Registration with the Police

Nationals of the following countries are required to register with the Police within 7 days of arrival. This is a routine procedure and should only take a few minutes.

- Afghanistan
- Algeria
- Argentina
- Armenia
- Azerbaijan
- Bahrain
- Belarus
- Bolivia
- Brazil
- China
- Colombia
- Cuba
- Egypt
- Georgia
- Iran
- Iraq
- Israel
- Jordan
- Kazakhstan
- Kuwait
- Kyrgyzstan
- Lebanon
- Libya
- Moldova
- Morocco
- North Korea
- Oman
- Palestine
- Peru
- Qatar
- Russia
- Saudi Arabia
- Sudan
- Syria
- Tajikistan
- Tunisia
- Turkey
- Turkmenistan
- Ukraine
- United Arab Emirates
- Uzbekistan
- Yemen

Home Office Guidance available here: http://uod.ac.uk/intl-054

If you are required to register with the police, the condition of entry will be endorsed. The endorsement may be in the following forms:

Pol Registration/Register/Report to Police/Register with Police within 7 days of arrive in UK

and they can be located on the following documents:

- Passport – UK Entry Clearance Vignette Page
- Biometric Residence Permit (BRP) – Reverse side of card
- Home Office Letter – Confirmation of Entry to UK

Immigration Officers will continue to have the discretion to impose a registration requirement on foreign nationals from countries not listed above where it is considered necessary to ensure compliance with the terms of their leave to enter the UK.

Registering process:
You will be required to take the following documents to the Police Station (see map below for directions)
As of (04/12/2018) you must make an appointment by email prior to attending West Bell Street Police Station for initial registration.
Appointments and enquiries can be made by emailing scdovrodundee@scotland.pnn.police.uk
Applicants will thereafter be given an appointment with an Overseas Visitor Registration Officer and must attend with a completed application form and supporting documentation, details of which are available from the Police Scotland website https://uod.ac.uk/int-sp-2019

- Home Office letter (confirming entry to UK)
- Passport (or replacement passport)
- Biometric Residence Permit (BRP) If you have just arrived, you must collect your BRP from the post office (factsheet 21)
- Educational Acceptance Letter
- A letter printed from e-vision confirming your address (if you live in university accommodation)
- Tenancy Agreement or utility bill (if you live in private accommodation)
- 2 recent passport size photographs
- A registration fee of £34 (cash only) for each adult person. If you lost your certificate, there will be a further £34 fee for a replacement certificate
- If an organisation or company is sponsoring your studies, you should bring a letter from the organisation to confirm this.

Change of Address and Re-registration

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The process for notifying Police Scotland of changes in circumstances remains the same, you can attend the police station Without an appointment.
You must inform the police within 7 days of any change of address and of any extension of your permission to stay in the UK. The police may email you shortly before your permission to stay expires. Don’t Worry! It is only to remind you to apply for an extension if appropriate.
You will then be issued with a police registration certificate that carries information about your student status and the immigration conditions of your stay in the UK. You are advised to carry your police registration certificate with you but keep your passport in a safe place.

Please direct any queries regarding police registration to: tier4compliance@dundee.ac.uk

Additional Information

Reporting Lost/Stolen Biometric Residence Permit

It is important to keep your BRP safe as it is your evidence of your right to stay in the UK. However, if your BRP is lost/stolen, you must report to the police. You must also report to the Home Office. Lost/stolen BRPs can be reported from inside or outside the UK via the following website:-

http://uod.ac.uk/intl-055

The following details are required to report a lost/stolen BRP:

➢ Full Name
➢ Date of Birth
➢ Nationality
➢ Email or postal address

It is important also to inform International Advice Service (IAS) by emailing internationalsupport@dundee.ac.uk to report your lost/stolen BRP as the University will require this information for compliance purpose and to assist you with a replacement application if required.

You will not be able to use your BRP if found after it is reported lost/stolen. Please do not make any arrangement to travel outside the UK until you obtain a replacement!

Walking directions to Tayside Police Headquarters
(0.6 miles – about 12 minutes)

Head southeast on Small’s Wynd towards Nethergate

Turn left at Nethergate

Turn left at A991/W Marketgait