

Exchange and Study Abroad information sheet – academic year 2019/20

| Contact details |   |
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| Website         | <a href="https://www.gla.ac.uk/study/visiting/studyabroadexchange/">https://www.gla.ac.uk/study/visiting/studyabroadexchange/</a> |
| Email           | <a href="mailto:rio-abroad@glasgow.ac.uk">rio-abroad@glasgow.ac.uk</a>  |
| Telephone       | 0044 (0)141 330 5439  |

| General information                      |  |
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| Am I a Study Abroad or Exchange student? | <p>Exchange students are nominated to study at the University of Glasgow by their home institution as part of a bilateral agreement.</p> <p>Study Abroad students apply to study at the University of Glasgow on a fee-paying basis. Students may be nominated by one of our partner institutions, however, you may also apply directly or via one of our third party provider partners.</p>   |
| How much are the tuition fees?           | <p><b>Exchange students</b></p> <p>No tuition fee is payable to the University of Glasgow. Please confirm with your home institution if fees are payable to them</p> <p><b>Study Abroad students</b></p> <p>One semester - £8,160</p> <p>Full academic year - £16,320</p>  |
| How long can I study?                    | <p>You can study for one semester. This can be either:</p> <ul style="list-style-type: none"> <li>▪ Semester 1 (September – December)</li> <li><b>or</b></li> <li>▪ Semester 2 (January – May)</li> <li><b>or</b></li> <li>▪ the full academic year (September – May)</li> <li><b>or</b></li> <li>▪ a calendar year (January – December) **Please note this involves studying Semester 2 followed by Semester 1.</li> </ul> <p>The session dates for 2019/20 are available on our website – <a href="https://www.gla.ac.uk/study/visiting/studyabroadexchange/applicationdeadlinesandsemesterdates/">https://www.gla.ac.uk/study/visiting/studyabroadexchange/applicationdeadlinesandsemesterdates/</a></p> <p>Please note: students will not be permitted to leave early due to commitments at home such as work placements, internships, exams at home. All assessments must be completed before students depart from the University of Glasgow.</p> |

| Step 1: Application                             |  |
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| When can I apply?                               | <p>Applications for September 2019 will open in March 2019<br/>The deadline for September 2019 applications is 1<sup>st</sup> May 2019</p> <p>Applications for January 2020 will open in September 2019<br/>The deadline for January 2020 applications is 31<sup>st</sup> October 2019</p>   |
| How do I apply?                                 | <p>Applications are made on our online system. The link will be available at <a href="http://www.gla.ac.uk/study/visiting/studyabroadexchange/studyabroadprogramme/howtoapply/">http://www.gla.ac.uk/study/visiting/studyabroadexchange/studyabroadprogramme/howtoapply/</a></p> <p>You must read the application guidance notes and Course Selection Guide on the website carefully before applying.</p> <p>You can apply to study at <b>either</b> the main campus <b>or</b> the Dumfries Campus. Due to the distance between the two campuses, students cannot choose courses across both campuses.</p>   |
| What supporting documents do I have to provide? | <p><b>All students</b> should supply:</p> <ul style="list-style-type: none"> <li>• one academic reference</li> <li>• a personal statement of 500 words explaining why you would like to study at the University of Glasgow and any previous experiences/travels/clubs/societies you feel would be relevant to your application.</li> <li>• An up-to-date Official Academic transcript.</li> <li>• A copy of the photo page of your passport.</li> </ul> <p><b>Students whose first language is not English:</b></p> <ul style="list-style-type: none"> <li>• A copy of a recent English Language test, taken within 2 years and 5 months of the course start date. The requirements for the Study Abroad and Exchange programme is IELTS 6.0 with no subtest less than 5.5.</li> </ul> <p><b>Independent applicants (who have not been nominated by their home institution):</b></p> <ul style="list-style-type: none"> <li>• Second academic reference</li> </ul> |
| Entrance requirements                           | <p>Our standard entry requirements are</p> <ul style="list-style-type: none"> <li>• Cumulative GPA of 3.0 on a 4.0 scale*</li> <li>• English language of IELTS 6.0 with no subtest less than 5.5.</li> </ul> <p>*Individual courses may have specific entry requirements</p>   |
| How many credits should I study?                | <p>A full course load for one semester is 60 Glasgow credits. Most courses are 20 credits but a small number can be 10, 15 or 30 credits.</p> <p>When selecting courses as part of the online application, please select more classes than the required course load of 60 credits per semester. This allows some flexibility if you cannot be enrolled on your first choices (for example if there are timetable clashes, you do not get into one of your chosen courses or a course is not running.)</p>  |

