

## **ACTIVITY BASED OUTSIDE OF UCL AND STUDENT VISA HOLDERS**

All activity a student on a Student Visa undertakes as part of their programme of study that is not located at a UCL site has to be reported to the Home Office. This guidance helps to explain:

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sponsor monitoring and reporting duties. If we are not able to meet these sponsor duties, sponsorship of the Student Visa should be withdrawn.

Under our duties as a Student Visa sponsor, we are still responsible for the student throughout the period of their work placement and must continue to comply with all our sponsor duties during this time. This includes reporting to the Home Office the address and duration of the placement, informing them if the placement location changes and regularly monitoring attendance while they are on their work placement or studying abroad.

It is essential that the above rules are followed and that any details of a student on a Student Visa work placement, internship, industrial attachment or study abroad placement are sent to the Student Immigration Compliance Team so they can be reported to the Home Office.

The details that need to be sent are:

- Student details (name and student number)
- Programme title