

For additional information on working in the UK:

targetjobs.co.uk/careers-advice/international-students

Going back home:

For students returning home after their studies, be aware that the required CV format may vary from country to country.

Country specific information on working overseas is available on the Careers & Employability Service website including online job boards for international students returning home after their studies, or for those looking to relocate to other countries:

www.beds.ac.uk/careers/jobs/international

Contact the Careers team if you have any further questions about working during or after your studies.

Luton Campus:

Careers and Employability Service
University of Bedfordshire
University Square
Luton, Bedfordshire LU1 3JU

Located on the ground floor of the Campus Centre
Tel: +44 (0)1582 489293

Bedford Campus:

Careers and Employability Service
University of Bedfordshire
Polhill Avenue
Bedford, MK41 9EA

Located by the SID Desk, 1st Floor, Gateway
Tel: +44 (0)1234 793072

Students can also contact us via:

E-mail:
careers@beds.ac.uk

SiD Online:
<https://sso.beds.ac.uk/my.policy>

For further information and opening times:

www.beds.ac.uk/careers

Working in the UK

Whether you are an undergraduate or postgraduate student, working whilst at university will benefit you in a number of ways, providing an opportunity to:

- Improve your English language skills
- Learn new skills for your future career
- Get an insight into the UK working culture
- Meet new people/make friends
- Gain experience to enhance your CV

How many hours can I work whilst in the UK?

Generally, for most international students the following rules apply regarding eligibility to work in the UK:

- No more than 20 hours a week during term time
- Full-time during vacations
- A work placement as part of your course, providing it does not amount to more than 50% of the course
- Working as a Student Union sabbatical officer for up to two years

For some courses other restrictions apply - you will find out more at: beds.ac.uk/international/visas/working-in-the-uk/

National Insurance Number

This is a unique personal number which is used to record your National Insurance (NI) contributions. You must obtain one in order to work in the UK. You can apply for an NI number by calling the National Insurance number application line on 0800 141 2079. You may be required to attend an interview and show documents such as your passport/birth certificate. Full details are available online from:

gov.uk/apply-national-insurance-number

Finding work & placements

The Careers and Employability Service offer support to international students who are looking for work whilst they are at university. Our advisers can help you with:

- Finding placements, internships and part-time work opportunities
- Writing effective CVs and applications
- Interview preparation and skills

We run a drop-in service for quick queries or longer sessions which can be booked in advance. To find out more, call into our office or visit us online:

beds.ac.uk/careers/advice

For further information about jobs and careers:

beds.ac.uk/careers/international-students/

The University's International Office offer support to international students including visas and work:

beds.ac.uk/international

What should I be doing?

- Prepare a UK style CV - our CV guide will help you; beds.ac.uk/careers/cv
- Look at the jobs section of local newspapers for

After university