

PBS Recruiting and Monitoring

Procedure

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PBS Recruiting and Monitoring Procedure

Overview

1. The University is required to consider immigration requirements/implications for all prospective international (non-European Economic Area) staff and existing staff. Different obligations and procedures apply dependent on the immigration status of the individual(s) concerned and the nature of employment the University is offering.
2. It is acknowledged that this is a complex legal area, heavily dependent on individual circumstances and subject to short notice legislative and Home Office policy changes. Consequently, this procedure is designed to cover the most common circumstances and to maximise compliance.
3. Individuals will normally be eligible to work in the UK if they are in one of the following categories:
 - A legal national of the UK or another country in the European Economic Area (EEA) or a Swiss national.
 - A dependent, husband, wife or civil partner of a UK or EEA national or individual who has an existing right to work in the UK and who holds a dependent visa.
 - Possesses Indefinite Leave to Remain or a UK ancestry visa.
 - Possesses a Tier 1 visa as defined below.
 - Possesses a Tier 4 (Student) visa as defined below which generally entitles them to work up to a maximum of 20 hours per week, dependent on level of study and when the work is undertaken in the academic year.

Eligibility to work in the UK is a condition of employment with the University and all new and existing employees have an obligation to provide evidence in this regard.

4. Where there is no existing eligibility to work in the UK or where the current eligibility is insufficient for the work proposed, an application may be made to Home Office for permission to work in the UK through the Points Based System of Immigration (PBS), prior to employment commencing.
5. The relevant categories under the PBS for the University's purposes are:

Tier 1 (Exceptional Talent): Individuals who are based abroad and are internationally recognised at the highest level as world leaders in their particular field or who have demonstrated exceptional promise and are likely to become world leaders in their particular field can make an application via this route.

Individuals must check eligibility and/or make applications for Tier 1 status directly with the Home Office. The University cannot make an application on their behalf. Further guidance can be found on the UK [Government website](#).

Tier 2 (General): Individuals are sponsored by the University to work in a specific post of a medium to high skill nature. The University is given an annual allocation of “unrestricted” Certificates of Sponsorship (CoS) which are applicable to existing employees who are looking to extend their stay in the UK in order to continue to work for the University, new employees who will be earning £159,600 per annum or more and new employees who are already in the UK and are eligible to switch into Tier 2 (General). “Restricted” CoS are requested from UKVI for individuals based overseas at the point of application or who are currently in the UK as the dependent of another migrant who was last granted leave under Tier 4, who will earn less than £159,600

Tier 4 (Student): Individuals in this category are generally permitted to work up to 20 hours per week during term-time and full-time outwith term-time until their visa expires (dependent on level of study and when the work is undertaken). No changes are required to the visa to allow this to happen. It should be noted that PhD students do not have set term-times and are limited to 20 hours per week all year round.

Tier 5 (Government Authorised Exchange): Individuals are sponsored by the University to come to the UK for a period of up to 24 months via approved Government Authorised Exchange schemes to share knowledge, experience and best practices and to experience the social and cultural life of the UK. This category cannot be used to fill job vacancies or to bring unskilled labour to the UK.

6. The University has an A-rated licence to sponsor employees under Tier 2 and Tier 5.

Tier 2 Certificates of Sponsorship Procedure

Recruitment

7. In order for a Tier 2 CoS to be raised for an individual a number of criteria must be met, namely:
 - The job which the migrant worker has been offered must be at a minimum skill level equivalent to NQF level 6 as identified by the Standard Occupational Classification (SOC) code published by the Office of National Statistics (SOC) which best represents the job in question. The SOC codes most frequently used by the University are outlined in Appendix A however generally NQF level 6 would indicate a skill level equivalent to first degree or above.
 - The salary level offered must be a minimum of £30,000 unless the migrant is considered to be a 'new entrant' where the higher of £20,800 or the minimum rate for the job set out in the relevant code of practice for the SOC code as published by UKVI would apply. Particular attention should be paid to whether the New Entrant or Experienced rate is applicable to the individual for whom the Certificate of Sponsorship is being raised. The salary amount is based on gross salary which includes any guaranteed bonuses and any allowances detailed in UKVI guidance. Some historical rules apply in cases where the migrant worker has previously been granted leave prior to 24 November 2016.
 - Unless a specific exemption applies¹ or the job is on the government shortage occupation list, it will be necessary for the University to test the labour market to establish whether there are any settled workers available to fill the job. UKVI refers to this as the "Resident Labour Market Test" (RLMT) and has set very specific criteria on what this test should look like including a requirement for advertising for a minimum of 28 calendar days in total over a maximum of two stages with a minimum of 7 calendar days for each stage.
 - It is also noted that current Tier 2 rules include a 12 month "cooling-off period", i.e. if an individual leaves the UK following a period of Tier 2 work, they cannot re-enter the UK

