

GUIDANCE DOCUMENT

Assessing restrictions on working hours for Tier 4 visa holders during
University of Sussex (UoS) Term / University of Sussex (UoS) Vacation periods

IMPORTANT

Before any work over 20 hours is issued, please contact HR Compliance at hrcompliance@sussex.ac.uk

**POSTGRADUATE
(RESEARCH)**
i.e. PhD, DPhil

UoS TERM TIME

until thesis is accepted

**maximum of 20 hours per week
(Monday - Sunday)**

for UoS term time dates, refer to
<http://www.sussex.ac.uk/about/term-dates>

EXCEPTIONS DURING UoS TERM TIME

if students are on postgraduate (research) annual leave

unlimited

there is no restriction on the number of hours
students can work during this period
for the UoS policy on annual leave for postgraduate
(research) students, refer to
<http://www.sussex.ac.uk/rsao/regulations>

TEMPORARY WITHDRAWAL

none

students are not allowed to work at all

PERMANENT WITHDRAWAL

none

students are not allowed to work at all

UoS VACATION PERIODS

until thesis is accepted

**maximum of 20 hours per week
(Monday - Sunday)**

for UoS vacation periods, refer to
<http://www.sussex.ac.uk/rsao/regulations>

EXCEPTIONS DURING UoS VACATION PERIODS

if students are on postgraduate (research) annual leave

unlimited

there is no restriction on the number of hours
students can work during this period
for the UoS policy on annual leave for postgraduate
(research) students, refer to
<http://www.sussex.ac.uk/rsao/regulations>

ONCE THE VIVA TAKES PLACE

PASSED UNCONDITIONALLY

unlimited

there is no restriction on the number of hours
students can work
students can work until their visa expires or they
leave the UK

CORRECTIONS NEEDED

**maximum of 20 hours per week
(Monday - Sunday)**

THESIS TO BE RESUBMITTED

**maximum of 20 hours per week
(Monday - Sunday)**

once the thesis has been resubmitted and the
Research Student Administration Office has
confirmed there are no further academic
commitments, students can work unlimited hours
until their visa expires or they leave the UK