

Student Staff (Jobshop & PGRTA) Guidance and Information

August 2023

Student Staff (Jobshop & PGRTA)

The University employs student staff members. These are current University of Greenwich students who are either working in the Jobshop area or as a Postgraduate Research/Teaching Assistant (PGRTA).

It is imperative that student staff undertake a right to work check before they begin work, regardless of their nationality or visa status.

Please note, a formal offer will not be sent until a right to work check has been undertaken. No one is able to begin work without a formal signed offer letter.

Student staff who are on a student visa, **must** adhere to the terms and conditions of their visa. Anyone on a student visa can only work a **maximum** of 20 hours per week.

The University of Greenwich's student Jobshop and PGRTA policies state that all student staff, regardless of nationality, can work a **maximum** of 20 hours per week. This cannot be exceeded under any circumstances, unless the student has written agreement from the Staff Visa Compliance team.

Please note, even in these cases, visa terms and conditions must always be adhered to.

Please see the below links for more information:

[PGRTA Handbook](#)