

Guidance for UWTSD students in employment

In term time, and in usual circumstances:

The University recognises that engaging in employment may be necessary, and also helpful to the career development of students. It is important, however, that such engagement does not impact negatively with the progress of their studies.

Students should consider the impact that any paid, unpaid, voluntary, or charitable work, may have on the timely completion of their studies. It is strongly recommended that full-time students do not undertake more than 20 hours of paid or unpaid work during the normal working week.

International students must also ensure that they meet any requirements stipulated by their visa. Where students are sponsored by other organisations, they must comply at all times with any stipulations with regard to employment as laid down by their sponsors.

If the academic progress of full-time students who decide to work for more than the recommended 20 hours per week is unsatisfactory in any way, the student may be advised to reduce the number of hours worked. A full-time student who chooses not to follow the University's guidance and works for more 20 hours per week would not normally have any application for Extenuating Circumstances made on the grounds of working hours approved; working in excess of 20 hours would also not normally be grounds for an extension to the maximum time limit for completing their programme of study.

Support for matters relating to employment can be found here via the Student Hwb:

[Career Guidance » Hub \(uwtsd.ac.uk\)](#)

[Financial Support » Hub \(uwtsd.ac.uk\)](#)