¹ Exemption applies where:

- **Continuing to work in the same occupation:** RLMT is not needed for a migrant already working for University who needs to extend their leave to continue in same job.
- **Shortage occupations:** RLMT is not needed to recruit into shortage occupations.
- **Post-Study Work:** the migrant is already in the UK and is applying to 'switch' into Tier 2(General) and has leave to remain in one of the following:
 - Tier 1 (Post-Study Work);
 - Tier 1 (Graduate Entrepreneur);
 - or
 - The migrant has permission to stay in the UK as a Tier 4 migrant or student and they have received final results confirming they have passed or will be/have been awarded: a UK recognised bachelor's or master's degree; a course leading to a UK Postgraduate Certificate in Education or a Post Graduate Diploma of Education; or they have completed a minimum of 12 months' study in the UK towards a UK PhD.
- **High earners:** Where the gross annual salary for the job will be £159,600 or above.
- **Academic leave:** where the University previously sponsored the migrant who is returning to their post after a period of academic leave (as long as they were previously granted leave to enter or remain under Tier 2 (general) and the break in employment was solely due to the academic leave).
- **Established researcher:** where the University wishes to sponsor a migrant to continue to work as a member of an existing research team and the migrant previously worked with the lead researcher as part of their team for a continuous 12-month period immediately before the date of application (or for 12 out of 24 months before, if the migrant has been on family leave or long-term sick leave during that time).
- **Supernumerary research positions:** where the migrant has been issued a scientific research award or fellowship by an external organisation; that award is not transferrable and the role wouldn't be filled by anyone else if the migrant withdrew from the project and the award or fellowship has ended but the University is continuing to sponsor the migrant so that they can continue to undertake this research;
- **Postgraduate doctors and dentists in speciality training:**
- **High Value inward investment programmes:** [unlikely to apply to University]

under Tier 2 for a period of 12 months with the exception of where the salary level is £159,600 or above.

8. Outline process for meeting the RLMT (responsible parties in bold):
- a. **Recruiting Managers** will discuss with their **HR Adviser** (or equivalent HR recruitment lead) the likelihood of suitably qualified candidates being available within the EEA and agree a recruitment process accordingly. The University recruits to a wide variety of posts at different skill levels and with different specialisms. Typically, academic, research and teaching posts are the most specialised and therefore most likely to require recruitment of individuals from outwith the EEA area and therefore most likely to require a CoS.
 - b. **Recruiting Manager** and HR Adviser agree whether a requirement for a CoS is possible.
 - c. **Recruiting Manager** submits advertising paperwork and agreed recruitment schedule to HR.
 - d. **HR Adviser** will check the advertising wording and further particulars to ensure these documents contains the information required by Home Office (job title, main duties and responsibilities, the location of the job, salary range, skills, qualifications and experience required, closing date for applications).
 - e. **HR Assistant** arranges for advert to be placed in relevant media as per the agreed recruitment schedule and takes screen shots of websites which provides evidence for date of advert post, date advert removed and closing date for applications. Where print media has been used, similar evidence should be retained. Although it is no longer a Home Office requirement to advertise all PhD level posts in the Jobcentre Plus “find a job” website, the University has determined that these jobs should be advertised via this route and that evidence should be retained that this has occurred. For Tier 2 Certificates of Sponsorship it is a requirement that posts are advertised in at least two media, one of which may include the University website.
 - f. **Shortlisting Panel** meets and decides on shortlisted candidates for interview against the criteria set out in the advert and further particulars.
 - g. **HR Adviser** checks shortlisting paperwork against the criteria set out in the advert and further particulars.
 - h. **Interview Panel** meets candidates and assesses against the criteria set out in the advert and further particulars ensuring compliance with Home Office requirements which state that a migrant worker can only be appointed where there are no suitable settled workers to fill the job or, in cases where the job falls within a number of PhD level SOC Codes² which will be applicable to many University cases, where a migrant worker is the most suitable candidate.
 - i. **Interview Panel** fully complete all assessment forms and interview decision form as issued by HR with interview packs and submit to HR. The assessment forms form part of Home Office data retention requirements and must be completed. Any failure to complete will delay the offer being made to a migrant worker until these are received.

