



BIMM
INSTITUTE

Proof of Identity & Qualifications - BIMM Institute Germany

Proof of Identity

Why do I need to prove my identity?

Whether you are a new or existing student, we need to confirm your identity when you enrol with us. We are required by law to determine your right to study in the EU We will only ask for enough information to allow us to manage your course.

What do I need to provide?

New students

To confirm your identity, we need to verify your name and address and your right to reside and study in the EU.

Current students

We will tell you if you need to provide evidence of your name and address once we have processed your enrolment.

Forms of identification:

Please ensure you have proof of one of the following types of identification, as your original document will be checked during the enrolment process:

UK/EU/EEA Students:

- A valid Passport
- Government-issued Identity Card

Please contact the Enrolment Support team for alternative options, if you do not have proof of the above.

International Students:

- A valid Passport (non-EU students must also supplement this with their Visa)

A member of our enrolment team may contact you to confirm the additional documentation needed. We may also ask you for additional documentation which demonstrates your right-to-study, such as proof of your student visa.

Your identification must still be 'valid', meaning the expiry date hasn't passed. We advise arranging the renewal of your identification when the document has less than 6-months validity remaining.

If you cannot provide proof of identification using a passport or government-issued Identity Card, please contact the Enrolment Support team for alternative options enrolmentsupport@bimm.ac.uk.

Proof of Qualifications

To enrol you with us, we need to have a record of your educational achievements.

REQUIREMENTS

- An official certificate or letter headed document issued by your previous educational institution, detailing your official grades
- Please upload these as PDF scans to the Enrolment Portal.

Student Photo

You are also required to provide a photo of yourself. This will be added to your student record and your BIMM ID card.

REQUIREMENTS

- A recent passport-style photo of yourself
- You can use a selfie, but we need to be able to clearly see your whole face from the shoulders upwards.
- The photo must be in colour, with no filters
- The file type must be **jpg**.