

## **Administrative Review FAQs**

(Updated in March 2023)

### **I have received a letter saying my visa application was unsuccessful but I think the Home Office have made a mistake. What should I do?**

Please contact the International Student Advice Team and email us a copy of the refusal notice before you do anything else.

### **If my student visa extension application is refused can I appeal?**

No. You'll be told in your decision letter if you can ask for the decision on your visa application to be reviewed. This is known as an 'administrative review'.

You can only apply for an administrative review if all of the following apply:

- you're outside/inside the UK
- you applied outside/inside the UK
- you do not have a [right of appeal](#) against the refusal
- you did not make an application to [visit the UK as a Standard Visitor](#) (except if you applied as an S2 Healthcare Visitor)

Please visit [Ask for a visa administrative review: If you're outside the UK - GOV.UK \(www.gov.uk\)](#) for more detailed guidance

### **How do I make an application for administrative review outside the UK?**

If you want an administrative review, you must apply **within 28 days** of getting the decision. It costs £80.

You can [apply online for an administrative review](#).

## **How do I make an application for administrative review inside the UK?**

If your application was refused and you want an administrative review, you must apply within **14 days** of getting the decision. It costs £80.

You can [apply online for an administrative review](#).

You must apply within 7 days if you were detained on the day you got your decision.

If your application was granted but you're unhappy with the amount or conditions of your leave, you must apply within 14 days of getting your biometric residence permit.

## **How long does an administrative review take?**

Currently, it can take 6 months or more to receive the result of the administrative review. If you have not had a decision on your application within 6 months, the Home Office will contact you with an update. Your rights are not affected by the delay in processing applications.

You cannot request a second review (unless the first review found new reasons why the original refusal was correct). Your decision letter will tell you if you can apply for a second review.

If your visa has expired, you will not usually be removed from the UK until your review has been completed.

## **Withdraw your request**

Your request for an administrative review will be withdrawn (cancelled) if you:

- make any other immigration or visa application
- ask for your passport back so you can travel
- leave the UK

Your request will be rejected if you ask for a review of a previous decision after submitting a new application.

You can email the Home Office and ask for your request to be withdrawn. Your application fee will not be refunded.

Home Office

[admin.review.enquiries@homeoffice.gov.uk](mailto:admin.review.enquiries@homeoffice.gov.uk)

You must include your name, date of birth, nationality and either your administrative review payment reference number or Home Office reference number in your email.