² 2111 – Chemical Scientists; 2112 – Biological Scientists and Biochemists; 2113 – Physical Scientists; 2114 – Social and humanities scientists; 2119 – Natural and social science professionals not elsewhere classified; 2150 – Research and development managers; 2311 – HE Teaching Professionals

- j. **HR Adviser** checks interview assessment forms and interview decision form. Where a migrant worker has been selected for offer, compliance with Home Office requirements is verified. Where compliance with Home Office requirements is not evident, the matter is re-referred to the Chair of the Interview Panel for clarification before progressing to offer.
 - k. **HR Adviser** makes the formal offer subject to CoS and leave to remain/enter application being successful.
9. There may be occasions when the Recruiting Manager and HR Adviser have agreed at the outset that the appointment of a migrant worker is unlikely and timescales or media for recruitment do not fulfil UKVI requirements in respect to the RLMT. In circumstances where this is the case but the only/most suitable candidate requires a CoS, a further RLMT will be necessary. The **HR Adviser** should communicate this to the candidate and explain that a formal offer cannot be made until the RLMT has been met in full. The post should then be advertised for a further period to ensure compliance and the same steps followed in relation to shortlisting and interviews. Where no alternative candidate is available through this process, the post can progress to formal offer to the migrant worker. Where a suitable or better quality 'settled' candidate is identified through this process, the post should be offered to this settled worker.

Obtaining the Certificate of Sponsorship

- 10. Level 1 and Level 2 Users (SMS Users) of the Sponsorship Management System (SMS) within HR are responsible for assigning CoS for Tier 2 and Tier 5 categories via the SMS.
- 11. Outline process for assigning CoS:
 - a. **SMS User** requests additional supporting documentation from candidate (normally relevant qualifications and passport)
 - b. **Candidate** provides supporting documentation promptly to allow CoS to be processed
 - c. **SMS User** completes Tier 2 Checklist and compiles pack of RLMT documentary evidence and other supporting documentation
 - d. **SMS User** has Tier 2 Checklist audited and countersigned by **HR Manager**
 - e. **SMS User** completes required fields via the SMS to allocate the CoS or, in the case of restricted CoS, requests this via the SMS within the 3 month period before the start date of appointment
 - f. On approval, **SMS User** writes formally to candidate confirming CoS reference and advising them to apply for further leave to remain/biometric residence permit or leave to enter country
 - g. **SMS User** adds case and all relevant information to HR/Payroll System
 - h. If the request is rejected, the **SMS User** should advise the **HR Manager** and a decision made on how the matter should be progressed
 - i. **SMS User** provides **HR Assistant** responsible for compiling personal file the Tier 2 Checklist and supporting documentation for inclusion on file
 - j. **Candidate** makes application for permission to enter the UK or permission to stay in the UK following receipt of CoS reference and within the 3 month period before the of start date of employment

- k. If the leave to remain granted by the Home Office is for a shorter time period than the original contract offer, the **HR Adviser** will issue the **Candidate** with a revised offer of employment confirming continued employment beyond the leave to remain expiry date is dependent on further leave to remain being granted, where this has not already been indicated.
12. It should be noted that, even if the University has been given a Tier 2 Certificate of Sponsorship for the post, there is no guarantee that the candidate will be given a Tier 2 visa.
13. The University covers the cost of the Tier 2 Certificate of Sponsorship however the candidate is required to pay a relevant fee when making a visa application and will also be required to submit original documentation to Home Office as part of this application process. If a relocation package has been agreed as part of the recruitment process, it is possible for the candidate to use part of this allowance to cover the fee amount. A loan facility is also available to candidates and existing employees to access which can be repaid over a time period of up to 6 months.
14. The candidate's application for permission to enter the UK or permission to stay in the UK is managed between the candidate and the Home Office. The University has no formal role in this application beyond providing the CoS reference. The candidate should however advise the University at the earliest opportunity of the outcome of this application or any delays in the application being processed.
15. On or prior to the first day of employment all new employees are required to report in person to the HR Office and provide evidence of their eligibility to work in the UK. In the case of migrant workers, this includes a certified copy of the biometric residence permit issued by UKVI. The **HR Adviser** or **HR Assistant** who meets with the new employee at this time is responsible for updating the HR/Payroll System with relevant details taken from documents and for filing copies of these in the individual's personal file.

