

## Employing Overseas Students

The University of Chester is keen to support incoming international students who wish to gain work experience in the UK alongside their studies.

### UKVI Sponsorship

The University is registered with the Home Office (UKVI) as a Sponsor for the purposes of student immigration. Where an individual is approved to enter the UK on a Student visa to study at Chester, the University gains some duties in relation to that student. The Home Office require the University to check that our student visa holders are engaging with their studies and attending their classes on a full-time basis. We must withdraw the visa sponsorship and terminate studies for students who fail to meet with these visa conditions, and they then lose their work and study permissions accordingly.

### Study First

We remind our sponsored students that they have been granted a visa to enter the UK for the purpose of full-time study including attending face-to-face classes. Our message to students is always “Study First”, meaning that any paid or voluntary work must not affect their engagement with studies.

### Right to Work

Under the UKVI rules employers are required to ensure that their staff have the right to work in the UK. If you employ a University of Chester student who has a Student visa, you can be assured that this person initially had the right to work, and this would be maintained if they comply with their visa conditions with regards to attending their classes and making academic progress. All students have access to their full timetable on the “Chester App” on their mobile devices, and employers and students are asked to work together to ensure the student does not work when they should be in class.

### 20 Hours Per Week

International students with a Student visa must not work more than 20 hours per week in term time. This includes voluntary work, on the job training, or induction / onboarding weeks with a new employer. Always check the work restriction printed on the Biometric Residence Permit, as some can only work 10 hours.

## Sunday to Saturday

The UKVI state that a working week is Sunday to Saturday. The 20 hours restriction cannot be carried over from week to week and is cumulative across all the student's part-time jobs and work activities.

## Full-Time Work

A sponsored student can work full time during the vacation periods or when they have completed studies.

## University Vacation Dates

Are available from <https://www1.chester.ac.uk/vacationdates>






## Types of Work

Student visa holders may NOT:

- ✘ Fill a full-time permanent vacancy
- ✘ Be self-employed or engaging in business activity
- ✘ Be employed as a doctor or dentist in training
- ✘ Be employed as a professional sports person (including sports coach)
- ✘ Be employed as an entertainer

## Workers' Rights

All workers including students employed on a part-time basis are entitled to:

-  Be given a copy of their terms and conditions
-  Be paid at least the National Minimum Wage
-  Be supplied with an itemised payslip when they are paid
-  Be employed in a safe working environment
-  Not feel threatened, intimidated, or feel they cannot leave the workplace or get a different job.

## Modern Slavery

Overseas students can be vulnerable to exploitation. It is in all our interests to protect these students. The University of Chester works with the UKVI and GLAA, and provides workers' rights information to all new students. Further information can be obtained from the Gangmasters and Labour Abuse Authority <https://www.gla.gov.uk/publications/resources/>.

## Protect your Business

If you are ever in doubt whether a student still has permission to work in the UK, the UKVI can provide guidance if you call them on 0300 790 6268.