Please note that this information is designed for colleagues at partner institutions. Please direct students to our online information at: www.st-andrews.ac.uk/studyabroad

Contacts

| Contact Us | Collaborations & Study Abroad (CSA) Team Registry  
St Katharine’s West, 16 The Scores, St Andrews KY16 9AX, Scotland, UK  
T: +44 (0) 1334 462245  
E: studyabroad@st-andrews.ac.uk |
<table>
<thead>
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<tbody>
<tr>
<td>Website</td>
<td><a href="http://www.st-andrews.ac.uk/studyabroad">www.st-andrews.ac.uk/studyabroad</a></td>
</tr>
</tbody>
</table>
| Our Team | Samantha Lister, Head of Academic Partnerships and International Experience  
Bronagh Crosse, Student Mobility Officer  
Sam Dixon, Senior Administrator  
Kirsty Campbell, Senior Administrator (Erasmus+)  
Morag Mayes, Senior Administrator |
| Emergency Contacts | During office hours, please contact the CSA Team  
Out of hours  
University switchboard: +44 (0) 1334 476161  
In an emergency, partners may also reach Sam Lister on +44 (0) 7703 294 502 |

Nominations and applications

<table>
<thead>
<tr>
<th>Nominations and deadlines</th>
<th>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 just contact us if you are unable to make this deadline.</th>
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</thead>
</table>
| Application deadlines | September entry  
Applications open: 15 February  
Deadline: 15 April  
January entry  
Applications open: 1 September  
Deadline: 31 October |
| Application documents | A complete application includes:  
- Application form  
- Transcript  
- Academic reference  
- Proof of English language proficiency if appropriate |
| Entry requirements | 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: www.st-andrews.ac.uk/elt/entry/undergraduate/ |
Applying to St Andrews

Undergraduate applicants should apply online at: www.st-andrews.ac.uk/studyabroad/incomingstudents/applyingtostandrews/

Postgraduate applicants should return an Application form, available at the above weblink, to studyabroad@st-andrews.ac.uk

Offer of a place

Applicants may expect to hear a decision from us via email within four weeks of submitting a complete application. Applicants should email saresponse@st-andrews.ac.uk to confirm that they wish to accept their offer of a place.

Academic calendar 2017-2018

See http://www.st-andrews.ac.uk/semesterdates/2017-2018/ for full details and future dates

<table>
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<tr>
<th>Semester</th>
<th>Orientation</th>
<th>Teaching</th>
<th>Exams</th>
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<tbody>
<tr>
<td>Martinmas Semester (Semester One)</td>
<td>11 September – 15 September</td>
<td>18 September – 22 December</td>
<td>11 December – 22 December</td>
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<tr>
<td>Candlemas Semester (Semester Two)</td>
<td>24 January – 26 January</td>
<td>29 January – 1 June</td>
<td>19 March – 30 March</td>
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<td></td>
<td></td>
<td>Spring Vacation: 19 March – 30 March</td>
<td>Exams: 14 May – 25 May</td>
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Travel

We recommend that students do not fly to the UK via Dublin, Ireland, as this causes problems with immigration into the UK. Information about travelling to St Andrews is available at:

www.st-andrews.ac.uk/about/visiting/travel/

Visas and immigration

See www.st-andrews.ac.uk/studyabroad/incomingstudents/practicalinformation/immigration/

Full Academic Year

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 CAS, which is used to apply for a Tier 4 visa.

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.

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 Assigned Collection Location code (2HE357) on their visa application (guidance is provided to students as part of the CAS process).

Semester Only

University of St Andrews
www.st-andrews.ac.uk/studyabroad
• Non-visa national
  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.
  Entrants should apply for a Short Term Study Visa before entering the UK. The CSA team will provide information to entrants as required.

Biometric Residence Permits (BRP)
www.st-andrews.ac.uk/international/information/visas/applying/newstudents/
Please see the above webpage for up to date information about BRP cards.

Immigration Healthcare Surcharge
www.st-andrews.ac.uk/international/information/visas/applying/newstudents/
This charge came into effect in the UK in April 2015 and affects all Tier 4 students. The Surcharge will be collected by the Home Office at the point of visa application and will go directly to the NHS. It will give migrants access to the National Health Service on the same terms as a permanent UK resident.

Short Term Study Visa students will not 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 will remain free of charge.

English language courses
The University offers pre-sessional courses, in-sessional support and modules for students whose first language is not English. Full information is available at:
www.st-andrews.ac.uk/studyabroad/incomingstudents/practicalinformation/

Academic information
• The Course 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.
• A standard full-time course load for a visiting student is 50-70 credits (25-35 ECTS credits) per semester.
• Most modules come in values of 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.
• 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.
• 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.

University of St Andrews
www.st-andrews.ac.uk/studyabroad
Students will be asked to pre-advertise online, but module enrolments will only be finalised during Academic Advising, when students will have the opportunity to discuss their programme with an Adviser.

The Course Catalogue, further information, and our Top Ten Tips to Maximise Your Study Abroad Experience are available at:

www.st-andrews.ac.uk/studyabroad/incomingstudents/academicinformation/

Accommodation

See www.st-andrews.ac.uk/studyabroad/incomingstudents/practicalinformation/accommodation/ for information on accommodation for Exchange and Study Abroad students.

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<tbody>
<tr>
<td>Martinmas Semester (Semester One)</td>
<td>Halls of Residence open Saturday 9 September</td>
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<tr>
<td>Candlemas Semester (Semester Two)</td>
<td>Halls of Residence open Wednesday 24 January</td>
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Fees and expenses

Fees for the International Study Abroad Programme are:

<table>
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<th>Session</th>
<th>Academic Year</th>
<th>Semester</th>
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<tr>
<td>2017-2018</td>
<td>£16,900</td>
<td>£8,450</td>
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The Programme Fees above cover tuition only. Residence fees are available at: www.st-andrews.ac.uk/accommodation/ug/ugfees2015/ Partners who require residence fees by semester may contact the CSA team.

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.

Self-funded students will find information about paying fees at:

www.st-andrews.ac.uk/students/money/tuitionfees/howareyoupaying/

Student life

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. For details, please see:

www.st-andrews.ac.uk/study/why/life/

Policy

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

www.st-andrews.ac.uk/studyabroad/incomingstudents/policy-inboundstudents/

University of St Andrews

www.st-andrews.ac.uk/studyabroad