Extensions

16. Expiry dates of right to work documentation will be recorded on the HR/Payroll System.
17. As part of the process which is used in the management of Fixed Term Contracts, **HR** will advise Heads of Department/School of any fixed term contract expiry dates in their area six months in advance of the contract expiry. Reminders are sent four and two months before the expiry of contract if no response from the Department/School has been received. This includes those fixed term contract expiry dates which correlate with the expiry of the current leave to remain for migrant workers.
18. Three months before the expiry date of the visa, if it is intended that the employee will remain employed by the University after this expiry date, the **HR Adviser** will contact the **Employee** and the Head of Department/School regarding the extension to the visa.
19. The **Employee** should raise the matter with their Head of Department/School (and the HR Adviser) if contact has not been made on the issue by two months prior to the expiry of the visa.
20. The **Line Manager** will raise any required associated paperwork to ensure all supporting evidence is in place to allow the CoS extension to be progressed e.g. in cases where the extension to visa relates to an extension to contract not previously authorised the Authority to Appoint (ATA) should be fully authorised before the request to extend the visa is made.
21. When all supporting processes have been concluded and all relevant documentation is available, the CoS will be raised as per paragraph 11.

22. A Tier 2 extension must be made when the relevant employee is in the UK. If the **Employee** will be undertaking international travel near the expiry date for their visa they must check that they can return to the UK and make an extension application before the expiry date.
23. If the Employee obtains a different post with the University but this post is within the same SOC code and the salary level is at least at the level they are currently employed on or the minimum for the SOC code, a new CoS is not required. Where this is not the case and the post is not on the list of government recognised shortage occupations, a new application must be made and the requirements set out in paragraph 7 met.
24. The University covers the cost of the Tier 2 Certificate of Sponsorship extension however the candidate is required to pay the relevant fee when making a visa application and will also be required to submit original documentation to the Home Office as part of this application process. As above, a loan facility is available to assist employees in managing the costs associated with this process.
25. It should be noted that there is no guarantee of a Tier 2 Certificate of Sponsorship being granted to cover the extension for the post, and even where the CoS is granted, there is no guarantee that the candidate will be given a Tier 2 visa extension by the Home Office.

Tier 5 (Government Authorised Exchange)

26. In order for a Tier 5 CoS to be raised, the individual researcher (including academics, researchers, scientists, research engineers and other skilled research technology specialists) must be hosted at the University and fall under an approved scheme within one of the following categories:
 - A Work Experience Programme aimed at giving migrants experience of work in the UK up to a maximum of 12 months.
 - A Research Programme which allow migrants to undertake research programmes or fellowships within the University up to a maximum of 24 months, to undertake:
 - a formal research project or collaboration;
 - a period of work-based training/work experience/internship/placement;
 - skills development/knowledge transfer;
 - a series of lectures, which doesn't amount to a formal teaching post; or external examinationsThe researcher may be funded by their host (the University), their overseas employer or an independent UK or non-UK funding body. The researcher cannot be self-funded and must be in receipt of funding which at least meets the National Minimum Wage.
 - An overseas language programme which is fully or partially paid for by an overseas government or an organisation affiliated to an overseas government, for a maximum period of 24 months
 - A Training Programme which for a maximum period of 24 months offers formal, practical training in science and medicine to postgraduate students to allow them to gain their full qualification before leaving the UK.
27. The University has an established scheme for research programmes which can be utilised to recruit sponsored researchers.
28. A sponsored researcher cannot be employed to fill an existing job vacancy or where, if the researcher was not sponsored to undertake the work, the work would be undertaken by someone else. The role that they undertake must be supernumerary.
29. Outline process for assigning Tier 5 CoS
 - a. **Line Manager** who wishes to sponsor a researcher must complete the relevant request form, including obtaining Head of Department authorisation, and submit to HR with supporting documentation

