

Fact Sheet Working in Switzerland EU/EFTA Students

1 General Regulations

EU/EFTA students may work a maximum of **15 hours per week** during their studies, and up to 100 percent (42 hours per week) during semester breaks. It is mandatory that the employer first applies for a work permit at the cantonal immigration authorities. Only once the student has received this permission to work, he / she can start working. The following conditions apply:

- i. An official application is made by the employer.
- ii. The university confirms that the studies will not be delayed or disturbed.
- iii. The salary and working conditions are in line with country and industry standards.

1.1 Process

- i. Student finds an employer in Switzerland
- ii. The employer applies to the corresponding cantonal migration authorities for a work permit. The following documents are required:
 - a. "Gesuch Ausländerbewilligung EU/EFTA (A1)" application form;
https://www.gr.ch/DE/institutionen/verwaltung/djsg/afm/dokumente/Einreise_Aufenthalt/Gesuchsformulare/a1/Seiten/auslaenderbewilligung.aspx
 - b. Confirmation letter from the university.
 - c. Employment contract with details of salary, weekly hours, duration, place of work and details of activity.
 - d. Copy of residence permit and passport.
- iii. The migration authorities will process the application (several weeks processing time)
- iv. Important - Students may only start employment after they have received written permission from the cantonal office of immigration. The letter of permission to work is only valid for the duration of the residence permit and must be renewed on a yearly basis.
- v. If a student changes jobs, the new employer must apply for a new work permit. A new confirmation letter from the student's university must also be requested.

1.2 Conditions for the Confirmation Letter Issued by the University

Combining work and studies is challenging as academic standards are high in Switzerland. It is important that studies are not impacted due to employment and the study duration is not prolonged. Please reach out to your university to inform yourself about the corresponding conditions and regulations.

1.3 General Observations

The applicable rules and regulations only apply for students who are inscribed at a university in Grison. Continuing to work in Switzerland after graduation is difficult due to the limited contingency of work permits available for foreigners.

1.4 How to Find a Job

There are several ways to find a part-time student job in Switzerland. The following job platforms and websites offer support to students:

- [Job platform FHGR](#): Job openings for recent graduates and active students.
- [Webpage Hospitality Collaboration Lab](#): Contact list of hospitality companies that are open to hiring part-time working students.
- [Job platform EHL Connect](#): Job openings for graduates and active students.
- White board on the EHL Passugg Campus: 1st basement
- Other job platforms: [Hotelcareer](#), [Suedostschweizjobs](#)

Contacts at FHGR

Contact International Office

international.office@fhgr.ch / Tel.: 081 286 39 03
Office: F0.02 (Mo-Fr, 8:00 – 12:00 / afternoons by appointment)

Contact Career Center

Advice on CVs and motivation letters
careercenter@fhgr.ch / Tel.: 081 286 39 19
Office: F0.03 (by appointment only)

Contacts at EHL Passugg

Contact Student Services

sts.passugg@ehl.ch / Tel.: 081 255 11 67
Mo-Fr, 8:00 – 12:00 / 13:15 – 16:00