

BIOMETRIC RESIDENCE PERMIT (BRP)

CHECK YOUR CARD

Check your BRP card once you have collected it

If you think there is a error on your card, you must report this within 10 days of collecting your card. Any errors must be reported on the Home Office website <https://www.gov.uk/biometric-residence-permits> or contact the International Student Support team for help.

Failure to request any error corrections, within the time limit, can be seen as a breach of your visa.

If you are re-issued with a new corrected BRP, you must provide copies (front and back) of the new BRP card to the Student Centre.

Things to check on your BRP:

- Check your **NAME, DATE OF BIRTH, NATIONALITY, GENDER** and **PLACE OF BIRTH**.
- Check the **CONDITIONS** attached to your visa.

- **Work condition**

Your BRP will tell you how many hours per week you are allowed to **work during term time**. For those students studying at degree level your BRP should state 20hrs per week during term time.

For those students studying below degree level your BRP should state 10hrs per week during term-time.

If you work more hours than permitted you could face criminal prosecution and your ability to study and stay in the UK will be affected.

- **Register with the police**

If you are studying on a course for more than 6 months and you are a national of one of the following countries you must register with the police:

Afghanistan • Algeria • Argentina • Armenia • Azerbaijan • Bahrain • Belarus • Bolivia • Brazil • China • Colombia • Cuba • Egypt • Georgia • Iran • Iraq • Israel • Jordan • Kazakhstan • Kuwait • Kyrgyzstan • Lebanon • Libya • Moldova • Morocco • North Korea • Oman • Palestine • Peru • Qatar • Russia • Saudi Arabia • Sudan • Syria • Tajikistan • Tunisia • Turkey • Turkmenistan • United Arab Emirates • Ukraine • Uzbekistan • Yemen

The requirement to register with the police will be either stated on your BRP, your vignette or on your immigration decision letter. If you do not register when you are required to do so you will be breaching your visa conditions which may affect your ability to study and stay in the UK. For details on how to register with the police please visit ask.herts.ac.uk

- Check your **VISA END DATE**.

The length of your visa should be long enough for you to complete your programme of study, plus an additional period at the end of the course as well.

Type of course	Length of course	Length of stay allowed
Main course	12 months or more	4 months after the end of your course
	6 – 12 months	2 months after the end of your course
	Less than 6 months	1 week after the end of your course
Pre-Sessional English	12 months or more	4 months after the end of your course
	6 – 12 months	2 months after the end of your course
	Less than 6 months	1 month after the end of your course

KEEP IT SAFE

Your BRP is your visa – it is proof of your right to stay, study and work in the UK. **Keep it safe.**

Make copies of your BRP (front and back) and keep those copies and your card in a safe place.

You do not need to carry your BRP in your purse/wallet - if you lose it you will need to apply and pay for a new one. Only carry it when you need to show it (e.g. when registering as a student, attending the University's visa checkpoint, opening a bank account, registering with the police or registering with a doctor).

Remember - you *must* carry your BRP when travelling in and out of the UK.

Make a note of your visa expiry date. If you need to apply for a new visa you will need to do this before your current visa expires. You must provide copies (front and back) of the new BRP card to the Student Centre.

LOST, STOLEN OR DAMAGED BRP

Any lost, stolen or damaged BRP must be reported to the Home Office.

<https://www.gov.uk/biometric-residence-permits/lost-stolen-damaged>

If your BRP is lost or stolen you must also report this to the police.

Once reported you *must* apply to replace a lost, stolen or damaged BRP. Failure to apply for a replacement BRP within the specified Home Office time limit may result in a fine of up to £1,000 and your permission to stay cancelled.

You must provide copies (front and back) of the new BRP card to the Student Centre.

If you were allowed to register on your 30 day vignette make sure that you bring your BRP to the Student Centre as soon as you have collected it, so that a copy can be scanned to your student file. Failure to do so could result in your withdrawal from the University.

For **help and advice** on any matter relating to your BRP please contact:

International Student Support

Student Centre (Hutton Hub), College Lane Campus

Email: iss@herts.ac.uk

Phone: 01707 281299