



Find your way to work

International students: working in the UK 2007-08

www.bia.homeoffice.gov.uk
www.educationuk.org

Uma Palaniappan came from Malaysia to study for an MSc in Ergonomics at Loughborough University in 2003. She currently works with one of the world's premier engine manufacturers, Rolls-Royce, in the UK. Here's what she said about the scheme:

'The International Graduates Scheme is a great opportunity for international graduates. It gives them sufficient experience in their area to make them more marketable back home. I wanted to work in the UK because my field – ergonomics – was not sufficiently established back in Malaysia to further develop my skill set. Rolls-Royce has always had a graduate scheme that accepts international students. They take advantage of the fact that it is a global world.'

An outstanding investment for your future

UK qualifications are recognised and valued all over the world – in academic institutions, in commerce, industry and government.

This is a direct result of the UK's lengthy tradition of high-quality education, its continuing commitment to innovation and modernity, and the value it places upon the individual.

For all of these reasons a UK education represents a great investment in the future – an

investment in opportunity, earning power, advancement, career and personal fulfilment.

But you can now make your UK experience work even harder for your future by getting some valuable work experience, improving your language skills and enhancing your CV.

Your future employer will be looking for smart, creative, team-orientated people who can contribute experience and skills to the success of their business.

The facts you need to know

This guide will tell you the facts you need to know about working in the UK as well as giving you links to other valuable sources of information.

It explains the permissions or visas you may need, and your freedom to work in the UK for up to 20 hours in term time, full-time during the holidays, and on work placements, sandwich courses and internships.

It also gives you details about full-time employment, career and business opportunities after you've qualified, through our International Graduates Scheme, the Fresh Talent: Working in Scotland Scheme and a variety of other schemes available to you.

A two-year post-study scheme for those with a degree or higher qualification will be introduced from spring 2008.

Putting your abilities to work

We hope that these opportunities will help you to get to know British people and society better, put your abilities to work, and help you develop personal and practical skills.

They will also enable you to get first-hand experience of the workplace,

consider career choices, make professional contacts, and gain the kind of experience that will help you stand out from the crowd.

It's all part of the multidimensional learning experience that the UK offers.

International students working in the UK 2007–08

I am an international student.

Can I work in the UK?

Yes, but your nationality will determine what conditions you need to meet so that you can work in the UK. Please read the following information carefully.

I am an international student from a European Economic Area (EEA) country. I'm a national of:

Austria	Belgium
Republic of Cyprus	Denmark
Finland	France
Germany	Greece
Iceland	Ireland
Italy	Liechtenstein
Luxembourg	Malta
Netherlands	Norway
Portugal	Spain
Sweden	Switzerland
UK	

Can I work in the UK?

Yes. As a student from a European Economic Area (EEA) country, you don't need permission to work in the UK. Be ready to show an employer your passport or identity card as proof you are a national of one of the above EEA countries.

The remainder of this leaflet doesn't apply to you.

I'm a national of:

Czech Republic	Estonia
Hungary	Latvia
Lithuania	Poland
Slovakia	Slovenia

Can I work in the UK?

Yes, but check whether you need to register under the Worker Registration Scheme on the Working in the UK website at: www.bia.homeoffice.gov.uk – click on 'Working in the UK' and scroll down to 'Worker Registration Scheme'.

The remainder of this leaflet doesn't apply to you.

I'm a national of:

Bulgaria	Romania
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Can I work in the UK?

Yes, but check whether you need to register under the Worker Authorisation Scheme on the Working in the UK website at: www.bia.homeoffice.gov.uk – click on 'Working in the UK' and then click on 'Bulgarian and Romanian nationals' and follow the appropriate links.

The remainder of this leaflet doesn't apply to you.

I'm a student from outside the European Economic Area.

Can I work in the UK?

If your application for leave to stay in the UK as a student has been successful, you should be given a passport sticker that allows you to:

- work part-time up to 20 hours a week during term time and work full-time during your holidays
- work full-time at the end of your studies, during the period when your course has finished but your immigration permission to be in the UK has not yet expired (normally for a maximum period of four months)
- work full-time when your studies have finished, while you wait to hear whether an International Graduates Scheme application is successful (provided you make your application for the International Graduates Scheme before your student immigration

permission expires); you can carry on working full-time even after your student immigration permission expires if you are still waiting for a decision on your International Graduates Scheme application at that stage (until a decision is made)

- take a work placement with an employer (sandwich students), and
- take an internship placement with an employer.

