

Immigration Costs Support

Effective

January 2022

Introduction

Brunel University London is, like many Universities, keen to explore the opportunities available across the globe.

Furthermore, we are finding excellent talent, most ideally positioned to provide input, knowledge and research in highly specialised areas that are currently residing outside the UK, and would be relocating to the UK to undertake their role at the campus.

We implemented the reviewed Relocation Policy which has been very beneficial, and we are pleased to complement this policy with additional support for employees joining the University from outside the United Kingdom in their first year of employment.

The Relocation Policy, which is in line with HMRC, affords reimbursement in respect of specific costs relating to the move to work closer to the University. The maximum level of relocation assistance provided by the University will not exceed two months' gross salary in total. An element, of up to £8,000 can be reimbursed without tax deduction – as long as the reimbursement costs are in line with the designated list of potential costs. These are fully detailed in the Relocation Policy.

Two key cost factors for candidates joining the University who require a Visa are their Visa costs and the costs of the 'Immigration Health Surcharge' which then allows the use of the NHS. Visa costs vary based on the personal circumstances and the duration of the CoS. The University undertakes to pay the Employer portion of these costs, which includes the CoS application fee and the Immigration Skill Charge (where applicable, depending on the job role of the employee). However, the employee related costs are not paid by the University. The IHS cost is currently £624 per year, paid upfront, for all visa and immigration applications, per person. Details of the visa cost and other costs that may need to be incurred will be covered on the Government page.

Support Provided

We offer support to candidates joining the University who require a sponsored visa for whom the Relocation Policy would apply and for current employees who require to extend their current Skilled Worker Visa.

1. Visa and IHS Costs for New Hires

The employee is able to claim for their own sponsored Skilled Worker Visa and IHS costs within the framework of the Relocation Policy, albeit that this reimbursement would be taxable inline with HMRC.

Therefore, the maximum agreed Relocation contribution under the Relocation Policy may also include the individual's claim for reimbursement for these costs, along with any other

Relocation costs as allowed by the policy subject to a maximum of two months' gross salary in total.

Other costs will continue (as per HMRC) to be reimbursable without tax deduction to a current maximum of £8,000.

2. Visa and IHS Costs for Current Employees Visa Extension

To support an employee who requires to extend their current Skilled Worker Visa, the University is offering an interest free loan to contribute to the cost of this, subject to holding a contract that extends up to the end date of the agreed repayment period.

Loans will be subject to a maximum value of £10,000 in line with HMRC rules. The loan will be recovered from your monthly salary payments over a period of your choice up to a maximum period of 1 year.

Employees may only claim for their own Visa costs including any other associated charges as a part of their application such as the Immigration Health Surcharge (IHS). Family member ('dependants') costs cannot be included.

How to take up the VISA and IHS Costs support

In the event you are eligible for the above, please contact the Payroll Team, who will be able to guide you accordingly.

Payroll – payroll@brunel.ac.uk