

## Exchanges & Study Abroad at the University of St Andrews

### Information for Partner Institutions 2018-2019

Information herein is designed for colleagues at partner institutions. Please direct students to our online information at: <https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/>

#### CONTACTS

<b>Contact us</b>	Collaborations & Study Abroad (CSA) Team, Registry St Katharine's West, 16 The Scores, St Andrews, KY16 9AX, Scotland, UK T: +44 (0) 1334 46 22 45 E: <a href="mailto:studyabroad@st-andrews.ac.uk">studyabroad@st-andrews.ac.uk</a> Key contacts: Cecily Davey and Bronagh Masterson
<b>Website</b>	<a href="https://www.st-andrews.ac.uk/study-abroad/">https://www.st-andrews.ac.uk/study-abroad/</a>
<b>Emergency contacts</b>	During office hours please contact the CSA Team <u>Out of hours</u> University switchboard: +44 (0) 1334 47 61 61 In an emergency, partners may also reach Samantha Lister (Assistant Registrar, Partnerships & International Experience) on +44 (0) 7703 294 502

#### NOMINATIONS & APPLICATIONS

<b>Nominations &amp; deadlines</b>	We are grateful to partners for nominations via email at <a href="mailto:studyabroad@st-andrews.ac.uk">studyabroad@st-andrews.ac.uk</a> no later than 1 April for September entry and 15 October for January entry. Please contact us if you are unable to make this deadline.												
<b>Application deadlines</b>	<table border="0"> <thead> <tr> <th><u>September entry</u></th> <th></th> <th><u>January entry</u></th> <th></th> </tr> </thead> <tbody> <tr> <td>Applications open</td> <td>15 February</td> <td>Applications open</td> <td>1 September</td> </tr> <tr> <td>Deadline</td> <td>15 April</td> <td>Deadline</td> <td>31 October</td> </tr> </tbody> </table>	<u>September entry</u>		<u>January entry</u>		Applications open	15 February	Applications open	1 September	Deadline	15 April	Deadline	31 October
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<b>Application documents</b>	A complete application includes: <ul style="list-style-type: none"> <li>• Application form</li> <li>• Transcript</li> <li>• Academic reference</li> <li>• Proof of English language proficiency if appropriate</li> </ul>												
<b>Entry requirements</b>	Candidates should have a minimum average grade of 3.2 (on a US 4.0 GPA scale) or equivalent.  Candidates whose first language is not English will be expected to meet our English language requirements (minimum IELTS 7.0). Full details of accepted tests are available at: <a href="https://www.st-andrews.ac.uk/elt/entry/undergraduate/">https://www.st-andrews.ac.uk/elt/entry/undergraduate/</a>												
<b>Applying to St Andrews</b>	Undergraduate applicants should apply online at: <a href="https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/applying/">https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/applying/</a> Postgraduate applicants should return an Application form, available via the above weblink, to <a href="mailto:studyabroad@st-andrews.ac.uk">studyabroad@st-andrews.ac.uk</a>												
<b>Offer of a place</b>	Applicants may expect to hear a decision from us via email within four weeks of submitting a complete application. Applicants should email <a href="mailto:sareponse@st-andrews.ac.uk">sareponse@st-andrews.ac.uk</a> to confirm that they wish to accept their offer of a place.												

## ACADEMIC CALENDAR 2018-2019

<https://www.st-andrews.ac.uk/semesterdates/2018-2019/>

<b>Martinmas Semester (Semester One)</b>	Orientation	10 September	–	14 September
	Teaching	17 September	–	21 December
	Exams	10 December	–	21 December
<b>Candlemas Semester (Semester Two)</b>	Orientation	23 January	–	25 January
	Teaching	28 January	–	31 May
	Spring vacation	18 March	–	31 March
	Exams	13 May	–	24 May

## TRAVEL

<https://www.st-andrews.ac.uk/visiting/travel/>

It is important that students **do not** fly to the UK via Dublin, Ireland, as this causes problems with immigration into the UK.

## VISAS & IMMIGRATION

<https://www.st-andrews.ac.uk/study/support/international-students/moving-to-uk/visas/>

<https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/before/healthcare/>

<b>Full academic year</b>	<p>Students from countries outside the EEA/ Switzerland need to apply for a Tier 4 Visa. Once an entrant has accepted their offer to study at St Andrews, we will ask him/her to upload passport information and a copy of their passport, and subsequently to check the accuracy of the information. St Andrews will then issue the entrant with a Confirmation of Acceptance for Studies (CAS), which is used to apply for a Tier 4 Visa.</p> <p>Entrants will be given a temporary visa in their passports called a vignette, which is valid for 30 days from the start date of their course and allows travel into the UK. Leave will start one month before the course start date stated on the CAS.</p> <p>Entrants must then collect their Biometric Residence Permit (BRP) on arrival in the UK. At St Andrews, students will be able to collect their card as part of their matriculation process, provided they quote the University's unique Alternative Collection Location code (<b>2HE357</b>) on their visa application (guidance is provided to students as part of the CAS process). Please refer to the webpage below for up-to-date information about BRP cards.</p> <p><a href="https://www.st-andrews.ac.uk/orientation/orientation-essentials/biometric-residence-permits/">https://www.st-andrews.ac.uk/orientation/orientation-essentials/biometric-residence-permits/</a></p>
<b>Semester only</b> <ul style="list-style-type: none"><li>• <b>Non-visa national</b></li><li>• <b>Visa national</b></li></ul>	<p>Students can enter the UK on a Short-Term Study Visa. St Andrews will issue a letter which entrants should bring with them on arrival into a UK airport.</p> <p>Entrants should apply for a Short-Term Study Visa before entering the UK. The CSA team will provide information to entrants as required.</p>

