

### INSTITUTIONAL FACT SHEET 2022-23

Institution Name	Bournemouth University (BU)
Erasmus Code	UKPOOLE01
Address	Bournemouth University, Fern Barrow, Poole, Dorset BH12 5BB, United Kingdom
Responsible Person (for Learning Agreements)	Claire Taylor, Global Engagement Mobility Officer Tel: +44 (0) 1202 9652505 Email: <a href="mailto:incomingexchange@bournemouth.ac.uk">incomingexchange@bournemouth.ac.uk</a>
Exchange information	<a href="http://www.bournemouth.ac.uk/exchanges">www.bournemouth.ac.uk/exchanges</a>

### NOMINATIONS AND APPLICATIONS

Deadlines for Autumn exchange	Nominations: 30 April	Applications: 31 May
Deadlines for Spring exchange	Nominations: 30 September	Applications: 31 October
Process	<p>After approving nominations, we email your students the link to our online application form for them to complete. We include instructions and information about the supporting documents they must submit by the deadline outlined above.</p> <p><b>Supporting documents include</b> their academic transcript, learning agreement signed by the home university and, if required, proof of English language proficiency.</p>	

### IMPORTANT EXCHANGE STUDENT DATES

	Autumn (Semester 1)	Spring (Semester 2)
<b>Accommodation Move-in</b>	TBC: 17 & 18 September 2022	TBC: 22 January 2023
<b>Welcome &amp; Enrolment</b>	19 September 2022	23 January 2023
<b>Induction/Orientation</b>	19 - 23 September 2022	23 - 27 January 2023
<b>Semester Dates</b>	26 September 2022 – 29 January 2023	30 January – 04 June 2023
<b>Exam Period</b>	16 – 29 January 2023	22 May – 04 June 2023
<p><b>Essential Induction/Orientation activities</b> give students important information so they can be successful in their studies and become part of the BU community. <b>It is a requirement that all students attend these sessions and we strongly advise that students arrive at least one day before Welcome and Enrolment.</b> For this reason, students will receive a copy of their personalised induction schedule before arrival.</p> <p><b>Semester 1 move out dates:</b> for students staying for semester 1 only, your semester 1 exams will be online to allow you to move out of accommodation to allow arrival of semester 2 exchange students.</p>		

### ACADEMIC INFORMATION

Transcripts	<p><b>Please note:</b></p> <ul style="list-style-type: none"> <li>Students can access PROVISIONAL grades online 5 weeks after the exam period and will receive this information via Brightspace, our virtual learning platform. Our office will email students' provisional grades to exchange partners' international offices in mid to late March. Official transcripts will be issued later in the year.</li> <li>Official transcripts for all students will be emailed to partners' international offices, for distribution to your student/s in early August, after ratification by our Academic Assessment Boards which take place in late July.</li> </ul>
Information on programmes and units	<ul style="list-style-type: none"> <li>Students should select units that relate to their studies at the home university and are in line with the exchange agreement between our two institutions. Units are published in the <a href="#">BU Course Catalogue</a>. A learning agreement signed by the home university must be submitted as part of the student's application. It will be signed by BU and sent back to the student with their acceptance information.</li> </ul>

Language	<ul style="list-style-type: none"> <li>• Language of instruction is in English.</li> </ul>
Credit Transfer	<ul style="list-style-type: none"> <li>• The <u>E</u>uropean <u>C</u>redit <u>T</u>ransfer <u>S</u>ystem allocates 60 ECTS for a year of full-time study at undergraduate level. This is 120 Bournemouth University (BU) credits/CATS. 1 ECTS = 2 BU Credits.</li> <li>• Students will study 30 ECTS (60 BU CATS) at the appropriate academic level during one semester at BU: this is the normal credit weight of a semester of full-time study. Students study 3 units worth 10 ECTS each. Prior study in the relevant academic discipline is usually required.</li> </ul>

### ENGLISH LANGUAGE REQUIREMENTS

If English is not your student's first language, they must confirm they meet the course requirements	<ul style="list-style-type: none"> <li>• Where English is not their first language, students must provide evidence they meet the required level of English language proficiency for their programme. The required level for each programme is included in the BU Course Catalogue. Evidence must show that the student has been assessed in the 4 specific components of reading, writing, speaking and listening.</li> <li>• Some programmes, especially at Postgraduate level, require a higher level of English language proficiency. Information can be found in the English Language Requirements document <a href="#">on the right hand side of this BU webpage</a></li> <li>• We accept a range of recognised English Language qualifications for entry, which are among the language tests published and regularly updated by the UK Border Agency for UK Border Entry Permissions/Clearance purposes.</li> <li>• For students studying for one semester (less than six months) and, therefore, entering the UK with a Visitor Entry Clearance, a letter from the English Tutor at the home university may be acceptable on a case by case basis. Details of the information required and a template can be found <a href="#">on the right hand side of this BU webpage</a></li> <li>• Students studying for more than one semester and, therefore, entering with a Student Entry Clearance, cannot provide a letter as proof of English language proficiency. You will need to evidence qualifications as part of the Student Entry Clearance requirements, more information can be found in the English Language Requirements document <a href="#">on the right hand side of this BU webpage</a></li> </ul>
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### IMMIGRATION ADVICE FOR STUDENTS

