HKSAR Immigration Policies governing the employment of non-local students in Hong Kong

Dear Non-local Students,

Welcome to the Hong Kong Institute of Education! We understand that some of you might be interested to gain some working experience whilst studying in Hong Kong. Please be reminded of the employment policies governing on-campus and off-campus employment for non-local students, which are listed below for your reference.

Non-local students studying in Hong Kong for a degree programme

- Non-local students of full-time and locally-accredited programmes at degree level or above whose study period is not less than one academic year are allowed to take up:
  - Part-time on-campus employment for not more than 20 hours per week throughout the year; (a maximum of 17 hours per week according to the Institute’s guideline) and
  - Employment during the summer months (1 June to 31 August) without any limit in relation to nature of work, work hours and location.

Conditions of on-campus employment:

- The employment must take place within the campus of the institution (including only the campus of the institution which the non-local student is enrolling, and excluding the campus of any subsidiary and associated body of the relevant institution proper or its self-financial arms) where the non-local student is studying or, if the work location is outside campus of the institution, the employer is the institution itself.
- Students are not allowed to roll-over unused hours from one week to another.
- Students may only take up part-time on-campus employment at operators designated by their institutions.

Definition

- “Week” (as in “part-time on-campus employment for not more than 20 hours per week throughout the year”) refers to a period of seven days from Sunday to Saturday.
- “Summer months” (as in “employment during the summer months”) means the period from 1 June to 31 August (both dates inclusive).
• No Objection Letter (NOL):
  ▪ To facilitate eligible non-local students to take up study/curriculum-related internship and/or part-time on-campus and summer employment, they will be individually issued with a “No Objective Letter (NOL)” upon approval of student entry visa/extension of study applications.

Non-local students on academic exchange to the Institute
Exchange students are NOT ALLOWED to take up any employment.

Non-local visiting students
Visiting students are NOT ALLOWED to take up any employment.

Non-local Exchange and Visiting Students are not permitted to work regardless the work is paid or unpaid. Voluntary service is also not allowed unless written permission from the Immigration Department is obtained. Where non-local exchange and visiting Students have participated in Institutional projects or events, the organizing unit might consider issuing letters of appreciation as a recognition of students’ contribution.

Student Affairs Office
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