## IMMIGRATION HEALTHCARE SURCHARGE

<b>Tier 4 Visa students</b>	<p>The Surcharge affects all Tier 4 visa students. It is collected by the Home Office at the point of visa application and goes directly to the National Health Service (NHS). Payment of the Surcharge gives migrants access to the NHS on the same terms as permanent UK residents.</p> <p><a href="https://www.st-andrews.ac.uk/study/support/international-students/moving-to-uk/information-tier-4/healthcare-surcharge/">https://www.st-andrews.ac.uk/study/support/international-students/moving-to-uk/information-tier-4/healthcare-surcharge/</a></p>
<b>Short-Term Study Visa students</b>	<p>Short-Term Study Visa students will <b>not</b> be liable for the Surcharge, but will be charged for some NHS medical treatments they receive and so they should ensure that they obtain medical insurance before travelling to the UK. Accident and Emergency care remains free of charge.</p>

## ENGLISH LANGUAGE COURSES

The University offers pre-sessional courses, in-sessional support and modules for students whose first language is not English: <https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/studies/what-will-i-study/english-language-support/>

## ACADEMIC INFORMATION

<b>Course catalogue &amp; information</b>	<p><a href="https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/studies/">https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/studies/</a></p> <p>The catalogue has information about all available modules, including a brief description of content, credits, level, semester availability, contact hours and independent study hours, and assessment. Please get in touch with us if you would like further information on any of our modules to help your students prepare.</p>
<b>Course load</b>	<p>A standard full-time course load for a visiting student is 50-70 credits (25-35 ECTS credits) per semester.</p>
<b>Modules</b>	<p>Most modules are 10, 15, 20 or 30 credits, so students might take fewer classes than at home (e.g. two 30 credit modules), but each module has a high workload. One credit represents the outcome achievable by the average student through 10 notional hours of learner effort.</p> <p>Modules at first and second level (1000 and 2000) are known as 'sub-honours', while modules at third and fourth level, and in some subjects, fifth level, (3000, 4000, and some 5000) are known as 'Honours'. Please note that Honours modules (and some 1000 and 2000 modules) require significant background knowledge.</p> <p>Students attending St Andrews through a subject-specific exchange are expected to take at least one module per semester in the subject of the exchange.</p>
<b>Enrolment &amp; academic advising</b>	<p>Students will be asked to pre-advise online, but module enrolments will only be finalised during Academic Advising, when students will have the opportunity to discuss their programme with an Adviser.</p>

## ACCOMMODATION FOR EXCHANGE AND STUDY ABROAD STUDENTS

<b>Applying for accommodation</b>	<p><a href="https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/applying/accommodation/">https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/applying/accommodation/</a></p> <p>Undergraduate exchange and study abroad students are guaranteed University accommodation as long as they apply by 30 June (for semester one entry) and 15 December (for semester two entry).</p> <p>Confirmation of allocated accommodation is sent to incoming students throughout the summer period (for semester one entry) and throughout January (for semester two entry)</p>
<b>Martinmas Semester (Semester One)</b>	Halls of Residence open on Saturday 8 September 2018
<b>Candlemas Semester (Semester Two)</b>	Halls of Residence open on Wednesday 23 January 2019

## FEES AND EXPENSES

<b>International Study Abroad programme fees for 2018-2019</b>	<table border="0"> <tr> <td><u>Academic year</u></td> <td><u>Semester</u></td> </tr> <tr> <td>£16,950</td> <td>£8,475</td> </tr> </table> <p>The programme fees cover tuition only.</p>	<u>Academic year</u>	<u>Semester</u>	£16,950	£8,475
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<b>Residence fees</b>	<p><a href="https://www.st-andrews.ac.uk/accommodation/ug/fees2019/">https://www.st-andrews.ac.uk/accommodation/ug/fees2019/</a></p> <p>Partners who require residence fees by semester may contact the CSA team.</p>				
<b>Partner institution sponsorship</b>	Where students are sponsored by a partner institution for tuition and/ or accommodation, invoices will be sent in August/ September and January/ February of each year.				
<b>Self-funded students</b>	<p>Fee payment information for self-funded students:</p> <p><a href="https://www.st-andrews.ac.uk/students/money/fees/howareyoupaying/payingtheuniversity/payingtuitionfees/">https://www.st-andrews.ac.uk/students/money/fees/howareyoupaying/payingtheuniversity/payingtuitionfees/</a></p>				

## STUDENT EXPERIENCE

<b>Student life</b>	<p><a href="https://www.st-andrews.ac.uk/study/why/life/">https://www.st-andrews.ac.uk/study/why/life/</a></p> <p>Life as a student at the University of St Andrews is a unique experience. From the bonding experience of the student traditions to the numerous sports clubs, societies and volunteering activities, there really is an activity for everyone.</p>
<b>Top in the UK for student satisfaction</b>	<p><a href="https://news.st-andrews.ac.uk/archive/a-decade-at-the-top-for-scotlands-first-university/">https://news.st-andrews.ac.uk/archive/a-decade-at-the-top-for-scotlands-first-university/</a></p> <p>The University of St Andrews is top in the UK for student academic experience, according to the results of The National Student Survey (NSS) 2018.</p>

## POLICY

Our *Policy on the Admission and Registration of Exchange and Study Abroad Students* is available at:

<https://www.st-andrews.ac.uk/study-abroad/at-st-andrews/student-policy/>