



New International Students Enrolment Guide

Registration week 20-24 May 2019

What to do before your registration appointment



1. Accept your offer- see Accept Your Offer guide



2. Fees Fully pay your semesters tuition fees. If you have chosen NavInsure (www.cric.navitas.com/navinsure) and/or CRIC accommodation, please ensure those fees are also paid. Any questions email registration@cric.anglia.ac.uk



3. Book your registration day appointment

You will be emailed a link to book your registration day appointment. Please prepare your Original Documents* see below .



4. Upload your ID photo for your student card

You will be sent an email with your login details to complete online registration and upload your ID photo for your student card on e-vision.

Your registration appointment day

Your registration can take 3 - 4 hours as you will need to complete the following steps:

1. Original Documents *

You must bring:



- **Passport**
- **Visa Entry Vignette** (in your passport)
- **UK VISA Immigration Letter** and / or **BRP** (Biometric Residence Permit) card
- **Proof of UK term time address** - Your accommodation contract, a utility bill or a bank statement with your full name on it issued within the last three months. Alternatively, if you are living with family or a friend you need to provide a letter from the person you are living with confirming your full name and how long you are staying with them, as well as their proof of address in the UK.
- **Police registration certificate** - if applicable



2. Finance Checks

3. eVision Registration checks



4. Collect your student card



Timetable released during registration week

You will receive an email when your timetable is released on your student portal Axis. This can take up to 48 hours after you have fully completed Original Document checks and Finance checks.

IF YOU HAVE ANY QUESTIONS CONTACT:

Registration question: registration@cric.anglia.ac.uk

Academic question: academic@cric.anglia.ac.uk