Check your BRP

Your BRP is issued on an ID card. If you think there is an 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 [www.gov.uk/biometric-residence-permits](http://www.gov.uk/biometric-residence-permits) or contact the Visa and Immigration team for help.

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

If you are re-issued with a new corrected BRP, you must take the new BRP card to any Student Service Centre so that we may take a scan for our records.

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.

- **Police registration condition**

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 entry clearance vignette (sticker in your passport) or on your visa decision letter. **During the 2020/21 academic year, police registration has been affected by Covid-19. Please see the website for further information:** [https://www.nottinghamshire.police.uk/site-page/foreign-nationals-registrations](https://www.nottinghamshire.police.uk/site-page/foreign-nationals-registrations)

During any period that the police registration has been suspended due to Covid-19, you will not be penalised for being unable to register or update your certificate. Please check the above website regularly for the latest information on when the police registration services will resume.

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. In some cases, a shorter visa may be issued where an official financial sponsor limits the duration that a student may stay in the UK. In all other cases you should expect a visa to be issued as follows:
<table>
<thead>
<tr>
<th>Type of course</th>
<th>Length of course</th>
<th>Length of stay allowed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree level or above</td>
<td>12 months or more</td>
<td>4 months after the end of your course</td>
</tr>
<tr>
<td></td>
<td>6 – 12 months</td>
<td>2 months after the end of your course</td>
</tr>
<tr>
<td></td>
<td>Less than 6 months</td>
<td>1 week after the end of your course</td>
</tr>
<tr>
<td>Masters degree course</td>
<td>13 months or less</td>
<td>4 months after the end of your course</td>
</tr>
<tr>
<td>MA, MA (by Research), MSc, MSc (by Research), MRes, LLM, MPA, MPH, Med, MArch and MBA</td>
<td>6 – 12 months</td>
<td>2 months after the end of your course</td>
</tr>
<tr>
<td></td>
<td>Less than 6 months</td>
<td>1 month after the end of your course</td>
</tr>
</tbody>
</table>

**Keep your BRP 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, showing it to a new employer, 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 take any new BRP card or new passport you obtain to any Student Service Centre, as the University must have up to date records of your current immigration documents.

**Lost, stolen or damaged BRPs**

- Any lost, stolen or damaged BRP must be reported to the Home Office: [www.gov.uk/biometric-residence-permits/lost-stolen-damaged](http://www.gov.uk/biometric-residence-permits/lost-stolen-damaged)

- If your BRP is stolen you should also report this to the police.

- Once reported to the Home Office, 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 take the replacement BRP card to any Student Service Centre so that we may take a scan for the University’s records. Please do this by advanced appointment only.

If you were allowed to register on your course using your entry clearance vignette visa (sticker in your passport), make sure that you book an appointment with Student Services as soon as you have collected it, and take your passport and BRP to the appointment so that a complete copy of your vignette visa and BRP card (front and back) can be scanned together to your student file. This is a key requirement and 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:
The Visa and Immigration Team: [immigration-support@nottingham.ac.uk](mailto:immigration-support@nottingham.ac.uk)