<ul style="list-style-type: none"> <li>• Since 31 December 2020, <b>anyone</b> entering the UK, must have permission/clearance. This will be either: <ul style="list-style-type: none"> <li>○ The Visitor Entry Clearance if you will study at BU for one semester or</li> <li>○ The Student Entry Clearance if you will study at BU for two semesters.</li> </ul> </li> <li>• It is <b>the students'</b> responsibility to obtain the relevant immigration clearance required to enter the UK as part of a study abroad programme.</li> <li>• Please note that immigration regulations change frequently and vary depending on your nationality and length of study. We <b>strongly recommend</b> that you visit the UK Government website to check up to date information on UK entry requirements <a href="https://www.gov.uk/check-uk-visa">https://www.gov.uk/check-uk-visa</a></li> <li>• You should not try to enter via the Republic of Ireland if you plan to request entry as a Visitor Entry Clearance student on arrival, in this case you <b>must</b> travel directly to a UK port of entry e.g. Gatwick or Heathrow airport etc.</li> <li>• If you already have your UK Border Entry Clearance <b>sticker</b> in your passport before you travel, then you can enter the UK via the Republic of Ireland. <a href="#">To find information for studying at BU, you can also look online by clicking on this link</a></li> </ul>
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This basic comparison table below is not intended to give complete immigration advice. The information provided below is specific to studying at BU and is based on UK Immigration rules and published guidance as well as BU's own policies and procedures. All information is correct at the time of publication.

**EEA NATIONALS ENTERING THE UK AFTER 31 DECEMBER 2020:** EU students (excluding those from Ireland) on Erasmus+ study or work placements in the UK will be subject to the new points-based immigration system: **Erasmus+ students on study placements in the UK for 6 months or less can enter the UK under the Visitor Entry regulations and should ensure that they buy private medical insurance for the duration of their stay.**

	Student Entry Clearance	Visitor Entry Clearance, with prior Entry Clearance already in the passport
How long will you be studying at BU?	2 semesters	1 semester
Can I apply online	Yes	Yes
How much does an Entry Clearance application outside the UK cost?	£348	£95
Do I have to pay the Immigration Health Surcharge (IHS) as part of the Entry Clearance application?	Yes. You should buy private medical insurance before you travel to the UK. If you do not, you will need to pay to see a doctor in the UK.	No, but you will then need to pay, if you need to see a doctor; or you should buy private medical insurance before you come to the UK to be covered for your stay.
Do I have to save money in advance and show it for the Entry Clearance application?	Yes, for each month of your course you need to have saved £1023 for 28 days. If you have course fees to pay to BU, those will need to be saved in addition to the monthly living expenses or paid to BU before you apply for the visa.	Yes, but no specific amount is set by the rules. You need to show you have 'enough to pay your fees and support yourself during your studies'. Advice on how much it costs to live in Bournemouth can be found on our <a href="#">website</a> .
How long is my Entry Clearance going to be valid for?	Until the end of your course as it is confirmed in your CAS plus some additional time depending on the length of your course.	Maximum 6 months, but you are to leave the UK within 30 days of your course end date, so you may not be allowed to stay for the full 6 months.
Can I use the eGates at the airport?	Yes, but if you do, bring evidence of your flight e.g. your boarding card to enrolment as well.	If you did not apply before arriving in the UK, you cannot use the eGates and must be seen by a UK Border Force Officer in person  If you applied in advance, you can use the eGates but, if you do, bring evidence of your flight e.g. your boarding card to enrolment as well.
Can I travel to the UK via the Republic of Ireland or Channel Islands with these Entry Clearances?	Yes	Yes, but only if you received your Visitor Entry Clearance sticker in your passport before departing for the UK
Can I leave and re-enter the UK with the same Entry Clearance within its validity?	Yes, as long as your BU studies have not been completed or interrupted.	Yes, as long as your BU studies have not been completed or interrupted and your Entry Clearance <b>sticker</b> says ' <b>MULT</b> ' at 'Number of entries'.
Can I change my course once I have my Entry Clearance and I am enrolled?	If you change your course, we will be required to report this to the Home Office.	Yes
Can the Entry Clearance be extended in the UK?	The option is there but all the requirements have to be met.	No
Can I switch this Entry Clearance for a working Entry Clearance in the UK?	The option is there but all the requirements have to be met.	No
Can I work in the UK?	Yes, but with restrictions and only if you are on a full-time course.	No, not even work placement or volunteering.
Can I study a part-time course?	Only at postgraduate level but you cannot work or extend your visa.	Yes

