



VISITOR VISA GUIDANCE

DECEMBER 2022 V4.0



UNIVERSITY OF
LINCOLN

DEPARTMENT OF PEOPLE,
PERFORMANCE AND CULTURE

CONTENTS

ESTABLISHING WHO NEEDS A VISITOR VISA.....	3
2. REVIEW OF VISA OPTIONS.....	3
2.1 OVERVIEW OF VISITOR VISA CATEGORIES AND RESTRICTIONS.....	4
STUDENT VISITING VISA.....	4
FURTHER REFERENCES.....	9

ESTABLISHING WHO NEEDS A VISITOR VISA

If you are inviting an international visitor, you should first establish what if any eligibility to be in the UK they already have and assess whether that covers the purpose of their visit.

1. Does the visiting academic - by way of personal/other circumstances- already have an established right to enter and/or work in the UK? For instance, those already in the UK on a visa which permits work (i.e. Global Talent or Skilled Worker visa or those with Pre-settled or Settled Status)?
2. International visitors without an existing permission will be required to gain entry to the UK under an immigration category appropriate for the agreed activity. A visitor's ability to enter the UK will depend on their nationality and whether they are considered a visa or non-visa national.
 - a) **Visa Nationals** - Those considered visa nationals will need to apply for a visa before they travel to the UK. A list of visa nationals can be found in Appendix 2 of Appendix V: Immigration Rules for Visitors.
 - b) **Non-visa Nationals** - Those considered non-visa nationals can travel to the UK without a visa but they must obtain the correct stamp from the UK Border Force to allow them to work in the UK. On arrival in the UK they should ensure that they are clear in stating the purpose of their visit to ensure they are given the correct permission to enter the UK. Non-visa nationals travelling to the University of Lincoln should not use the e-gates at the airport.

The Home Office website in some cases advises that 'you do not need a visa'. However, individuals still need to enter under the correct Visitor visa route so need to be considered as all others. Please note: It is important to remember that visa free travel does not negate the need to have the correct permission to work in the UK. Without the correct permission to be in the UK then the visitor will not be able to undertake the agreed activity.

2. Review of visa options

The activities which a visitor can carry out in the UK depend on the type of Visitor visa they hold and the sub-category which the activities/purpose fall under.

2.1 Overview of visitor visa categories and restrictions

STUDENT VISITING VISA

Please note, if any of the following apply then the visitor will be classed as a Student Visitor and the Student Compliance team should be contacted in such instances:

- Visitor is a taught or research student at an overseas institution or other UK university
- Visitor will be studying or conducting research which is part of or relevant to a degree course elsewhere.

In instances whereby the Visitor is a salaried member of academic staff at another University, a student visiting visa would be appropriate where the above apply.

a. Permitted Paid Engagement (PPE)	
Suitable for:	Visiting examiners, assessors and lecturers who are coming to: <ul style="list-style-type: none"> · Give a lecture or series of lectures (but not undertake a formal teaching role), · Examine students, or · Participate in or chair selection panels
Maximum Stay:	One Month
Payment:	Yes
Must:	<ul style="list-style-type: none"> · Work scope and payment terms to be agreed prior to arrival in the UK. There is no limitation on payment amount or source. · Have an invitation from the University, in line with University template invitations and undertake a 'Right to Work Check' ahead of the work · Work must relate to their expertise/qualifications and overseas occupation. For this reason, applicants who are retired are not eligible under either the Academic or Permitted Paid Engagement (PPE) route. · Intend to leave the UK at the end of their visit.

Must Not:	<ul style="list-style-type: none"> · Be filling a normal vacancy/ replacing the formal role of the programme tutor. Hence, individuals can deliver a guest slot but cannot be responsible for the design, delivery, marking or review of the course. · Cannot extend or switch to another visa in-country
Visa application and cost:	<p>Visa application details. Application must be completed prior to travel. Includes biometric information.</p> <p>Further details on visa requirements and permitted activities: here</p>

b. Standard Visitor Visa (Business visitor)

Suitable for:	<ul style="list-style-type: none"> · Research - sharing knowledge and experience but not conducting research · Attendance at a meeting, seminar, conference or interviews (where prior arrangements have been made for the interview) · Speaking at a conference on a one-off, non-commercial, unpaid basis · People receiving specific one-off training in UK techniques and work practices (but not on-the-job training) · Secondees from overseas companies who have a contract with a UK company, provided they are being paid by the overseas company.
Maximum Stay:	6 months. A multiple entry visa for 2, 5 or 10 years is available (each visit duration maximum is six months). Cannot extend in-country beyond 6 months.
Payment:	No salary, must be self-funded. Only reasonable travel and subsistence expenses.
Must:	<ul style="list-style-type: none"> · Intend to leave the UK at the end of each visit. · Be able to maintain themselves and any dependants without having recourse to public funds or work · Be able to meet the cost of the return or onward journey from the UK · Apply for and obtain an Academic Technology Approval Scheme (ATAS) certificate, if applicable.

