

Language Assistants

Key Information for Host Institutions

Application period February-April 2021

EU Exit Impact

- EU Assistants now need visas
- For posts longer than 6 months, the International Health Surcharge (IHS) of £624 must also be reimbursed to the assistant
- Assistants need more time for visa processes
- British Council will pay for the Certificate of Sponsorship for assistants' visas
- Host institutions do **not** need to become UKVI licence holders
- **See website** for a more detailed explanation - <https://www.britishcouncil.org/school-resources/employ-language-assistant/brexit>

What is changing?

- Periods of appointment
- Application deadlines
- Visa processes for EU language assistants
- Terms and Conditions

Periods of appointment

- **Two options** : long post (October-May) ; short post (November-April)
- **Long post**: assistant pays for visa; host institutions reimburse assistant for the IHS charge (£624)
- **Short post**: no extra costs (but assistants should still ensure they have appropriate travel insurance)
- **Inductions**: planning for face-to-face and online
- **HR**: Allow time for settling-in period which may include self-isolation / quarantine
- **See website** for more detailed information - <https://www.britishcouncil.org/school-resources/employ-language-assistant>

Application Deadline and Visa Processes

- **April 30th** is the new deadline to apply to host an assistant
- No extensions permitted
- Assistant will be matched and allocated to you: by the **end of May**
- Offer letters (host institutions to send): **end May / beginning of June**
- Certificate of Sponsorship (British Council): **June**
- Visa application (Assistants): **June – July**
- Visa confirmed: **by end of August**

Terms and Conditions

- Visas and possible pandemic contexts factored in
- Pre-arrival: costs incurred upfront by assistant
- Post-allocation: Immigration Health Surcharge reimbursed by hosts for the 'long posts'
- If a host institution withdraws after sending the offer letter, the assistant may ask for reimbursement of costs incurred
- **See website** for details - <https://www.britishcouncil.org/school-resources/employ-language-assistant/complete-application/terms-conditions>