Guidance for Undergraduate & Postgraduate Students and the Parents or Guardians of Undergraduate & Postgraduate Students aged under 18 on Entry

The University is committed to the safety and well-being of all its students. Students who are under 18 are regarded as minors under UK law. We therefore ask that you consider the following points before deciding whether to accept our offer of a place:

1. The University does not assume parental responsibility for a student under the age of 18. Students and their families should be aware that the University of West London is an adult environment. Students are expected to behave like adults and to assume adult levels of responsibility; displaying the necessary skills to study alongside people from a wide variety of backgrounds. The usual personal and academic support arrangements that apply to students who are 18 and over will also apply to students who are under 18 years.

2. The University acknowledges that some legal restrictions apply to students who are under 18 e.g. prohibition on the consumption of alcohol on licensed premises and the sale/supply of DVDs/videos with a British Board of Film Classification of 18 years of age.

3. Students who are 16 or over have the legal capacity to consent to medical treatment. Parents/guardians must be aware that the University therefore cannot provide any consent for emergency medical treatment for a student. Students who are under 18 may have any refusal to consent to life-saving treatment overridden by a parent, but the views of the child must be taken into account. Emergency contact details must therefore be provided to the University prior to the student’s arrival. In such circumstances, decisions about treatment and treatment itself will be a matter for the medical practitioners.

4. Students who are under 18 have the legal capacity to enter into contracts for education and necessary accommodation and will be liable for fees and charges payable under those contracts. Parents are asked to guarantee obligations under any other contracts with the University for which those under 18 do not have the requisite legal capacity (e.g. gym membership).

5. It is the University’s usual policy that it deals with students (with whom it has a contractual relationship) and not with parents. This approach will also usually apply to students who are under the age of 18 and the University will correspond direct with the students, rather than parents.

6. Although those under 18 are regarded as minors under the law, they still have the right under the Data Protection Act for information about them not to be disclosed without their
consent or as otherwise permitted by the Data Protection Act. This means that the University is not able to give information to parents or guardians regarding the student’s progress, results or any other personal circumstances unless the student has given their specific consent or such disclosure would otherwise be in accordance with the Data Protection Act. Students under the age of 18 must be prepared to consent for personal information to be released to parents or guardians in the event of medical emergencies and on medical advice. Insofar as the parent/guardian has guaranteed the student’s obligations, the University may correspond with the parent/guardian in respect of any liability under those guarantor arrangements.

7. Alcohol will not be sold to students under the age of 18 anywhere on University premises. The consumption of alcohol by students under 18 is not permitted on University licensed premises, but it is not unlawful for students who are 16 or 17 to consume beer, wine or cider on licensed premises provided that they are having a meal and they are accompanied by an adult. The Students’ Union is responsible for ensuring that it does not supply alcohol to students who are under 18.

8. Students under the age of 18 will not be able to hold office in University or Students’ Union clubs and societies.

9. Parents and guardians of students under 18 should note that internet access is unrestricted at the University, except where a student is studying a Further Education course. Students under 18 will be expected to observe the same rules and regulations about acceptable use of the internet as all other students.

10. Any suspicions or allegations of abuse of students who are under 18 will be handled and reported as necessary and appropriate in accordance with the University’s Safeguarding Children Policy.

11. The relevant Head of School will be notified, prior to registration, of any student within their School who will be under the age of 18 on entry to the University. The student’s personal tutor will be notified; other staff may be also notified as necessary and appropriate.

12. Parents should recognise that residential accommodation offered by the University is generally intended for the use of adults and that, save in exceptional circumstances, special arrangements cannot be made for students who are under the age of 18 years. Where a student takes private accommodation (ie accommodation not owned, managed or organised by the University), parents/guardians are responsible for organising and approving such private arrangements.

**Additional information for international students**

1. Where an under 18 student is from overseas and the parents remain abroad, the University requires contact details of a guardian in the UK for the student. The guardian must be reasonably accessible to the student and the University should the need arise. The University requires a copy of the guardian’s agreement with the parents in which the
guardian asserts that they will act on the parents’ behalf until the student’s 18th birthday. Parents should assure themselves that the guardian is suitable and the University accepts no liability or responsibility in respect of the arrangements between parents and guardian. Parents should take independent advice if required.

2. International students who will be under 18 at the time of application and/or enrolment at the University must ensure that they provide the University with such information as is requested in order for the University to issue a CAS and to receive any other information required from the student prior to his/her arrival in the UK, in addition to the terms of this policy. International students are advised to contact the University’s International office if they have any queries in this regard.


The decision letter that you receive from the UKVI, Home Office, will advise you of the BRP collection point at your designated Post Office and its location.

- Students under 18 years collecting a BRP from a Post Office, will need to be accompanied by a Responsible Adult who requires pre-approval from the Home Office (even if they are a parent or legal guardian).

- Alternately a nominated person from the university’s student services Immigration Advice Team can collect the card, on your behalf, for this service you should contact the university as soon as you arrive at the UK. StudentAdvice@uwl.ac.uk

Please note that the approval can take around 5 working days.

For further information please read the guidance notes at: https://www.gov.uk/biometric-residence-permits/collect
Applicant Parental/Guardian Consent Form for students who are under 18

1. I have read and acknowledge the contents of the University's Guidance for Students and the Parents or Guardians of Students aged under 18 on Entry.
2. I acknowledge that The University of West London does not accept parental responsibility for my child and will not act in loco parentis.
3. I acknowledge that The University of West London is an adult environment and that my son/daughter/ward will generally be treated as an adult.
4. I acknowledge that my son/daughter has the capacity to enter into contracts for education and necessary accommodation but until their 18th birthday will not be legally competent to enter into all legal contracts. In circumstances where a person must be aged 18 or over to be legally competent to enter into a contract, I will guarantee all such obligations under any contracts with the University that my son/daughter enters into prior to his or her 18th birthday.
5. I acknowledge that while studying at the University of West London my son or daughter will be subject to UK law and the rules of the University.
6. I acknowledge that the University of West London cannot release information relating to my son or daughter, either academic or personal, without my son or daughter giving the University express consent for this or as otherwise permitted by the Data Protection Act.
7. If I live overseas, I agree to provide the University with a copy of the required guardian agreement.

Name of Applicant: 
Applicant Reference Number: 
Name of Parent/Guardian: 
Contact details of Parent/Guardian: 

I declare that I have read and accept the above conditions
Signed: 
Relationship: 
Date: 

I have discussed the course with an academic representative from the School/ Department. I am aware of the activities that will be undertaken and I sign this form in that knowledge.

Please return this form to: Admissions Office, University of West London, St. Mary's Road, London W5 5RF, or Email: admissions@uwl.ac.uk