

UK VISA REQUIREMENTS

It is important to note that the UK (England, Scotland and Wales) requires a Tier 5 Visa for all internships paid or unpaid for American Citizens.

The visa process for interning in the UK is straightforward, however it can be frustrating. All internships posting on Babbette know and have agreed to promptly fill out the Proof of Internship within one week of receiving the email from the intern. Babbette internships will also make it clear if they can provide the Certificate of Sponsorship or if interns should be applying to BUNAC.

In order to have an internship of any kind (paid or unpaid) you **MUST** have a Tier 5 visa. The Tier 5 Visa is valid for up to 6 months and is necessary even if the internship is less than 1 week and is unpaid. The Tier 5 visa allows re-entry to the UK within the duration of the visa.

In order to apply for a Tier 5 Visa, you must have a Certificate of Sponsorship which can be given most easily by BUNAC. You can start filling out your BUNAC application before you have an internship, however for your application to be processed you **must** have an internship offer.

- Important things to note with BUNAC:
 1. BUNAC has a \$755 processing fee. This is **not** the Tier 5 Visa Fee, which is an additional £230 paid directly to the UK government.
 2. The Certificate of Sponsorship lasts 0-6 Months.
 3. You must be able to provide proof of \$1500 in your account when applying for the visa.
 4. Must be between 18-30 AND be a student in secondary education or have graduated within the past 12 months.
 5. Part of the BUNAC fee is helping you throughout the entire visa application process.

***BUNAC is not the only way of getting a Certificate of Sponsorship however it is the most straight forward and includes the largest array of internship varieties.*

To start your BUNAC application : www.bunac.org/usa/intern-abroad/professional/britain

Once you have your Certificate of Sponsorship you can apply for the Tier 5 Visa up to 12 weeks before the start date of your internship. BUNAC will guide you through all the next steps after you have your Certificate of Sponsorship.

- Important things to note with Tier 5 visas:
 1. You **must** have your Certificate of Sponsorship before you apply to your Visa
 2. Make sure to provide originals AND copies of the originals for ALL documentation. It is better to provide too much information rather than too little.
 3. Give yourself plenty of time to get your visa. Processing usually takes 6-8 weeks and requires that you send away your passport so you **can not** leave before you have your visa. It is usually advised that you give yourself 10 weeks before you leave the US to apply for your visa.

More information regarding the Tier 5 Visa go to:

www.gov.uk/tier-5-government-authorised-exchange/overview

Other ways of getting a Certificate of Sponsorship:

- If your internship is paid, ask your internship about using the Tier 5 Internship Scheme. The program is employer led and the burden of cost is on the employer vs intern. Please note: in order to use the Tier 5

scheme you must be a **paid** intern at the federal minimum wage. For more information regarding the Tier 5 internship scheme go to: <http://tier5intern.com/about-the-scheme>

- Check or ask if your internship is listed on the UK list of official sponsored programs:
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/533773/Approved_Government_Authorised_Exchanges_July_2016.pdf

PLEASE NOTE. Babette Travel does not take any responsibility for misunderstanding with regards to visa information. Babette simply provide the resources to make the process more comprehensive and a bit less complicated. It is still up to the responsibility of the intern to get the correct visa while interning in the UK.

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