



Universities UK



Universities UK  
International

Distinction and Diversity  
in Higher Education



# BREXIT READINESS CHECKLIST →

# INTRODUCTION

This document sets out how UK higher education providers can prepare for the UK's exit from the EU.

It contains checklists of immediate steps you can take and measures you can introduce to help make sure that you, your staff, students and researchers are as ready as possible, especially in the event of no-deal. It also pulls together all the relevant web resources where you can find further information, guidance and support.

We hope that over the coming weeks more will be done to minimise any potential disruption and to provide greater certainty for the sector. In the meantime, we urge all higher education providers to read the following advice carefully and take any necessary action without delay.

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## USING THIS DOCUMENT



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### Section navigation

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### Page navigation

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### External resources

Each section contains a set of external resources. They are indicated by this symbol .

# IMMIGRATION

A no-deal Brexit creates uncertainty for EU nationals working and studying at UK higher education providers or taking part in research programmes. There are a few immediate steps providers can take to reassure and inform these individuals.

## WHAT YOU NEED TO DO

✓ **Assess the internal risk that no-deal poses to workforce planning and student recruitment.**

✓ **Encourage EU staff and students to secure pre-settled and settled status:**

- ✓ Email all relevant staff and students
- ✓ Reach out to them via your social media channels
- ✓ Update the guidance on your website

✓ **Identify all non-UK EU staff or students who are expected to start work or study immediately after exit day, or UK nationals on placement in EU countries:**

- ✓ Prepare emails or other messages to them in the event of no deal
- ✓ Consider moving their arrival dates ahead of Brexit

✓ **Talk to prospective EU staff and students about likely changes to immigration rules, including the European temporary leave to remain route:**

- ✓ Post this information clearly on your website
- ✓ Email all EU staff and students due to arrive in the UK after Brexit

## KEY INFORMATION/RESOURCES

# HORIZON 2020

The guarantees on Horizon 2020 funding cover existing grants awarded before the exit date, including bids notified of their success after the exit date; applications to the end of 2020 with UK researchers as third-country participants; applications for mono-beneficiary funding still waiting to hear the outcome. Any recipients of Horizon 2020 funding should prepare for no-deal.

## WHAT YOU NEED TO DO

- ✓ **Read the government's advice on how the Horizon 2020 guarantees will work and start to collect the documents that you will need to submit to UKRI to receive funding.**
- ✓ **Upload information about all Horizon 2020 research and innovation grants to the [UKRI portal](#) (including those awarded since the extension of Article 50).**

- ✓ **Explain to researchers working on EU-funded projects the steps the government is taking to underwrite EU funding, especially in relation to applications after the exit date.**
- ✓ **Check whether your multi-beneficiary Horizon 2020 projects will meet the EU's eligibility requirements after a no-deal Brexit. UKRI will publish information on its 'standalone assessment process' in due course.**
- ✓ **Talk to international collaborators about the steps the government is taking to underwrite EU funding.**

*More information on the steps that recipients of Horizon 2020 funding will need to take to secure underwrite funding will be published ahead of the exit date. UKRI will keep you updated via emails to portal contact points, website updates, webinars and events.*

## KEY INFORMATION/RESOURCES

# ERASMUS+

Higher education providers that get EU funding for Erasmus+ projects may need to claim against the government’s guarantee for Erasmus+ in order to cover the funding if there is no deal. Again, universities need to do a few things to ensure that their projects are covered.

- ✓ **Establish which mobilities the European Commission contingency regulation will cover and which the UK government guarantee will cover.**
- ✓ **Ensure you have met all the requirements to access the UK government guarantee if needed. As part of this:**
  - ✓ Register institutional and Erasmus+ projects on the government’s **[grants management page](#)**
  - ✓ Check that bilateral arrangements allow existing projects to continue. Written confirmation from European partners explicitly stating they will continue partnerships is enough

- ✓ **When claiming on the UK government guarantee, complete the confirmation of continuation form with a signed assurance from the vice-chancellor or head of institution that your projects can continue.**
- ✓ **Comply with CMA communication guidelines for courses offering an Erasmus+ placement abroad.**
- ✓ **Restructure any Erasmus+ collaborative or sports projects with UK leads or partners (where necessary) to allow continued participation.**
- ✓ **Restructure Erasmus Mundus Joint Master’s Degree consortia with UK leads as soon as possible to allow continued participation.**
- ✓ **Tell students who are covered by the European Commission’s contingency regulation and likely to be abroad at the time of exit that their placement funding will not change.**

- ✓ **Advise future students on any changes to:**
  - ✓ Placement availability and funding
  - ✓ Immigration status
  - ✓ Healthcare and insurance
- ✓ **Ensure outgoing UK students and inbound EU students are covered by third-party health insurance should the EHIC become invalid:**
  - ✓ Work with insurance officers
  - ✓ Advise students to take out extra insurance if necessary
- ✓ **Take stock of current and future Erasmus+ students on work placements longer than three months. If they cannot meet new immigration requirements, help them switch to study placements or return to the UK.**

## ERASMUS+

### KEY INFORMATION/RESOURCES

# EU STUDENTS AND QUALIFICATIONS

EU students starting in 2020/21 will be eligible for home fee status and support. For qualifications linked to the Mutual Recognition of Professional Qualifications (MRPQ) Directive, the government wants a system that covers the same professions. Recognition decisions made by the exit date will be accepted.

