



**MINISTRY OF LABOUR, INDUSTRIAL  
RELATIONS AND EMPLOYMENT**

**PART-TIME EMPLOYMENT OF  
FOREIGN STUDENTS**

**GUIDELINES**

## **EMPLOYMENT OF FOREIGN STUDENTS IN MAURITIUS FOR A MAXIMUM OF TWENTY HOURS (20 Hrs) PER WEEK**

The Employment (Non-Citizens) (Restriction) Exemptions (Amendment) Regulations 2013 provides for eligible foreign students in Mauritius and working part-time up to a maximum of twenty hours per week to be exempted from the requirements of Work Permit.

### **1. Eligibility for Part-time Work**

Foreign students aged 16 or more who are working on a part-time basis for up to a maximum of 20 hours per week and who are studying for a course of a duration of at least one academic year, in-

- (a) private universities and other institutions offering post-secondary education in Mauritius, which are registered and accredited with the Tertiary Education Commission;
- (b) tertiary education institutions specified in the Schedule to the Tertiary Education Commission Act; or
- (c) technical and vocational institutions registered and accredited with the Mauritius Qualifications Authority.

## 2. Request for Authorisation Letter

Eligible foreign students wishing to work part-time for a maximum of twenty hours per week may request for an **Authorisation Letter** to that effect.

Such request should be made by the education institution on behalf of the student and should be addressed to the Permanent Secretary of the **Ministry of Labour, Industrial Relations and Employment, Employment Division, 10<sup>th</sup> Floor, Sterling House, Port-Louis**, with copy to the Ministry of Tertiary Education, Science, Research and Technology.

**Information/Documents to be submitted are:-**

- Letter from the relevant education institution
- Evidence that the education institution is registered with TEC/MQA
- Photocopy of the data pages of the student's passport
- Documentary evidence of student's admission in a registered education institution
- Course to be followed and duration of course
- Copy of Student Visa

Subject to all required documents being submitted, the Ministry of Labour, Industrial Relations & Employment will issue an Authorisation Letter to the student, through the education institution concerned, with copy to the Ministry of Tertiary Education, Science, Research and Technology, to the effect that the student may work part-time for a maximum of twenty hours per week. Other conditions as applicable may be included in the letter.

**NOTE:**

**FOREIGN STUDENTS ARE NOT ALLOWED  
TO TAKE UP EMPLOYMENT IN THE  
FIELD OF  
SECURITY**

### 3. Monitoring

- The education institutions concerned will send to the Ministry of Labour, Industrial Relations and Employment on a half yearly basis, returns on foreign students taking up part-time employment and returns on their employer.
- Officers of the Ministry of Labour, Industrial Relations and Employment will carry out inspections to ascertain the number of hours that the foreign students are working, and to ensure that they are complying with the 20 hours weekly.
- The education institutions concerned will inform the Ministry of Labour, Industrial Relations and Employment when a foreign student who is authorised to work part time discontinues or completed his studies.

### 4. Terms and Conditions of Employment

The terms and conditions of employment include the following:

(a) **Payment of Remuneration**

1. The employer shall pay to the foreign students:
  - (i) not less than the basic wage or salary prescribed in any enactment or specified in a collective agreement whichever is the higher for his category or grade, calculated proportionately on the notional hourly rate and increased by not less than 5 percent;

- (ii) in any other case, not less than the basic wage or salary of a comparable full-time worker calculated proportionately on the notional monthly rate and increased by not less than 5 per cent.
  
- 2. (i) The employer shall pay remuneration to the foreign student at monthly intervals, unless the parties agree to payment at shorter intervals. The basic salary shall be adjusted each year as per Additional Remuneration Act.
  
- (ii) The employer shall not make any deduction from the wages of the foreign student except as authorized by Law.

(b) **Transport Benefits and Facilities**

- (i) The employer shall, where the distance between the foreign student's residence and his place of work exceeds 3 km, provide the foreign student with free transport from the foreign student's place of work to his residence, or pay him the equivalent of the return bus fare.
- (ii) The employer shall, irrespective of the distance between the foreign student's residence and his place of work, provide the foreign student with free transport from the foreign student's residence to his place of work and the foreign student's place of work to his residence, where the foreign student is required by his employer to attend or cease work at a time when no public bus service is available.

(c) **Insurance Cover**

The employer shall insure the foreign student against any liability for any case of injury and death arising out of and in the course of his part-time employment.

**5. Cancellation of Authorization to Work**

The authorization granted to a foreign student to work part-time will be cancelled if the student no longer satisfies the criteria and conditions attached to such authorization, or if he/she has acted in contravention to any laws of Mauritius.

## **6. Information Desk**

Foreign students seeking any information or wishing to report any matter regarding their employment may contact the following officers at the Ministry of Labour, Industrial Relations and Employment :

### **LABOUR AND INDUSTRIAL RELATIONS DIVISION (MATTERS RELATING TO CONTRACT OF EMPLOYMENT)**

Mr. N. Gujadhur/ Mr. V. Boojhawon

7<sup>th</sup> floor, Victoria House

Cnr Barracks & St. Louis Streets

**Port-Louis**

**Tel. 207-2600/ 207-2641**

E-mail address: [ngujadhur@mail.gov.mu](mailto:ngujadhur@mail.gov.mu) / [yboojhawon@mail.gov.mu](mailto:yboojhawon@mail.gov.mu)

### **EMPLOYMENT DIVISION (MATTERS RELATING TO AUTHORISATION LETTER)**

Mrs P. Dassaye / Mr. R. Emrith

10<sup>th</sup> Floor, Sterling House

Lislet Geoffroy Street

**Port-Louis**

**Tel. 211 2412/211 2413**

E-mail address: [pdassaye@mail.gov.mu](mailto:pdassaye@mail.gov.mu) / [raemrith@mail.gov.mu](mailto:raemrith@mail.gov.mu)

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