Dear Sponsor

As we approach the 2023 summer peak period, I wanted to share with you a temporary process we are implementing for raising correction requests for eVisas on routes within Study Services, following sector and institution feedback.

As you know, eVisas were first introduced for EEA nationals using the UK Immigration: ID Check app with the launch of the new Student and Child Student routes and provides an electronic record of status instead of a physical document. Since then, this has extended to also include non-Visa nationals using the UK Immigration: ID Check app where they are applying on the in-country routes for Graduate and Student/Child Student.

Where a student has identified an error on their granted eVisa, please use the attached eForm to report this to us. The eForm is pre-programmed with the route and error types that you can refer to us this way. These are:

Routes	**Error Types**
Student	Permission start date
Child Student	Permission end date
Graduate	Work conditions
Dependant Partner	Sponsor Licence Number
Dependant Child	Dependant casetype does not match main applicant
Parent of a Child Student	

Currently each error must be referred individually, but we hope to share a bulk version with you soon. The eForm is pre-programmed to open an email when you click 'Submit Form' but it will not automatically attach the sheet, you will need to attach it yourself before sending.

This is a temporary measure whilst the longer-term process for all eVisa customers is finalised. In the meantime, I would ask you to please adhere to the following requirements:

- The eForm must be used **only** by the sponsor. **Do not** share it directly with students
- This eForm is for routes covered by Study Services only. We will not be able to process or correspond on cases relating to other routes with eVisas
- The eForm will only accept UANs commencing 3434. For any applications that receive (or expect to receive) either a vignette or a BRP, please follow the usual reporting process. Details can be found at https://www.gov.uk/government/publications/correcting-an-incorrect-endorsement-ecb19/correcting-an-incorrect-endorsement-ecb19
- Please use one eForm/email per report (until the bulk form is available).
- Ensure you have the consent of the student/applicant
- Do not use the notes box for anything other than a description of the error. Other queries submitted in this way will not be responded to.
- If we receive an error report but on review there is no error, we will reply to let you know.

Jacqui Amos

Head of Study Services