### MEDICAL INSURANCE

- For your own safety, you **must** ensure that you have adequate medical insurance arranged in your home country **prior to entry** to the UK.
- If you are coming to study at BU with a Student Entry Clearance, you will already have paid an Immigration Health Surcharge (I.H.S.) as part of your visa application.
- The I.H.S. will cover primary and secondary care under the NHS for the duration of your study at BU.
- If you are coming to study for less than 6 months via the Visitor Entry Clearance you will need to ensure that you have private medical insurance for the duration of your stay.
- Find more information on health and healthcare at the [UKCISA.org website here](http://UKCISA.org).

## ACCOMMODATION

<b>General Advice</b>	<ul style="list-style-type: none"> <li>• There is always a high demand for student housing in Bournemouth and, where possible, we try to accommodate all exchange and study abroad students in BU specific housing. For other student housing options in Bournemouth see below.</li> <li>• Students will receive information and instructions for booking accommodation only <b>after</b> their application has been formally accepted.</li> <li>• We recommend students do not pay accommodation deposits until <b>after</b> their application has been formally accepted.</li> <li>• Students can contact the BU Accommodation Office for further advice at <a href="mailto:accommodation@bournemouth.ac.uk">accommodation@bournemouth.ac.uk</a> – please use “Incoming Exchange Student” in the subject field of the email.</li> </ul>
<b>Links for alternative short-term accommodation</b>	<ul style="list-style-type: none"> <li>• The <a href="#">BU short-term accommodation web page</a> offers some useful information.</li> <li>• <a href="#">BU Find a Housemate</a> - Facebook page where BU students advertise spare rooms.</li> <li>• Details of Host Families are available from the BU Accommodation Team on request.</li> <li>• <a href="#">Student.com</a> (a provider of accommodation worldwide for students, in partnership with UUKi, with offerings in Bournemouth). If students need a shorter contract, the website recommends using their “live chat” to ask about this.</li> </ul>

## ESTIMATED LIVING EXPENSES PER MONTH

<ul style="list-style-type: none"> <li>• The BU website has a useful guide to living expenses for students in Bournemouth <a href="#">here</a>.</li> <li>• UKCISA gives helpful information about costs to study in the UK on the <a href="#">UKCISA.org website here</a>.</li> </ul>
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## HELPFUL LINKS

<b>Faculties/Schools at BU</b>	Find out about the different BU faculties <a href="#">here</a>
<b>Arriving at BU</b>	Information about arriving at BU <a href="#">here</a>
<b>Maps for BU</b>	Helpful BU maps and directions to our campuses can be found <a href="#">here</a>
<b>Travel information</b>	Information about bike facilities and discounted bus tickets can be found <a href="#">here</a>
<b>Virtual Tour of BU</b>	Explore our campuses and accommodation before you arrive <a href="#">here</a> by clicking on “explore here”
<b>Disability &amp; Additional Learning Support</b>	Find out about disability and additional learning support offered at BU <a href="#">here</a> . Students can register for disability and additional learning support after their application has been formally accepted.
<b>Health &amp; Wellbeing at BU</b>	Information about the wellbeing support offered to students can be found <a href="#">here</a>
<b>AskBU</b>	Answers to frequently asked questions can be found <a href="#">here</a>
<b>Overseas Exam Team at BU</b>	Students can find out about the process to take exams overseas <a href="#">here</a>
<b>Guide to Bournemouth</b>	Explore our beautiful seaside resort, find out what to do and visitor information <a href="#">here</a>
<b>Coronavirus Information</b>	Read the latest information and advice for the BU community <a href="#">here</a> All study exchange questions should be sent to <a href="mailto:incomingexchange@bournemouth.ac.uk">incomingexchange@bournemouth.ac.uk</a>

***Every effort has been made to ensure the accuracy of the information contained in this document, but the University accepts no responsibility for errors or omissions. The University, at any time, reserves the right to introduce changes to the information given, including the addition, withdrawal or restructuring of the programme.***