



University of
Sheffield

Working in the UK During Study as an International Student: Visa Conditions

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A WORLD
TOP 100
UNIVERSITY

Welcome



Welcome. I am an immigration adviser from the International Student Support Advice & Compliance team (ISSAC) at the University of Sheffield, only our team are authorised to provide immigration advice to students, their dependants and recent graduates within the University. Please contact us with your immigration issues



Disclaimer. Content is correct at time of session (13.09.2023) but immigration rules are subject to frequent change. If you are relying on this information in the future you should check the latest immigration rules & guidance



This talk is focussed on working during study as per Student visa conditions. The slides will be made available. See also <https://www.sheffield.ac.uk/new-students/immigration/during-study/conditions-responsibilities/working-uk-student-visa>



There will be an opportunity to ask questions at the end!

Content

Different Types of Visas and right to work

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Work Visa Conditions

- Working can allow you to earn some extra money & gain valuable work experience
- It's also great way to meet people & get more involved in the local community
- It is important to balance your full time studies with working , so the University recommends that you do not work more than 16 hours per week
- Your right to work in the UK depends on your visa type and the conditions attached to it. These can be found in the relevant Immigration Rules, <https://www.gov.uk/guidance/immigration-rules>
- It is important to understand your work conditions and it may not be clear from your BRP/Visa itself
- **Breaching your visa conditions can have serious consequences for your current and/or future visa applications.**
- As your visa sponsor the University must also report any breaches of your visa conditions to UKVI (sponsorship duties)
- The visa work conditions apply to work you are doing, whilst physically in the UK

EU Citizens & BNO & Ukraine visa holders

- **EU/EEA/Swiss Citizens (and their family members)** who lived in UK before 31.12.2020 and qualified for the [EU Settlement Scheme](#) will hold either pre-settled or settled status. They have an unlimited right to work with no restrictions on the hours or type of work they can do
- An EU citizen arriving in the UK after 31.12.2020, who does not qualify for the EUSS scheme, will be subject to work restrictions as per the visa you hold e.g. Student Route or Visitor
- Most EU citizens will have digital immigration status and will need to use the [View and Prove](#) service to check/prove their right to work. You can get a share code to give to employer
- If you hold a **British National Overseas visa** (BNO) you will have unlimited right to work
- **Ukrainian refugees** who hold Ukraine Family, Ukraine Sponsorship or a Ukraine Extension scheme visas can also work without restriction
- If you have a different type of visa or leave to remain, you should check the relevant immigration rules for your right to work

Student Visitors

Short term student visa

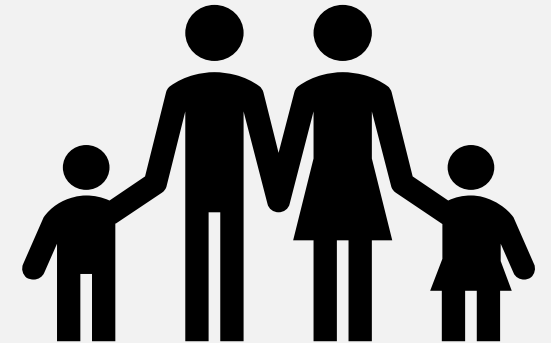
- (e.g. on an 11 month English language course)
- Cannot work, do work experience or placements, or engage in business activity
- See <https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-short-term-student-english-language>

Visitor visa

- (e.g. Erasmus students on study abroad courses up to 6 months)
- Cannot work in the UK, undertake work experience or engage in business activity
- This includes unpaid work
- Up to 30 days volunteering is permitted
- See <https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-v-visitor>

Student Dependants

- Can work if student has 9 months+ student permission above degree level
- Can work unlimited hours
- Can be temporary or permanent contracts
- Can be self employed
- Cannot work as professional sportsperson
- Dependants can also study
- Check they have right work conditions on BRP, we are seeing some mistakes!
- Other PBS Dependants should also have right to work
- Further Student Dependant Information can be found at <https://www.sheffield.ac.uk/new-students/registration/international-students/dependants>



Student Visas

- Work rights will usually be specified on your BRP/Visa
- E.G. 20 hours per week during term time.
- The wording can vary and does not explain your full work rights
- It is important to check your BRP does have the correct work hours.
- Also check your visa decision letter from UKVI, this should specify visa duration and conditions-check for errors!!
- You may have digital immigration status, everyone will have digital status after 31.12.2024 when BRP's will be phased out by UKVI.



