

Student Services Centre

International Advice Team

Student Services Centre, Burlington Street
The University of Manchester, Oxford Road, Manchester M13 9PL
Telephone 0161 275 5000 (Option 1)
Fax 0161 275 7860 Email iat@manchester.ac.uk

National Insurance Numbers for All International Students

Do I need a National Insurance Number (NI No)?

Yes, if you have started work or are about to start work.

How do I get a National Insurance Number?

You should telephone Jobcentre Plus on 0845 600 0643 between 8:00am and 6:00pm Monday – Friday. If you have hearing or speech difficulties, you can phone the text phone on 0845 600 0644.

You will then be asked to attend an interview to verify your identity and your right to work. You will need to bring some **original** documents to the interview with you and you will be told about these when you phone to make an appointment. There is a list of example documents on this website:

http://www.direct.gov.uk/en/MoneyTaxAndBenefits/Taxes/BeginnersGuideToTax/NationalInsurance/IntroductiontoNationalInsurance/DG_190057

If your interview is successful you will receive a letter with your NI No and an NI card will follow later. If you are not successful you will get a letter explaining this.

Important: An employer can employ you while you are waiting for your NI No. The employer will put you on an emergency tax code until you have your NI No. So you can start a job before you get your appointment at the Jobcentre Plus and before you get your NI No.

Where can I find out more?

You can get more information from:

www.ukcisa.org.uk (Go to 'Working in the UK during your studies')

www.direct.gov.uk



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