However, while in the UK with permission as a student, you must be able to show that you can afford to study and live in the UK without needing to work.

You should not work if your visa or entry clearance sticker or immigration stamp or UK Residence Permit states 'No work or recourse to public funds' or 'No recourse to public funds. Work prohibited'.

Please read the remainder of this leaflet.

Working on an internship in Invest NI (Northern Ireland) was just amazing! Every day was a challenge, but totally meaningful and enjoyable. As a Marketing Assistant, my job was highly related to Invest NI's strategy: to advance the economy by encouraging internationalisation, innovation and entrepreneurship. I did my utmost in my job and received great appreciation from my colleagues. Because of my capability, I was even delegated a project where I had significant involvement in the decision-making process relating to a multimillion pound inward investment! To maximise my contribution, I served the Sports and Social Committee within Invest NI voluntarily. Due to my performance and voluntary work, I was voted as 'Best Newcomer of 2006' by the entire staff and was rewarded at the Annual Staff Conference.

Yu Huai Zhang (Queen's University Belfast)

What conditions apply to the hours and types of work I can do?

As an international student from outside the EEA, you may not:

- work for more than 20 hours a week during term time, except in the case of an agreed work placement or internship
- engage in business, self-employment or provide services as a professional sportsperson or entertainer
- pursue a career by filling a permanent full-time vacancy.

Do I need to get permission to work?

No. All international students from outside the EEA who have been given permission to study in the UK (except student visitors – see page 11) are authorised to work, subject to the conditions above. You don't need permission from a Jobcentre Plus office or individual permission from the Department for Work and Pensions or from the Border and Immigration Agency for a sandwich course or internship placement.

What does a student visa or passport stamp state about work?

An entry clearance or immigration officer's stamp that allows a student to study states: 'No recourse to public funds. Work (and any changes) must be authorised'. If these words appear in your passport, you are allowed to work in the UK, subject to the conditions above.

The opportunities we're given as students [in the UK] are incredible. Establishments in the field are so very willing to take us on for work tasters... These placements inspire me to study hard and contribute similarly to society back home. So far, I have worked with a high-street chemist and been to several hospital pharmacies to see what it is like. To me, that says a lot about the attitude over here; believing, rather than not, in the abilities of a person, and always ready to give others a chance – while holding yourself to the highest standards. My working experiences are probably the highlight of my stay here in the UK.

Sook Meng Chung (Cardiff University)

If you have been granted an extension of stay as a student by the Home Office Border and Immigration Agency, the United Kingdom Residence Permit (UKRP) in your passport will state, 'Limited leave to remain in the UK. No recourse to public funds. Able to work as authorised by the Secretary of State'. The permit will state the date on which your permission to remain in the UK will expire.

Consent or authorisation on an individual basis from the UK government is no longer required.

You are authorised to work in the UK, subject to the conditions above.

I'm on a short course (six months or less). What can I do if my entry clearance or passport stamp doesn't allow me to work?

From 1 September 2007, you will need to apply for a student entry clearance before you leave your country in order to study in the UK. This applies whether or not you are a 'visa national'.

Check the third line of your entry clearance sticker:

- if it says that it is a 'visitor' type of visa, it will not be possible for you to get the condition changed; if your visitor visa was issued on or after 1 September 2007 you must not study or work in the UK
- if it says that it is a 'student visitor' type of visa, it will not be possible for you to get the condition changed; you must not work in the UK.



If it says that it is a 'student' type of visa you are allowed to work (subject to conditions described above).

If you are unsure of the type of entry clearance you have, you can get advice from an international student adviser at your place of study, or if there is not one, telephone UKCISA's advice line (+44 (0)20 7107 9922 – Monday to Friday, between 1300 and 1600).

I intend to travel to the UK to take a short course (six months or less). How can I get conditions that will allow me to work in the UK?

You should apply for entry clearance and tell the entry clearance officer (ECO) that you would like to be allowed to work in the UK. The ECO will then check if you meet the immigration rules for students. If you do, you will be given conditions that allow you to work (subject to conditions described above).



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Can I work my way through college or university?

You must be able to support and accommodate yourself and any dependants without working in the UK and without recourse to public funds (these are described in the Home Office leaflet *Information about students*).