Must Not:	<ul style="list-style-type: none"> · Receive funding for their work from any UK source (payments of expenses, including travel or honoraria or payments on an exchange basis to cover their needs whilst in the UK may be disregarded). · Intend to take employment or engage in any work other than the activity for which they are being admitted. · Be filling a normal vacancy.
Visa application and cost:	<p>Visa application details. Further details on visa requirements and permitted activities: here</p> <p>Details and to apply for the ATAS Condition: Academic Technology Approval Scheme (ATAS).</p>

c. Standard Visitor Visa (Academic)

Suitable for:	<ul style="list-style-type: none"> · A person on sabbatical leave from an overseas academic institution who wishes to: <ul style="list-style-type: none"> · Gather information and facts for a specific project which directly relates to their employment overseas · Conduct independent research which directly relates to their role or expertise overseas · Share knowledge or advise on an international project that is being led from the UK · An academic (including doctors) taking part in an arranged exchange. For example, where the University is collaborating with an overseas university on research and exchange staff for some or all of the duration of the project (although any salary is paid by the academic's own overseas institution). · An eminent senior doctor or dentist, (i.e., someone considered to be top of their field of expertise) taking part in research, teaching or clinical practice.
Maximum Stay:	12 months
Payment:	No salary. Only reasonable travel and subsistence expenses.

Must:	<ul style="list-style-type: none"> · Be able to produce evidence that they are highly qualified in their own field of expertise (usually holding a PhD) and are currently employed and paid in that field at an academic or higher education institution overseas. It may also be possible for independent researchers who are unpaid to come to the UK under the Standard Visit visa route but they should expect to evidence substantial financial capability · Intend to leave the UK at the end of their visit. · Be able to maintain themselves and any dependants without having recourse to public funds or work. · Be able to meet the cost of the return or onward journey from the UK. · Apply for and obtain an Academic Technology Approval Scheme (ATAS) certificate, if applicable.
Must Not:	<ul style="list-style-type: none"> · Be a recent graduate who is not yet employed or who has only recently taken up an academic or research role · Be an Academic coming to the University to collaborate with University staff on University-hosted research projects. Such activities are likely to be classed as sponsored researchers and would need to apply for a GAE Sponsored visa instead. · Receive funding for their work from any UK source (payments of expenses, including travel or honoraria or payments on an exchange basis to cover their needs whilst in the UK may be disregarded). · Intend to take employment or engage in any work other than the academic activity for which they are being admitted. · Be filling a normal post or a genuine vacancy. · Normally be a recent graduate. · Be entering to study for an academic qualification (these must come in on student visa route). · Be on sabbatical leave from a private research company.
Visa application and cost:	<p>Visa application details. Further details on visa requirements and permitted activities: here</p> <p>Details and to apply for the ATAS Condition: Academic Technology Approval Scheme (ATAS).</p>

d. Sponsored Visitor on a Government Authorised Exchange (GAE) visa

Suitable for:	<ul style="list-style-type: none"> Formal project or collaboration which is funded by the host at the University, the visitor's home employer, or a funding body. Skill development or knowledge transfer Under the sponsored researchers authorised exchange scheme, sponsored researchers include academics, researchers, scientists, research engineers or other skilled research technology specialists who will be hosted by the University in a supernumerary role.
Unsuitable for:	<ul style="list-style-type: none"> Multiple visits in/out of the UK. Short, repeated visits into the UK.
Maximum Stay:	2 years
Payment:	<ul style="list-style-type: none"> Funded and paid by their host, overseas employer, or an independent UK or non-UK funding body. Must comply with UK employment law, including the National Minimum Wage Act and Maximum weekly working hours. Evidence of the funding must be provided to confirm payment that meets or is above National Minimum Wage for the duration of the visit.
Must:	<ul style="list-style-type: none"> Be sponsored by the University and meet eligibility criteria. Funding must meet National Minimum Wage (NMW). The work must be skilled at RQF Level 3 (A-Level) or above. Remain in UK under sponsor's supervision for duration of sponsorship (multiple UK entry must be reported to Home Office). Be able to comply with Home Office maintenance requirements and be funded for the full period of the visit. Apply for and obtain an Academic Technology Approval Scheme (ATAS) certificate, if applicable Adhere to UKVI reporting requirements:
Must Not:	<ul style="list-style-type: none"> Be self-funded. Fill a vacancy as part of normal staffing resources.

Please note:

- There is currently no UK immigration route that permits the University to offer informal University visits that are purely for the purpose of undertaking a work placement or work experience.
- There is currently no UK immigration route to support academic/research visits of more than 12 months and where there is no funding/payment attached to the in UK activity.

FURTHER REFERENCES

Guidance on supporting documents when applying for a Visitor visa can found in the Home Office Guide

[UKVI Caseworker Guidance relating to the Visit route](#)

[UKVI Temporary Work Caseworker Guidance](#)