

Relocating to Leeds:

Information for candidates relocating to Leeds from overseas or within the UK

When you first consider relocating to Leeds you will have many things to think about. As well as travelling to Leeds you will need to settle in to life at our University. During your first days and weeks you will be busy meeting new people, exploring the local area and starting your new job. There will also be lots of practical arrangements to take care of. To help you plan your relocation to Leeds, Human Resources have put together a bulletin of important information identified from various on-line resources which you may find useful. If there is any further information you require regarding relocation please contact Human Resources.

www.leedsmet.ac.uk



Area	Source of Information
<p>Employment and immigration</p>	<p>Following a review of the UK's immigration system in 2008, a new five tier Points Based System (PBS) was introduced. Students from outside the EEA are able to undertake some work whilst studying (subject to restrictions, for example, number of hours permitted to work). Further information regarding employment and immigration can be found on the UK Border Agency website www.ukba.homeoffice.gov.uk. The following information relates to Tier 2 of the Points Based System.</p> <p>Tier 2 (General) applies to people coming to the UK with a skilled job offer to fill a gap in the workforce that cannot be filled by a settled worker. This has replaced the previous work permit scheme. For a skilled worker from outside of the European Economic Area to be successful in his/her application to enter or remain in the UK under Tier 2 (General), he/she must have a sponsor and a valid certificate of sponsorship. For our University to issue you with a Tier 2 Certificate of Sponsorship, certain points requirements must be met, including our University demonstrating that the vacancy has been advertised appropriately and that we have been unable to recruit a resident worker (i.e. someone from within the EEA). Points are also awarded for expected earnings, English language skills and available maintenance (funds). The UK Border Agency has placed restrictions on the number of Tier 2 (General) certificates that the University is able to issue and we may be required to submit an application to UK Border Agency for a certificate of sponsorship prior to confirming or proceeding with an appointment. Further information can be obtained from www.ukba.homeoffice.gov.uk</p>
<p>General information about Leeds</p>	<p>If you require information about specific parts of Leeds in order to find out more about property prices, transport, shops, services and school information, the following websites are useful.</p> <p>http://www.aboutmyplace.co.uk/ - Search by postcode or place name to find maps, aerial views, bird's-eye views and information on house prices and school locations.</p> <p>http://www.upmystreet.com - All the facts about your chosen area are available, including property prices, school results, council contacts, crime statistics, your local MP, street maps and local businesses.</p> <p>http://www.vrleeds.co.uk/ - Provides a virtual tour of Leeds.</p>

Area	Source of Information
Accommodation	<p>The main options to consider when relocating are renting on a short or long term basis whilst you consider if and where you wish to buy a property. This will all depend on your personal circumstances. Human Resources can arrange rented accommodation on a room only basis at Headingley Campus (Wharfe Flat, Queenswood) for a limited period of 1-2 days to allow you to consider your options for renting in the longer term. There are four rooms available (one with disabled facilities and separate wash room) and breakfast is available also. This accommodation does not have cooking facilities but the campus refectory is a short walk away. Please contact Human Resources if you would like us to arrange this.</p>
Renting in the Leeds area	<p>Rent is normally payable monthly in advance and an initial bond or deposit of a month's rent is usually required. The owner of the property or property rental agent will ask you to sign a written tenancy agreement. A letter confirming your employment will be required by way of a reference which Human Resources can provide. Here is a list of web sites of letting agents to consider when searching for short or long rented accommodation in Leeds.</p> <p> http://www.propertyfinder.com http://www.lettingsdirect.co.uk http://www.huntersnet.co.uk </p>
Purchasing property in the Leeds area	<p>http://www.rightmove.co.uk Right Move is the UK's number one property site. It is a useful web site if you wish to search for properties to purchase in certain areas of Yorkshire.</p>
Renting furniture	<p>If you wish to rent furniture in the short term perhaps until your furniture arrives from abroad, the following web sites may be useful.</p> <p> http://www.homestagingconsultants.co.uk http://www.roomservicegroup.com </p>
Leeds City Council services	<p>http://www.leeds.gov.uk The Leeds Council web site provides information about city and council services such as health and social care, housing and environmental services.</p>

Area	Source of Information
Transport	http://www.leeds.gov.uk/ Leeds is well linked by air, rail and road networks. This is a good website to help you find your way around Leeds, follow the links on the right hand side to find out more about road, rail and air travel in Leeds.
Driving in the UK	http://www.direct.gov.uk/ This website will provide you with information about how to drive in the UK on a foreign driving licence and obtaining a driving licence in the U.K. To find the relevant section follow the links from 'motoring' through to 'licensing' and 'driving on a foreign licence'.
Car rental	Details of car rental companies in Leeds are available at the following links. http://www.enterprise.co.uk/car_rental www.hertz.co.uk www.budget.co.uk
Paying tax and National Insurance	http://www.hmrc.gov.uk The HM Revenue and Customs web site will provide you with information about paying tax and National Insurance on the money you earn in the U.K. Follow the links for 'paying tax and national insurance' and 'coming to the UK' under 'tax for individuals and employees'.
Banking	http://www.moneysupermarket.com – To open an account in the UK, banks often require proof of a UK address and/or bank statements. This site will help you carry out a comparison of the major banks, but you will need to contact each bank directly to apply for a bank account.
Education	http://www.educationleeds.co.uk The Education Leeds web site is the first port of call for information about schools and education services in the Leeds area.
Health	http://www.nhs.uk/ The official web site for the National Health Service provides information on conditions, treatments and local services. To find details of local GPs, hospitals and dentists in the Leeds area click on the link for 'Find Services'.

Area	Source of Information
Relocation Policy	Please refer to Human Resources if you require a copy of our University's Relocation Policy.

Disclaimer: The organisations listed on this bulletin provide various services which may help you organise your relocation to Leeds, however, our University accepts no responsibility for the services they provide.

More useful links:

All you need to know about Yorkshire	http://www.yorkshire.com/
English Tourist Board	http://www.enjoyengland.com
The British Council	http://www.britishcouncil.org/new
Currency Calculator	http://www.x-rates.com/calculator.html