Student Visa Work Restrictions

Most type of work is allowed apart from

- No professional sportsperson/coach (Please see [UKVI's definition \(pages 94 & 95 of the Student Guidance\)](#))
- No professional entertainer
- It might be possible if placement related to degree or if you have a sports scholarship
- *“amateur” is defined as ‘a person who engages in a sport or creative activity solely for personal enjoyment and who is not seeking to derive a living from the activity’.*
- No full time permanent role*
- No self employment/engagement in business activity e.g. freelance work, setting up business, sole trader, company director
- **If you are unsure how this applies to your situation, please contact ISSAC**
- See <https://www.gov.uk/guidance/immigration-rules/appendix-student>
- <https://www.gov.uk/government/publications/points-based-system-student-route>



Working Hours

You can work 20 hours per week during term time.

Or 10 hours if studying below degree level e.g. ELTC

You can work full-time during official vacation periods

You can also work full-time before course starts and after course completion until your visa expires

A week is from Monday to Sunday (not rolling 7 day period)

The University of Sheffield recommends 16 hours a week.

Working full time during vacations



Official Vacation Dates

To view or prove official vacation periods see <https://www.sheffield.ac.uk/about/dates/current-and-future-semester>



What counts as Vacation

Official vacation dates and the time before course starts and the 'wrap up' period between your course ends and your visa expiry date



Undergraduates

Full time in Summer, Christmas and Easter vacations



Postgraduate Taught Students

Full time in Christmas and Easter vacation. Term time conditions apply during the summer vacation if completing dissertation

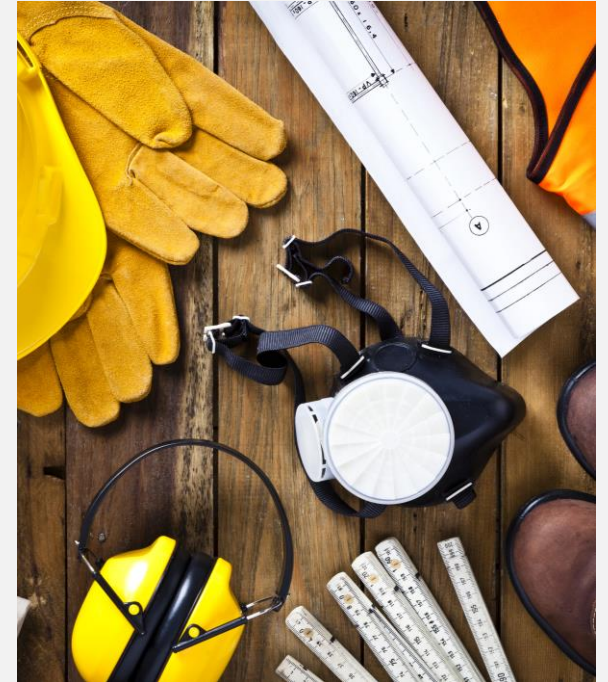


Research Students

Full time in vacation which has been agreed with supervisor. Usually 30 working days per year plus bank holidays, ideally a full week

Work Placements

- The placement must be an integral & assessed part of course.
- It cannot be more than 50% of the total course duration
- Work placements can be paid or unpaid and can be full time, even in term time. The work endorsement in your passport or on your biometric residence permit does not state this, but the [Home Office guidance for employers](#) explains it.
- You can also work up to 20 hours in addition to the full time placement
- Attendance monitoring by University Department required throughout placement
- If you have applied for a degree with Year in Industry your visa should cover this
- In most cases, it is possible to add YII and extend your student visa to cover the added work placement year
- See <https://www.sheffield.ac.uk/new-students/immigration/during-study/conditions-responsibilities/working-uk-student-visa/work-placements>
- If you want to do a non assessed full time placement/internship, you would have to do it during vacation/wrap up period or you could do a part time placement in term time (20 hours)



Volunteering & Unpaid Work

Volunteering

- No contract of employment
- Not paid in any form (some limited expenses are OK)
- Hours spent volunteering will not be included in permitted working hours
- Usually with a charity or public sector organization
- Do not take place of employee

Voluntary/Unpaid work

- May have regular hours/ contract/some payment
- Will be counted towards permitted working hours
- **Check out Sheffield Volunteering for information on volunteering opportunities at <https://www.sheffieldvolunteering.com>**



Work after studies

- For more details about working on your student visa after studies and/or post study work visa options see <https://www.sheffield.ac.uk/post-study-support/immigration/after-studies/working-after-your-studies>
- This includes information about the **Graduate Immigration Route (GIR), Skilled Worker and Global Talent Visas** including eligibility criteria.
- Recent rule changes prevent students working full time before their official course end
- You can apply for the Graduate Route (GIR) visa when you have successfully completed your degree (after official results). You can start full time permanent work when you have made a GIR visa application, if your Student visa was granted after 06.04.2022. Otherwise must wait for GIR application to be granted.
- You can make a Skilled Worker visa application in the final 3 months of your degree, but you cannot start permanent work for the employer until after your course completion date.
- PhD students can switch to Skilled Worker after 24 months, but should only start full time permanent work when they have receive the Skilled Worker visa



University of
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Wednesday Work Visa drop ins.

