This policy sets out Birminghan Newman U approach to employing workers from overseas. We will comply with our legal obligations in relation to employing workers from overseas. We value workers from overseas and the knowledge and skills they can contribute to creativity, innovation and productivity within the institution. This may include performing jobs which require specialist skills that are not available in the UK, or vacancies for jobs

The University

recognises its responsibility in recruiting migrant workers, carrying out the necessary checks and making sure the law is followed.

The University will not employ anyone who does not have a legal right to work in the UK. All offers of employment we make will be subject to the job applicant providing us with:

- the required original documents (which we will verify with the job applicant in person or remotely by via a live video link); or
- the information we need to be able to carry out a check using the Home Office
 online <u>right to work</u> service confirming the job applicant's right to do the work in
 question (for us to be able to conduct an online check, the individual must have
 shared their right to work details with us using the Home Office <u>prove</u>
 your <u>right to work to an employer</u> online service by providing their share code and
 date of birth

that the employee does not, or does not appear to, have the right to work in the UK, we

Applicants must have a confirmed job offer and their employment sponsored by a UK employer licensed by the Home Office.

• Youth Mobility Scheme - The UK has arrangements in place with ten countries and

First 12 months	£364	£1,000
Each additional 6 months	£182	£500

Further guidance about the immigration skills charge can be found here: https://www.gov.uk/uk-visa-sponsorship-employers/immigration-