

# Biometric Residence Permits

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## What is a Biometric Residence Permit (BRP)?

A Bio-Metric Residence Permit (BRP) is a credit card sized document, similar to a driving licence or identity card, which contains your biometric data (name, date of birth, photograph and digital fingerprints) and which contains evidence of your immigration permission to be in the UK.

International (non-EEA) students who apply under the Student Visa route to study on a course of 6 months or more will have their full immigration permission issued as a Bio-Metric Residence permit.

## BRP Expiry

You do not need to tell UKVI if your BRP expires on 31 December 2024 but your immigration status (for example, your visa) allows you to stay longer.

You will not need a BRP from 1 January 2025. You will be able to prove your immigration status online, without a BRP.

UKVI will update their information on how to prove your immigration status in early 2024. You do not need to do anything and your immigration status will not be affected.

## What is an Entry Clearance Visa?

Entry Clearance is permission to enter the UK and is usually in the shape of a visa vignette (sticker) attached to a page in passport.

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If you are coming to the UK with a Student Visa to study on a course of less than 6 months, your permission to enter and stay in the UK will be on an Entry Clearance visa

If you are coming to the UK with a Student Visa to study on a course of longer than 6 months, you will initially receive an Entry Clearance Visa vignette attached to a page your passport.

The entry clearance visa gives you permission to be able to travel to and enter the UK. Once you are in the UK, you will need to collect your full permission to stay in the UK – see section below on BRPs.

Entry Clearance Vignettes are valid for 90 days. You must enter the UK within the validity of the entry clearance visa, otherwise you will need to apply for a replacement. **Do not** travel to the UK before the start date of the Entry Clearance Vignette.

### **How do you get your BRP? - Applied for student visa outside of the UK**

Your full residence permission to stay in the UK for the duration of your studies and some additional extra time will be on a Biometric Residence Permit (BRP), which you will need to collect from a designated Post Office once you are in the UK.

When you are issued with your initial visa outside the UK, you will also be issued with a **visa decision letter** or email confirming the full details of your Student/ Tier 4 permission for the UK including details of where to collect your BRP. This will usually be the Post Office location, which you will have selected in your visa application. Please note, LJMU is not an Alternative Collection Location (ACL) so you cannot collect your BRP from the University, it must be from a Post Office.

### **When can I collect the BRP?**

The Visa decision letter states that your BRP will normally be available for collection within 2 weeks of the date of the date of issue of your letter.

Normally, you must collect your BRP within 10 days of your arrival in the UK or the expiry date of your Entry Clearance visa, whichever is earlier.

### **If you have problems collecting your BRP**

Tell the Home Office if you cannot collect your BRP for any reason, for example:

1. You went to collect it from the Post Office and it was not there
2. You've lost your passport or travel document, or cannot prove your identity
3. You do not know which Post Office to go to because you've lost your visa decision letter

Please report here:

- [www.biometric-residence-permit.service.gov.uk/collection/where](http://www.biometric-residence-permit.service.gov.uk/collection/where)

The Home Office will email you within 5 working days to tell you what to do next. It will take longer if you do not give an email address.

### **Collecting your BRP from a different Post Office branch**

If you want to change the Post Office branch, for example, you live too far away, you can choose to pick up your BRP from a different Post Office branch. You'll need to arrange this at the branch and pay a fee.

Check that the [Post Office branch](#) you want to use offers a 'BRP collection service'. You will then need to go into the branch that you would like to change your collection to complete an application form and pay a fee of £21.90.

### **What if I am unable to collect my BRP in person?**

You are expected to collect your own BRP. The following exceptions apply if:

- You have a serious illness or disability that prevents you from collecting your permit; or
- You are under 18 and you cannot collect your permit at the same time as your parent or legal guardian collects their own BRP

You may be able to nominate someone else to collect your permit on your behalf. The nominated person will have to show your passport and vignette and show evidence of their own identity. You can nominate someone here:

[www.biometric-residence-permit.service.gov.uk/someone-else/arrange](http://www.biometric-residence-permit.service.gov.uk/someone-else/arrange)

The Home Office will need to approve the person you nominate and the process of approval can take up to 5 working days

### **How do you get your BRP? - If you applied for your student visa inside the UK**

Your BRP is sent to your correspondence address, which you provided in the visa application form (or BRP replacement form if lost/stolen). Please ensure you give the full correct address to ensure BRP is delivered correctly.

Royal Mail now delivers the BRPs. There is no requirement to provide a signature on delivery.

### **When will I get my BRP?**

Normally, you can expect your BRP to arrive between 7-10 days after the date you receive your decision.

### **My BRP has still not arrived**

If you have received a decision on your Student Visa application in the UK and more than 10 days have now passed since the date of decision, you take the following steps.

- If you live in a shared house/ flat, check with your housemates
- If you live in a building with a concierge, reception or security desk, check with them
- Check if you have received a missed delivery note from the courier company

If after taking the steps above, you still have not received your BRP, you should report on the Government website that your BRP has not arrived

[www.gov.uk/biometric-residence-permits/not-arrived](http://www.gov.uk/biometric-residence-permits/not-arrived)

You'll need the following information to report a missing BRP:

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your full name, date of birth and nationality  
an email or postal address  
your visa decision letter

The Home Office will email you within 5 working days to tell you what to do next. It will take longer if you do not give an email address.

If after reporting your BRP as not having arrived, you have still not received your BRP or you have not received any communication from the Home Office, you should contact the International Student Advice Team [internationaladvice@ljmu.ac.uk](mailto:internationaladvice@ljmu.ac.uk)

The International Advice Team may be able to contact the Home Office (UKVI) on your behalf if the BRP still hasn't arrived and more than 10 days have passed. Please provide the following:

your name and LJMU student number  
dates of your application and decision  
a copy of your Student Visa decision letter.

### **Can I travel if I haven't received my BRP yet?**

You should not travel until you have your BRP as you will need this to re-enter the UK.

If you need to travel urgently, please contact the International Advice Team for further information on [internationaladvice@ljmu.ac.uk](mailto:internationaladvice@ljmu.ac.uk)

### **Advice and tips on safeguarding your BRP**

We advise students not to carry their BRP around with them. It is not a legal requirement for you to have this in your possession.

If you need evidence of your age for age restricted purchase or activities, you can apply for a UK government approved Proof of Age Card.

You should only carry your BRP with you if you are travelling outside of the UK as you will need it to re-enter the UK when you return.

Every year we see many students who lose their BRP as they carry it with them when they go out. Please ensure you keep your BRP in a safe place.

Please make a copy of your BRP (front and back) and store this securely where you can easily access it, if necessary.

### **What do I do if I lose my BRP or if it is stolen?**

Please see our information on lost / stolen BRPs and passports

### **What do I do if there is an error on my BRP or on my entry clearance?**

Please see our information on checking your BRP and entry clearance for errors

### **I've received my new BRP what do I need to do next**

If you have received your BRP and all the information is correct please send a copy of this (front and back) to [RegistrationDocuments@ljmu.ac.uk](mailto:RegistrationDocuments@ljmu.ac.uk) and your visa details will be updated on our system.

