independently verified by them. This translation must include:

- **Confirmation that it is an accurate translation of the original document; and**
- **The translator's/translation company's contact details; and**
- **The date, full name and original signature of the translator**

Translation services in Nottingham:

Below are the details of some local translation companies. In order to use their services, please follow the steps below:

1. **Email a good quality scanned copy of the document you would like them to translate (make sure you include all the pages).** The company will let you know how much it will cost (ask if they offer discounts for NTU students) and how long it will take for the translation to be ready.
2. **Tell them what information the translation should include (see above list).**

This leaflet is produced by:
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NOTTINGHAM
TRENT UNIVERSITY

Make sure that you specify that this translation is required for your student visa extension, and **check that the translation will include all of the details given above.**

3. **Once you have chosen the company you want to use, send them a message or telephone them to confirm you would like them to do the translation for you.** Some companies may ask you to pay in advance; others will take the payment when you collect your document.
4. **When you go and collect the translation, make sure you take the original document with you.**

EVS Translation

(City Centre)

Tel: 0115 964 4288

Email: uk@evs-translations.com

Website: www.evs-translations.co.uk

Language Link (UK)

(City Centre)

Tel: 0115 947 8920 / Fax: 0115
985 9128

Email:

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