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✔ **Communicate clearly the relevant government announcement of 'home' fee status for EU students starting courses in 2020/21:**

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- ✔ Post the up-to-date information on your website
  - ✔ Make the announcement via email and your social media channels
  - ✔ Check that all staff who work with current, future and potential EU students are aware and understand what it means
  - ✔ Ensure your communications around fee status comply with CMA guidelines, but note that no decision has yet been announced on 2021/22 starters
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✔ **Estimate the potential effect Brexit could have on EU student demand.**

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✔ **Comply with CMA guidelines on marketing courses currently linked to the Mutual Recognition of Professional Qualifications (MRPQ) Directive.**

## EU STUDENTS AND QUALIFICATIONS

### KEY INFORMATION/RESOURCES

**HEPI and LSE research on the impact of Brexit on EU student recruitment:**

# TRANSNATIONAL EDUCATION

Specific guidance on the rights and protections for UK higher education providers that run transnational education services in EU host countries has not yet been provided. Despite the uncertainty, providers can do a few things to prepare themselves.

- ✓ **Check the requirements for cross-border provision of higher education for third countries in any EU jurisdictions where you operate transnational education programmes, including any collaboration with EU partners. Use the upcoming Universities UK guidance to assess what measures you should take.**
- ✓ **Assess the impact any tax status changes may have on your transnational education work.**
- ✓ **Assess the impact any sudden currency fluctuations may have on your transnational work in the EEA.**

## KEY INFORMATION/RESOURCES

# STRUCTURAL FUNDING, PROCUREMENT, SUPPLY CHAINS AND DATA

The wider impact of no-deal on supply chains and other essential services and processes, including data protection, also remains uncertain. Higher education providers should take a few steps to prepare themselves for a range of potential outcomes.

- ✓ Assess existing contracts for the level of risk they present – e.g. ‘bottleneck’ supplies, key service disruptions or financial uncertainties.
- ✓ Talk to key suppliers about their no-deal plans and the possible implications.
- ✓ Check with local partners and relevant managing authorities about existing structural funds projects and future funding opportunities.
- ✓ Review the ICO guidance on data protection and Brexit, and think about which contracts involving data transfer to and from the EU might need new ‘adequacy’ clauses.

## KEY INFORMATION/RESOURCES

Gov.uk guidance on structural funds:

# GENERAL RESOURCES

## KEY INFORMATION/RESOURCES

# BREXIT READINESS ROADSHOW

Universities UK is holding events across the UK to help higher education providers prepare for a no-deal Brexit. Government officials, supported by teams from Universities UK, Universities Scotland, Universities Wales and GuidHE, will be at each event to answer your questions and give you the latest advice.

The events will allow you to ask specific questions about your provider's no-deal planning, including on topics such as:

- ✓ **Erasmus+ and outward student mobility**
- ✓ **Horizon 2020 and other programmes like European Regional Development Funding**
- ✓ **Immigration and recruitment**
- ✓ **Data protection**

## DATES AND LOCATIONS:

Monday 21 October – Cardiff

Tuesday 22 October – London

Wednesday 23 October – Belfast

Thursday 24 October – Manchester

Monday 28 October – Glasgow

There is limited availability. Register your place by visiting [www.universitiesuk.ac.uk/events/Pages/Brexit-Readiness-Roadshow.aspx](http://www.universitiesuk.ac.uk/events/Pages/Brexit-Readiness-Roadshow.aspx)

## COMING SOON

### Webinars: coming soon to Youtube

A series of webinars, featuring experts on everything from Erasmus+ to data protection.

[www.youtube.com/channel/UC6gYkMHAFIYQwMAkVzdu1Qw](http://www.youtube.com/channel/UC6gYkMHAFIYQwMAkVzdu1Qw)

### Legal guidance: coming soon to UUK's Brexit page

- ✓ **A legal guidance document covering key information on transnational education regulation in the EU post-Brexit**

[universitiesuk.ac.uk/tne-legal-guidance-eu](http://universitiesuk.ac.uk/tne-legal-guidance-eu)

- ✓ **A legal guidance document covering key immigration information for providers with staff and students in EU countries post-Brexit**

[universitiesuk.ac.uk/immigration-legal-guidance-eu](http://universitiesuk.ac.uk/immigration-legal-guidance-eu)

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 Universities UK International

[universitiesuk.ac.uk/International](https://universitiesuk.ac.uk/International)

If you would like to raise any new concerns with us that are not covered in this guidance, please email [brexit@universitiesuk.ac.uk](mailto:brexit@universitiesuk.ac.uk) and a member of the team will get back to you.

## UNIVERSITIES UK

Universities UK is the collective voice of 136 universities in England, Scotland, Wales and Northern Ireland. Our mission is to create the conditions for UK universities to be the best in the world; maximising their positive impact locally, nationally and globally. Universities UK acts on behalf of universities, represented by their heads of institution.

## UNIVERSITIES UK INTERNATIONAL

Universities UK International (UUKi) represents UK higher education institutions (HEIs) globally and helps them flourish internationally. To do this we actively promote UK HEIs abroad, provide trusted information for and about them, and create new opportunities through our unique ability to act at sector level. We draw on UK university expertise to influence policy in the UK and overseas, delivering information, advice and guidance to facilitate mutually beneficial collaboration between UK HEIs and a broad range of international partners.

## GUILDHE

GuildHE is an officially recognised representative body for UK Higher Education. Our members include universities, university colleges, further education colleges and specialist institutions from both the traditional and private (“not for profit” and “for profit”) sectors. Member institutions include some major providers in professional subject areas including art, design and media, music and the performing arts; agriculture and food; education; business and law, the built environment; health and sports.