

To Whom It May Concern:

ACADEMIC CALENDAR AND VACATION DATES FOR STUDENT VISA HOLDERS 2023/24

The tables below indicate Break dates (vacations), for students at Heriot-Watt University UK Campuses, for Undergraduate (UG), Postgraduate Taught (PGT), and Research Programmes (PhD).

The comments relating to work restrictions are indicative and do not constitute legal advice.

Employers should still follow guidance from their HR department or solicitors if they are considering providing paid or unpaid work to a Student Visa holder.

Employers should please note that we cannot provide personalised letters for students.

Undergraduate Students

If your programme is below degree level (Foundation programme and Pre-session English) you can work 10 hours per week during term time and full-time during break times.

If your programme is at degree level or above, you can work 20 hours per week during term time and full-time during break times.

Break times:

[Academic calendar - Heriot-Watt University \(hw.ac.uk\)](https://www.hw.ac.uk/academic-calendar)

December Break	18 th December 2023 to 12 th January 2024
April Break	8 th April 2024 to 19 th April 2024
Summer Break	11 th May 2024 to 8 th September 2024

Students who have completed all programme assessments may work unrestricted hours after the course end date indicated on their Confirmation of Acceptance for Studies (CAS).

Where a Student Visa Holder is informed that they are permitted to undertake unrestricted hours of paid or unpaid work, due to passing the programme end date on their CAS, and they then re-enrol with the University to continue their studies, including completing a dissertation or thesis, they must go back to complying with the restricted working hours indicated on their Visa.

Postgraduate Students

If your programme is at degree level or above, you can work 20 hours per week during term time and full-time during break times.

Break times:

[Academic calendar - Heriot-Watt University \(hw.ac.uk\)](https://www.hw.ac.uk/academic-calendar)

December Break 18th December 2023 to 12th January 2024

April Break 8th April 2024 to 19th April 2024

Summer Break 11th May 2024 to 8th September 2024

Students who are working on their dissertation during the January or summer semester, do not get the April or summer Break and are considered term time during these periods.

There is a small number of programmes that include teaching over the Summer semester. Students on these programmes do not have a Summer Break and are subject to work restrictions during the period from 11th May 2024 to 8th September 2024.

Students on a Placement programme do not get the break times specified above. Instead, they have an annual leave allowance. Placement students need to request a letter confirming their break time dates directly from the Placement Team.

Students who have completed all programme assessments may work unrestricted hours after the course end date indicated on their Confirmation of Acceptance for Studies (CAS).

Where a Student Visa Holder is informed that they are permitted to undertake unrestricted hours of paid or unpaid work, due to passing the programme end date on their CAS, and they then re-enrol with the University to continue their studies, including completing a dissertation or thesis, they must go back to complying with the restricted working hours indicated on their Visa.

PhD / Postgraduate Research Students

Students on PhD and Postgraduate Research programmes are granted a quota of annual leave to be agreed with their academic supervisor. Where a whole week of annual leave is booked by a Student Visa holder, that student may work unrestricted hours (weeks start on Mondays).

PhD / Postgraduate Research students need to request a letter from the Postgraduate Research Office to confirm their annual leave dates.

FOR TRAVEL PURPOSES

NO OBJECTION TO TRAVEL FOR VISIT VISA OR SCHENGEN VISAS

Heriot-Watt University has no objection to students travelling overseas during Break times, booked annual leave or periods when they are awaiting progression results. The University expects students to return to their UK campus for study at the point that their studies resume.

Yours faithfully



Peter Scott
Student Visa Compliance Manager

**Global Student Office
Registry and Academic Support Directorate**

Hugh Nisbet Building Heriot-Watt University Edinburgh EH14 4AS United Kingdom
www.hw.ac.uk

Heriot-Watt University is a Charity registered in Scotland, SC000278



**THE QUEEN'S
ANNIVERSARY PRIZES**
FOR HIGHER AND FURTHER EDUCATION
2019 & 2021