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| How do I choose my courses?                           | <p>You must choose courses as part of your online application.<br/>You must choose specific courses and NOT general subject areas.</p> <p><a href="#">Classes available are listed on our course catalogue</a></p> <p><b>You do not need to look at the pre-requisites on the course catalogue. These apply to degree-seeking students only.</b><br/>You can select classes from multiple colleges across the University, regardless of which college you have selected on your application.</p> <p>Level 1 and 2 classes are lower level classes that require no/little previous experience.<br/>Level 3 and 4 classes are upper level classes that require at least two years background experience in the subject area that will be studied at Glasgow.</p> <p>Areas that are unavailable to visiting students are Medicine, Vet Medicine and Dentistry. Additionally, level 5 courses are unavailable.</p> <p>Semester 1 only students are not permitted to take level 3 and 4 Computing Science, Maths or Stats classes.</p> <p><b>Class choices must be submitted within the application. Classes submitted after the application has been submitted will not be accepted.</b></p> |
| Can I choose to study courses outwith the University? | <p>You can select courses at the Glasgow School of Art and the National Piping Centre.</p> <p>These courses cannot be selected as part of the online application process. You will have opportunities to meet colleagues from GSA and NPC at orientation events and may register once you arrive here in Glasgow.</p> <p>Fees for these courses are included in the Study Abroad fee.<br/>Exchange students must pay an additional fee for these external courses.</p>   |
| What happens after I submit my application            | <p>Once we receive your application, you will receive feedback from the Admissions team. This will be either:</p> <ul style="list-style-type: none"> <li>• an unconditional offer <b>OR</b></li> <li>• a request for further information/ documents <b>OR</b></li> <li>• a note that your application has been unsuccessful.</li> </ul>  |
| How do I accept my offer?                             | <p>You should accept your offer as soon as possible via Applicant Self-Service, which you will be sent a link to after you have submitted your application.</p>  |

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| <p>How do I find out if I have been accepted for my chosen courses?</p> | <p>When you receive an unconditional offer, your courses choices will be sent to academic staff for approval.</p> <p>The Study Abroad and Exchange team will let you know whether or not you have been approved for your chosen courses.</p> <p>Once you have registered as a student at the University of Glasgow, the Study Abroad and Exchange team will enrol you in classes for which you have been pre-approved. These classes will then appear on your timetable.</p> <p><b>Please note course enrolments are only final once you arrive in Glasgow.</b></p> |
| <p>Can I change my course choices?</p>                                  | <p>Course changes can be requested once you arrive in Glasgow.</p> <p>All spaces are allocated on a first come, first served basis and so requests for course changes cannot be guaranteed.</p>   |
| <p>Can I let the University know of any additional support needs?</p>   | <p>You should contact our Disability Services team to advise them of your situation. This allows the team to fully support you pre-arrival and, where possible, to make sure arrangements are in place when you begin your studies.</p> <p>Once you student receive an unconditional offer, you should download and complete the pre-entry form and send this to the Disability services team. Full details on this (including a link to the form) can be found <a href="#">here</a>.</p>   |

## Step 2: Preparing for arrival to Glasgow

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| <p>Do I require a visa?</p>              | <p>All students without an EU/EAA passport are <b>required</b> to obtain a visa to study at the University of Glasgow.</p> <p>There are two options available to incoming students with regard to immigration in the United Kingdom:</p> <ol style="list-style-type: none"> <li>1. Short-term Study Visa (for one semester stays) OR</li> <li>2. Tier 4 (General) Student Visa (for study periods longer than 6 months)</li> </ol> <p>Full information on all visas can be found at <a href="https://www.gla.ac.uk/international/support/before/studentvisa/">https://www.gla.ac.uk/international/support/before/studentvisa/</a></p> <p><b>IMPORTANT - If you travel to the UK via Dublin (or any other airports in the Republic of Ireland), including layovers, you will not pass through any UK immigration point and will therefore not be able to obtain your Short-Term Study Visa on arrival.</b></p> <p><b>Therefore, you must apply for Entry Clearance (a visa) before leaving your own country. This means you will need to apply for a Short-Term Study Visa or a Tier 4 Visa before you travel if you wish to travel through Dublin or RoI (including layovers).</b></p> |
| <p>How do I register as a student?</p>   | <p>You will be emailed when online registration is open. This email will include details of how to log onto the MyGlasgow and complete the registration process.</p> <p>You should complete academic registration as soon as possible in order for you to be enrolled in classes.</p> <p>Both academic and financial registration should be completed prior to your arrival in Glasgow.</p>  |
| <p>How do I apply for accommodation?</p> | <p><b>Please note the accommodation application is a separate process. Students are responsible for ensuring they submit an application for accommodation. Details of how to apply for accommodation will be included in our offer letter.</b></p> <p>You can apply for accommodation 72 hours after accepting an offer to study at the University of Glasgow.</p> <p>Study Abroad and Exchange students are guaranteed a place in University accommodation.</p> <p>Students are advised to apply as soon as possible as rooms are allocated on a first come first served basis. Students are asked to list up to six choices on their application. First choices are not guaranteed due to the volume of applications.</p> <p>Information about accommodation, including prices and contract dates can be found at <a href="http://www.gla.ac.uk/undergraduate/accommodation/">http://www.gla.ac.uk/undergraduate/accommodation/</a></p>  |

