

WELCOME TO GREENWICH

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UK Visas & Immigration (UKVI)

- UKVI is a division in the Home Office that is responsible for the governance of the UK visa system
- UKVI manage all applications from businesses and colleges who wish to become sponsors. Sponsors have the ability to bring foreign nationals to their organisation
- UKVI manage applications from all foreign nationals who wish to live and work in the UK

What is a sponsor?

- Simply put, a Sponsor is an organisation that is allowed to employ or enrol workers and students. Greenwich can sponsor both
- UKVI give each sponsor a rating: A-Rating or B-Rating
- A-rated sponsors like Greenwich are able to act in accordance with the law and hire workers at their discretion
- All workers that are hired on visas must have specific documents retained on file
- All sponsors are subject to inspections from the government and are solely responsible for all sponsored migrants

How has Brexit impacted UK immigration?

- Under the old rules nationals of the EU, EEA and Switzerland were able to come and work in the UK without the need for a visa. Since Brexit this is no longer the case
- EU, EEA and Swiss nationals who were in the UK before 31 December 2020 were able to apply for “Pre-Settled Status ” or “Settled Status” under the EU Settlement Scheme
- The EU Settlement Scheme was brought into play to ensure these nationals could remain and work in the UK without the need to apply for a visa
- The cut-off point for applying for this “Settled Status” was 30th June 2021

How has Brexit impacted UK immigration?

- “Settled Status” allows individuals to stay in the UK for as long as they like
- They can usually apply for citizenship once they have “Settled Status” in the UK for 12 months

How has Brexit impacted UK immigration?

- Any EU, EEA or Swiss national that did not apply for the EU Settlement Scheme prior to 30 June 2021 now needs to apply for a visa to live and work in the UK
- This has significantly lengthened the overall visa process for EU, EEA and Swiss nationals
- UKVI have been inundated with visa applications which means that the usual Application Process SLA of 8 weeks is often missed.

Right to Work Documents

It is important that everyone is aware of the basic right to work documents that must be retained on a migrant worker's file:

- **Passport**

Front cover, photo page, UK Entry Stamp and any other page containing information indicating the individual has the right to enter or remain in the UK

- **Biometric Residence Permit (BRP)**

Copies should be taken of the front and back of the BRP. The permit should be current and any work restrictions should be noted

Right to Work Documents

- **Birth of Adoption Certificate / Proof of National Insurance**

Birth of adoption certificates issued in the UK, which includes the name of at least one of the holder's parents or adoptive parents together with proof of National Insurance can be accepted

National Insurance must be either a National Insurance Card, P45 or P60

- **Employer Checking Service (ECS)**

We need to ensure that we conduct an ECS check if a candidate cannot show their right to work documents. It is an online verification which confirms an applicant's right to work in the UK. Any time this is needed you can ask the UKVI Team

Other important documents

- Contract of employment
- Detailed Job Description (JD)
- Up to date contact details (address, phone number, email address)
- Evidence of salary payments
- Attendance, absence and sickness records

Tiers & Visa Categories

- **Global Talent Visa (Tier 1)**

You can apply for this visa if you're a leader or potential leader in Academia, Research, Arts, Culture and digital technology. This is a self sponsored visa meaning the University does not have to sponsor this visa

- **Skilled Worker Visa (this used to be called Tier 2 General)**

This is the most commonly used route for foreign workers to come to the university and work. Typical roles under this visa type are: Professor, Researcher, Lecturer or Senior Lecturer

- **Student Visa (Tier 4)**

Issued to students allowing them to study in the UK. Students are allowed to work for a **maximum** of 20 hours per week during term times

Tiers & Visa Categories

- **Youth Mobility Scheme (Tier 5)**

This is a shorter term visa issued to those who are new entrants into the world of work

- **Dependent Visa**

There are foreign nationals who hold dependent visas which allows them to work in the UK

- **Indefinite Leave to Remain**

This is granted to a person who is allowed to remain in the UK indefinitely

Greenwich's Tasks and Responsibilities

- All copies of the employee right to work check must be taken before they join the university (we need to ensure that we carry out the right to work checks as soon as possible)
- Retaining all documents outlined in Appendix D of the UKVI Guidance
- Ensuring the manager of the visa dependant employee understands their responsibilities
- Remaining fully compliant with UKVI guidelines

Greenwich's Tasks and Responsibilities

- We must ensure all of the sponsored migrants required documents are stored in line with Appendix D
- Ensuring all information regarding our sponsored migrant population is up to date, and reported to UKVI within the requisite timeframes
- Under no circumstances can we have any instances of illegal working
- We have to mitigate any risk to the University

What happens if we do not comply

Some consequences are less severe than others, but they are inclusive of the below:

- Civil Penalties
- Loss of A-Rated Sponsor Status (downgrade and Action Plan)
- Withdrawal of Sponsorship Licence
- Financial Impact
- Reputational Impact
- Close Notices and Compliance Orders
- Custodial Sentences
- Unlimited Fine



When do we get in touch with the UKVI team?

Whenever you have a query about:

- Visa issues
- Allocating the appropriate pay scales for sponsored workers
- Sponsor compliance
- Whether a person can/should be hired or not
- Right to work
- Immigration process
- Or anything else related to UKVI

All you need to do is contact HR-UKVI@greewich.ac.uk