However, when your means are assessed, anticipated income can be taken into account if your UK institution:

- is a publicly funded institution of further or higher education which is itself providing and guaranteeing the employment (and has provided details of how much you will earn), or

- is able, if you are a sandwich course student, to guarantee that there is a job available and how much you will earn.

You can use accumulated savings from your work in the UK to show you have the financial means to take another course if you wish to continue studying in the UK.

Can my family members work while I study in the UK?

Your husband, wife or civil partner or children will receive immigration conditions that will allow them to work if your leave (permission) to enter or remain in the UK as a student lasts for 12 months or more. This is the case even if the family members' leave is less than 12 months. They should make sure they have a copy of your passport if they are travelling after you as the entry clearance officer will need to see the pages showing your name, entry clearance sticker and how long your permission lasts.

If your permission was granted for less than 12 months your family members will not receive immigration conditions that will allow them to work.

Do I need a visa to study in the UK?

Yes. From 1 September 2007 all students wishing to study in the UK must apply for student entry clearance before arriving in the UK. This applies to all nationalities (except for British Nationals (Overseas), British Overseas Territories citizens, British Overseas citizens, British protected persons and British subjects). If, however, you are studying in the UK for six months or less and:

- do not wish to take part-time or vacation employment
- do not intend to undertake a work placement or internship (paid or unpaid) as part of your course, or
- know that there is no possibility you will want to extend your stay in the UK

you may qualify for permission to enter under the new category of Student Visitor. Visa nationals require a Student Visitor visa before travelling to the UK;

non-visa nationals can apply for this permission on arrival at the port or airport by producing the required documents. People who enter as student visitors are not allowed to extend their stay in the UK as students. Further information about this new category can be found at:

www.ukvisas.gov.uk

You should see the Foreign and Commonwealth Office leaflet *British Visa Requirements, Information for Students* (INF5). This is available from www.ukvisas.gov.uk

If you have not yet travelled to the UK, a printed copy can be obtained free from any British Embassy, High Commission or Consulate which operates an entry clearance service. If you are already in the UK, you can obtain a printed copy from Visa Correspondence Section, UKvisas, London SW1A 2AH, telephone 0845 010 5555 or go to: www.ukvisas.gov.uk/enquiries

I worked as a market researcher at Think Tank at Millennium Point in Birmingham. I was part of an intensive four-day project to develop a renovation plan for the complex according to visitors' feedback from interviews. Through this experience I've learned how to approach people of different ages and backgrounds. I also have learned how to work in a team efficiently and how to deliver work on deadlines under pressure. Generally, having a part-time job alongside my studies enhanced my managerial and administrative skills.

Ola Doudin (University of Birmingham)



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What are the immigration rules for students?

The rules relating to students are contained in Part 3 of the Immigration Rules and are available on the Border and Immigration Agency website at www.bia.homeoffice.gov.uk

You should also see the Home Office Border and Immigration Agency leaflet *Information about Students*. Printed leaflets can be obtained from:

Applications Forms Unit, 13th Floor, Lunar House, 40 Wellesley Road, Croydon CR9 2BY or by telephoning 0870 241 0645.

Some general information about students can be found on the Border and Immigration Agency website at www.bia.homeoffice.gov.uk

What is a sandwich course?

A sandwich course is a course that includes a clearly defined work placement, which is approved by the institution providing the course. Students subject to conditions restricting employment are allowed to follow a sandwich course provided that:

- the course leads to a degree or to a qualification awarded by a nationally recognised examining body, and
- the work placement must be clearly defined, be approved by the university or college providing the course and must not extend beyond the end of the course.

What is an internship?

An internship is a short period of paid work, which an employer may offer a potential employee. The internship may be offered to a student on a first or higher degree course in the UK, even if the potential permanent employment is outside the UK. You can take an internship, provided:

- you have not previously undertaken an internship with that employer
- the internship is not for longer than three months
- it is an established part of the employer's recruitment procedure

- it offers pay and conditions of employment comparable to those for a 'resident worker' doing the same kind of work
- it is completed within the current period of leave as a student.

Working while studying

Applicants who meet the requirements of the Immigration Rules for students are normally given immigration conditions in their passports that allow them to work part-time up to 20 hours a week during term-time and full-time during vacations.