### Step 3: Orientation and arrival

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| What do I need to know about orientation?              | <p>All students are required to take part in a mandatory Orientation session before you begin your studies at Glasgow.</p> <p>Orientation will include information sessions and optional social events.</p> <p>Details about Orientation will be emailed to students closer to the beginning of semester.</p> <p>This will include details of the programme, information on how to sign up for events and information on transport from the airport to the University/your accommodation.</p> <p>Further information will also appear on our website - <a href="https://www.gla.ac.uk/international/support/before/orientation/">https://www.gla.ac.uk/international/support/before/orientation/</a></p> <p>Meetings with the Study Abroad and Exchange team will be available on arrival to confirm course choices and/or address any further issues you may have.</p> |
| What do I do if I require healthcare while in Glasgow? | <p>All students are entitled to free healthcare provided by the National Health Service.</p> <p>Students are strongly recommended to register with GP on arrival in Glasgow. This is free to do and there is a GP surgery on campus - <a href="http://www.universitybarclay.com/">http://www.universitybarclay.com/</a></p>   |

### Step 4: During your course

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| What is the teaching style like? | <p>Study abroad and exchange students attend classes with other British and international students and are assessed in the same manner.</p> <p>The most common form of teaching is formal lectures (particularly at Level 1 and 2) with supplementary group tutorials where discussion and group participation are encouraged. A significant proportion of teaching for Science and Engineering takes place in practical laboratory sessions.</p> <p>In upper level classes, lectures are often to smaller groups of students and in some departments are replaced by tutorials and seminars.</p> <p><b>You may find that they have very few contact hours and less assessment than you are used to at your home institution.</b></p> <p><b>It is important to note that higher education in Scotland places a strong emphasis on independent study.</b></p> |
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| How will I be assessed?  | <p>Assessment methods vary from course to course, but may include essay submissions, project work and end of semester exams.</p> <p>Details of and deadlines for assessment are included in the course handbook for each of our courses. Exam timetables will be published on the University website during the semester.</p> <p>It is your responsibility to submit assessments and attend for exams punctually.</p>  |
| Who can I contact for advice during my studies?                    | <p>A member of staff from the Study Abroad and Exchange team will be your advisor.</p> <p>Course administrators will add you to a Moodle page for each course you are enrolled on. Moodle is the University of Glasgow's virtual learning environment.</p> <p>The Moodle page will give detailed information on your courses as well as useful contacts within the department.</p> <p>You should contact the course team with any course-specific enquiries in the first instance.</p> |
| I am unable to complete assignments or attend exams. What do I do? | The University operates a Good Cause process. Students can use this process to let university staff know of any circumstances affecting their studies.   |
| What support is available if I am facing personal challenges       | <p>The University's counselling team is available to all students. Full info on the support they can offer can be found at <a href="https://www.gla.ac.uk/myglasgow/counselling/">https://www.gla.ac.uk/myglasgow/counselling/</a></p>   |
| How do I keep up to date with University news?                     | You should remember to check your University of Glasgow email account regularly. All information and updates from the University will be sent to your student email address.   |

| Step 5: Course completion |   |
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| Exams and assessments     | <p>Details of assessment deadlines are included in course handbooks<br/>Exam diets are held in December for Semester 1 students and April/ May for Semester 2 students.</p> <p>Details of exam dates and deadlines can be found at<br/><a href="https://www.gla.ac.uk/myglasgow/registry/exams/dates/">https://www.gla.ac.uk/myglasgow/registry/exams/dates/</a></p> <p>Students are expected to remain in Glasgow until the last day of semester.</p> <p>You should remain in Glasgow until all exams and assessments have been completed.<br/>Permission will not be given for students to return home early to attend interviews, internships or family events</p> |
| Transcripts               | <p>Your official transcript will be sent to your home institution once results are finalised and available. This is an automatic process and you do not need to do anything to request your transcript.</p>   |