**Declaration for Tier 4 Visa Holders**

To be signed before any commencement of work

As a Student Visa holder, my permission to work within the UK is limited by the terms of my Visa, and I understand that any work, whether as a casual worker or contracted employee, paid or unpaid, counts towards my weekly limit, as stated below:

**PhD and Postgraduate research students** - A maximum 20 hours paid or unpaid work per week, all year round

**Undergraduate and Postgraduate taught students** - A maximum of 20 hours paid or unpaid work per week in all employments during term time

**Students undertaking courses below degree level (below RQF level 6)** - A maximum of 10 hours paid or unpaid work per week in all employments during term time

The types of roles that are included in calculating total hours worked are:

* Student Demonstrating/Tutorial Assistant duties
* Student Ambassador duties
* Student Union Officer
* Paid casual work
* Work experience
* Voluntary work
* Any other type of paid or unpaid work

**I understand that working hours are calculated on a weekly basis running from Monday to Sunday, rather than a monthly average.**

**I understand that I must not accept work, either paid or unpaid, which would bring my total hours above the limit shown on my Student Visa for each week, including all the work being undertaken.**

**I understand that I cannot be self-employed or engage in business activity.**

**I declare that in accepting this offer of work, the total weekly hours including any other work I may carry out for Swansea University and/or any other employer, will not result in a breach of the terms of my visa.**

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| Name (please print): |  | | | | |
| Passport No: |  | Country of issue: | | |  |
| Visa Type: | Visa No: | | | | |
| Visa No: |  | Visa Expiry: | |  | |
| University Sponsoring Visa: |  | | | | |
| Term Dates | *Term dates should be detailed or attached. If no term dates are provided, hourly restrictions will be effective year round.* | | | | |
| Signed: |  | | Date: | |  |

***The original passport and visa must be verified in the presence of the holder, copied, signed, dated & attached***.