From 1 September 2007 students on courses of six months or less who do not wish to take part-time employment, undertake a work placement/internship (paid or unpaid) as part of their course or extend their stay in the UK can enter the UK under the new category of Student Visitor. Such students are given leave that prohibits employment. If a student, on a short course of six months or less, wishes to work (subject to the conditions above) the student will need to apply for a student entry clearance before arriving in the UK.

Do I need a National Insurance number?

You will need to apply for a National Insurance number but you do not need to have received your National Insurance number before you can start work. You can make an appointment for a National Insurance number interview by telephoning 0845 600 0643, between 0800 and 1800 Monday to Friday. If you are hard of hearing, or have speech difficulties, call 0845 600 0644.

At the interview you will need to prove your identity and right to work in the UK (for example, by providing a document such as your passport, birth certificate or bank statement) and details of when you received a job offer or started work.

Your employer can allow you to start work, before your National Insurance number is issued and should deduct National Insurance contributions. It may take between six and twelve weeks after the interview for your National Insurance card to be issued.

For further information, go to: www.jobcentreplus.gov.uk and www.dwp.gov.uk



Can I stay in the UK to work after I have finished studying?

This depends on whether you meet the requirements for any of the schemes that the UK government operates. If applying to stay in the UK to work in any of the categories below, there is no need to show that you can afford to stay in the UK without needing to work. For further details go to the Home Office's Working in the UK website (www.bia.homeoffice.gov.uk) and click on 'Schemes and Programmes'.

At the moment, the schemes that are most suitable for students who have finished their studies are:

■ International Graduates Scheme

for all those who have obtained a UK degree or postgraduate certificate or diploma on or after 1 May 2007, or a degree completed before this date from a list of qualifying courses. This scheme allows many students to apply to stay in the UK for up to a year in any kind of job without needing a work permit, or to be self-employed or to set up a business. You can apply for a maximum of 12 months under the scheme but will not be able to apply again even if you later complete another qualification. However, you may qualify to move from the scheme to work permit employment or into the Highly Skilled Migrant Programme or Innovators scheme.

■ Fresh Talent:

Working in Scotland Scheme

for all those who have successfully completed a HND, undergraduate degree course, Master's, PhD, or postgraduate certificate or diploma at a Scottish further or higher education institution to apply to stay in Scotland for up to two years after completing their studies in order to work. There are no restrictions on the type of paid work.

■ Work Permit Scheme

for jobs where no one suitable can be recruited, and occupations where there is a shortage of qualified workers.

■ Training and Work Experience Scheme

for work-based training for a professional or specialist qualification, or work experience.

■ Highly Skilled Migrant Programme

for those with degrees and work experience and prior earnings at a certain level.

■ The Innovators scheme

for entrepreneurs.

■ Points-based system

a new points-based system (PBS) for controlling migration, which is being phased in over the next two years and will replace all of the categories described above. Tier 1 will include a 'post-study' category, incorporating the International Graduates Scheme and Fresh Talent to allow international students to work in the UK for two years on completion of their degree studies.

Tier 1 will also include an 'Entrepreneurs' category, incorporating the current Innovators scheme and a 'general' category incorporating the Highly Skilled Migrant Programme. For more information, please go to www.bia.homeoffice.gov.uk, then click on 'Managing our borders' and then 'Managing migration'.

The Fresh Talent Scheme greatly simplified the process of working in Scotland after my MSc and was a major plus point in my deciding to work as a bioinformatician with the University after I had finished my course.

Sujai Kumar (University of Edinburgh)

Note to employers

Employing international students is legal subject to the conditions outlined in this leaflet.

In addition, you can employ an international student even if he or she has not yet received a final National Insurance number.

Employers need to ensure that they see either of the following original documents and that it relates to the person they wish to employ:

- a passport or national identity card issued by a state that is a party to the European Economic Area Agreement and which describes the holder as a national of that state, or
- a passport or other travel document endorsed to show that the person named has current leave to remain in the United Kingdom and is not precluded from taking employment in question.

Employers should make a copy or record of this document.

This leaflet is for international students in the United Kingdom (England, Scotland, Wales and Northern Ireland) and explains the rules on taking work in the UK. It is a guide and aims to answer frequently asked questions. If it does not answer all your questions please go to www.bia.homeoffice.gov.uk/workingintheuk





The UK means the United Kingdom and consists of England, Scotland, Wales (Great Britain) and Northern Ireland.

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