Are you an international student thinking about working in the UK after your studies?

Come along to our Wednesday Work Visa drop ins for advice on post study work visa options!

1.30 - 4.30pm every Wednesday in the ISSAC Office, Level 3 Students' Union Building.

Scan the QR Code for more information about working in the UK after your studies.



Proving your right to work

- It is a legal requirement for an employer to check your right to work.
- <https://www.gov.uk/government/collections/right-to-work-checks-employer-guidance>
- From 6 April 2022 you are required to use a share code to prove digital right to work not BRP/Visa see <https://www.gov.uk/prove-right-to-work>
- Provide a print out of University vacation/semester dates or get letter from Supervisor confirming any vacation period
- SSiD can provide student status certificate which will show course registration dates,
<https://students.sheffield.ac.uk/ssid/contacts/ssid>
- If you have a pending visa, documents are with UKVI or unable to get a share code employer can use Employer Checking service to verify your right to work <https://www.gov.uk/employee-immigration-employment-status>



National Insurance

- You can apply for a National insurance number via <https://www.gov.uk/apply-national-insurance-number>

This is a unique number used to record national insurance contributions which you pay if earning over £242 per week

You can start work without one but will need to get one if you start work, even if you do not earn enough to pay NI contributions

- There can be delays at busy times
- They are free to obtain so please do not apply via third party/agency who will charge you a fee
- You may need to show evidence of looking for work or job offer when applying
- To apply online you will need your BRP, Passport or EU ID card- you may be required to attend appointment but will be informed after making online application

Income Tax & Pay

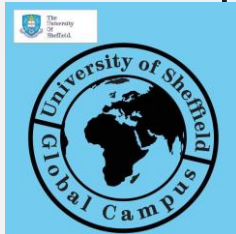
- For details on when you have to pay tax and personal tax allowances, visit <https://www.gov.uk/income-tax>
- Tax year April-March, the personal allowance £12,570 or £1042 per month, you will pay tax on earnings above this (20% rate up to £50,270)
- If you do pay tax but do not earn the PTA you can claim refund <https://www.gov.uk/claim-tax-refund>
- Tax is normally deducted from pay at source , PAYE
- Employers are required to pay you the appropriate minimum or living wage. This is dependant on your age. <https://www.gov.uk/national-minimum-wage-rates>
- They should also provide you with a wage slip, be cautious about cash in hand work!
- They should also comply with relevant laws relating to health and safety, working hours and anti discrimination policies. [Visit Gov.UK for more information](#)

Finding Work & the Careers & Employability Service

- A good starting point is to register with the University's Jobshop, which is part of the University Careers & Employability Service
- See <https://www.sheffield.ac.uk/jobs/myjobshop-> they advertise part-time casual and full time graduate roles
- The careers service provides comprehensive website information and 1:1 advice and support with finding work, writing CV's, preparing job applications and mock interviews
- See <https://www.sheffield.ac.uk/careers> & <https://careerconnect.sheffield.ac.uk>
- They run regular events, talks, workshops and jobs fairs throughout the year including some aimed at International Students e.g. work visa talks with me !
- Your Dept may also have a designated employability adviser, so look out for information from them

ISSAC Support & Contact

- **If you have questions around your student visa, work rights or post study visa options or other immigration issue, please contact ISSAC via**
- Email (webform): https://shef.qualtrics.com/jfe/form/SV_0BSpRkcCT7JZnBc
- In person (drop in): Level 3, Students' Union (9.30-12.30 and 1.30 to 4.30 Mon- Fri)
- Live chat: <https://www.sheffield.ac.uk/ssid/contacts/iss-> (10am-12pm and 2pm-4pm Mon-Fri)
- Tel: 0044 114 222 9679 (10am-12pm and 2pm-4pm Mon- Fri)
- Social media:



@sheffglobal



谢大国际学生服务

Any Questions?

Thank You for attending today.

I hope you found it useful !

I wish you all the very best with your studies
& hope you enjoy your time with us in Sheffield.