- b. **SMS User** requests additional supporting documentation from Sponsored Researcher
 - c. **Sponsored Researcher** provides supporting documentation promptly to allow CoS to be processed
 - d. **SMS User** completes Tier 5 Checklist and compiles pack of documentary evidence and other supporting documentation
 - e. **SMS User** has Tier 5 Checklist audited and countersigned by **HR Manager**
 - f. **SMS User** completes required fields via the SMS to allocate the CoS or, in the case of restricted CoS, requests this via the SMS within the 3 month period before the start date of appointment
 - g. On approval, **SMS User** writes formally to candidate confirming CoS reference and advising them to apply for further leave to remain/biometric residence permit or leave to enter the country
 - h. **SMS User** adds case and all relevant information to the HR/Payroll System.
 - i. If the request is rejected, the **SMS User** should advise the **HR Manager** to enable a decision to be made as to how the matter should be progressed
 - j. **SMS User** provides **HR Assistant** responsible for compiling personal file the Tier 5 Checklist and supporting documentation for inclusion on file
 - k. **Sponsored Researcher** makes application for permission to enter the UK or permission to stay in the UK following receipt of CoS reference and within the 3-month period before the start date of employment
30. It should be noted that, even if the University has been given a Tier 5 Certificate of Sponsorship for the post, there is no guarantee that the candidate will be given a Tier 5 visa.
31. The University covers the cost of the Tier 5 Certificate of Sponsorship however the candidate is required to pay a relevant fee when making a visa application and will also be required to submit original documentation to the Home Office as part of this application process.
32. The candidate's application for permission to enter the UK or permission to stay in the UK is managed between the candidate and the Home Office. The University has no formal role in this application beyond providing the CoS reference. The candidate should however advise the University at the earliest opportunity of the outcome of this application or any delays in the application being processed.
33. On or prior to the first day of employment all new employees are required to report in person to the HR Office and provide evidence of their eligibility to work in the UK. In the case of migrant workers, this includes a certified copy of the biometric residence permit issued by the Home Office. The **HR Adviser** or **HR Assistant** who meets with the new employee at this time is responsible for updating the HR/Payroll System with relevant details taken from documents and for filing copies of these in the individual's personal file.

Monitoring Arrangements

34. Under Tier 2 and Tier 5 of the PBS, and as an A rated sponsor, it is necessary for the University to monitor staff attendance on an on-going basis and report any sponsored member of staff who fails to commence employment with the University, fails to attend work, resigns or has the contract of employed terminated early. A staff member in any of these situations must be reported by the University, to the Home Office, through the Sponsor Management System within 10 working days of the start date, resignation date, non-attendance date, or termination date.
35. **Sponsored staff members, employing departments/schools, and the Human Resources Team** have joint and separate responsibilities to complete the required monitoring of staff set by the Home Office.

Sponsored Staff Responsibilities

36. **Sponsored staff members** are responsible for the following:

- Maintaining up-to-date contact details either through updating HRIS, the HR information system, or through direct communication of any changes to HR. The Home Office requires that the following details are kept up to date at all times: UK residential address, UK telephone number and mobile telephone number.
- Checking their University e-mail account regularly to ensure that they are informed of any updates with respect to their employment with the University, including those related to their visa, and that they can respond promptly to any requests for information or action the University has in this regard.
- Making appropriate contact with their employing department/school in circumstances of illness or emergencies to clarify the nature of the absence and seek permission as required by normal University procedures. Failure to attend work without such contact/permission will be reported to the Home Office via the Sponsorship Management System.
- Advising their employing department/school of any intention to resign from their post and/or take up employment elsewhere in a timely manner, providing details of any future UK employer where applicable.
- Advising their employing department/school immediately (and at the latest, within 5 days of the change) and HR that they have moved into an immigration category which does not require a sponsor.
- Applying promptly for further leave to remain where the University has been granted a further certificate to extend the sponsorship period.
- If a migrant worker is travelling outwith the UK, Channel Islands, Isle of Man and Republic of Ireland (the common travel area) they must ensure that they have sufficient clearance to re-enter the UK. Where the leave to remain has been granted for a period of more than six months, this will mean that your leave to remain cannot expire whilst outwith the UK and you cannot remain outwith the UK for more than two years. Where the leave to remain has been granted for a period of less than six months, your leave will lapse if you leave the common travel area.

