The University acts as sponsor for all students admitted with a visa under Tier 4 of the points-based immigration system (PBS). Students must co-operate with the University in all ways required of the University by UK Visas & Immigration (UKVI) to ensure that the University is able to fulfil its responsibilities to the UKVI. These responsibilities will be notified to the University by the UKVI and may be changed unilaterally by the UKVI from time to time. Such co-operation includes, but is not limited to; ensuring the University always has full and current contact details, that the University is informed of any changes to circumstances which might affect a student’s immigration status, and that the University is able to keep and maintain a copy of a student’s immigration documents.