Department Responsibilities

37. **Employing departments/schools** are responsible for the following:

- Any new staff members who do not commence employment on the agreed start date must be reported by the University to the Home Office within 10 working days of the anticipated start date. Employing departments/schools must advise HR immediately if a sponsored new member of staff does not attend work as expected in order that the situation can be jointly monitored.
- Each department/school is required to have in place a robust process through which sponsored Tier 2 and Tier 5 staff members (along with all other staff) are effectively monitored in terms of their attendance. Employing departments/schools must advise HR immediately if a sponsored member of staff is absent from work without permission as this must be reported to the Home Office within 10 working days of the 10th day of absence. Where a member of staff is on an agreed period of annual leave and/or has made appropriate contact to advise that they are absent due to illness or similar this does not need to be reported.
- If a staff member does not attend work as expected and has not been granted permission for absence with the employing department/school, efforts should be made by the department/school to contact the staff member and establish their whereabouts.
- Staff members must be informed of the local procedures for attendance monitoring/reporting by the employing department/school, highlighting that they must comply with these procedures as a requirement of their visa.

- HR must be advised in a timely manner of any changes or proposed changes to the sponsored migrant's circumstances including: a potential promotion or change in job duties/responsibilities, a change of salary level, a period of maternity, paternity, shared parental or adoption leave, a change of location of work, a proposed extension to contract or a proposed early termination of contract/resignation.

Human Resources Responsibilities

38. **Human Resources** are responsible for the following:

- A list of all Tier 2 and Tier 5 sponsored migrants is maintained by the team.
- On an on-going basis, information including Home Office updates and changes are shared with Heads of Department/School to ensure current knowledge and any required amendment to practices.
- The HR team will regularly (usually quarterly) write to individuals currently sponsored under Tier 2 and Tier 5 to remind them of their obligations and to confirm how updates to contact details should be recorded.
- The HR team will regularly (usually quarterly) send Heads of Departments/School a list of the staff in their area that are currently subject to Tier 2 or Tier 5 permissions, including a reminder of the monitoring obligations that apply.
- The HR team will undertake all reporting requirements to the Home Office of any matters of concern or changes of circumstances. Circumstances which are required to be reported to UKVI include:
 - Reductions to salary with the exception of University wide reductions for economic reasons, reductions due to periods of maternity, paternity, shared parental or adoption leave and unpaid leave of no more than one month.
 - If the sponsored migrant does not commence employment on the agreed first day of employment with the University
 - If the employment contract is terminated earlier than the date of expiry of the CoS e.g. in cases of resignation and dismissal
 - In cases where the employee wishes to take a total of more than one month's unpaid leave within a calendar year, the University must stop sponsoring the migrant and this must be reported to the Home Office
 - In cases where the employee has switched immigration categories and no longer requires the University to sponsor them
 - Promotions or changes in job title or core duties, other than those requiring a change of employment application
 - Changes of salary other than those related to annual increments or pay awards and not requiring a change of employment application
 - Changes to salary as a result of maternity, paternity or adoption leave or sickness absence lasting one month or more
 - Changes to location of work
 - Changes which mean the employee will be affected by TUPE regulations
 - Unauthorised absence of more than 10 consecutive days. This must be reported within 10 working days after the 10th day of absence
- An HR Home Office Compliance Group meets monthly to review internal processes to ensure all appropriate action is being taken to ensure compliance with relevant legislation and guidance and that any amendments issued by the Home Office are disseminated including changes to procedures where necessary.

Appendix A. Commonly Used SOC Codes

The information on related job titles and examples of job tasks is taken from the Immigration Rules Appendix J: codes of practice for skilled workers. The codes used for the HESA return (in brackets) are based on the revised SOC 2016.

| SOC Code | 2311 |
|-------------------------|--|
| Description | Higher Education Teaching Professionals |
| RLMT Summary | RLMT must show migrant worker to be the most suitable candidate for role. Minimum salary level (New Entrant) - £25,700 Advertising for a minimum of 28 calendar days as outlined in the Code of Practice. |
| Code of Practice | Immigration Rules Appendix J: codes of practice for skilled workers https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-j-codes-of-practice-for-skilled-work |
| Skill Level | NQF 6 (PhD level) |

| SOC Code | 2119 |
|-------------------------|--|
| Description | Natural and social science professionals not elsewhere classified (includes University Researchers) |
| RLMT Summary | RLMT must show migrant worker to be the most suitable candidate for role. Minimum salary level (New Entrant) - £21,600 Advertising for a minimum of 28 calendar days as outlined in the Code of Practice. |
| Code of Practice | Immigration Rules Appendix J: codes of practice for skilled workers https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-j-codes-of-practice-for-skilled-work |
| Skill Level | NQF 6 (PhD level) |