

Fact sheet for Erasmus+ partners – academic year 2020/21

Contact details	
Website	<a href="http://gla.ac.uk/study/visiting/studyabroadexchange/erasmusstudy">gla.ac.uk/study/visiting/studyabroadexchange/erasmusstudy</a>
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General information	
How long can students study?	<p>Students may be nominated for one semester or one year depending upon the agreed places and terms of our partnership agreement. Please note that some of the University of Glasgow’s subject areas can only admit students for the full academic year due to course structures.</p> <p>Our academic calendar is:</p> <ul style="list-style-type: none"> <li>▪ Semester 1 (September – December)</li> <li>▪ Semester 2 (January – May)</li> <li>▪ Full academic year (September – May)</li> </ul> <p>Academic session dates for 2020/21 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: We advise all students that late arrival is not permitted, and that the University of Glasgow cannot invigilate exams for visiting students. Students are expected to be in Glasgow until the end of the examination period, and will not be permitted to leave early due to commitments at home such as work placements, internships, exams at home etc. All assessments must be completed before students depart from the University of Glasgow.</p>

<b>Step 1: Nomination and Application</b>	
When can you nominate your students?	<p>Nominations for September 2020 will open in February 2020 Nominations for January 2021 will open in Autumn 2020</p> <p>You will be sent a link to an online form where you may complete your students' details.</p> <p>Students will then be contacted directly with further information about the application process and how to select courses.</p>
When can students apply?	<p>Applications for September 2020 will open in March 2020 The deadline for Semester 1/Full Academic Year applications is <b>1<sup>st</sup> May 2020</b></p> <p>Applications for January 2021 will open in September 2020 The deadline for Semester 2 applications is <b>31<sup>st</sup> October 2020</b></p>
How do students apply?	<p>Applications are made on our online system. The link will be available at <a href="https://www.gla.ac.uk/study/visiting/studyabroadexchange/erasmusstudy/howtoapply/">https://www.gla.ac.uk/study/visiting/studyabroadexchange/erasmusstudy/howtoapply/</a></p> <p>Students should read the application guidance notes and Course Selection Guide on the website carefully before selecting courses.</p>
What supporting documents do students have to provide?	<p><b>All students</b> must provide:</p> <ul style="list-style-type: none"> <li>• An up-to-date Official Academic transcript with a translation in English</li> <li>• Learning Agreement with proposed course selection – please note that the Learning Agreement does not have to be signed for the purposes of application to Glasgow.</li> <li>• A colour copy of the photo page of their passport.</li> <li>• Evidence of language proficiency</li> </ul> <p><b>EU/EEA nationals</b> will receive an English Language Proficiency Evidence form from the University of Glasgow at the point of nomination to complete and upload onto their online application. If any further documentation is needed, the University of Glasgow will contact students once we have begun processing their application.</p> <p><b>Non-EU nationals:</b> IELTS for UKVI (Academic) test taken within the last 2 years which confirms an overall score of 6.0 with no subset lower than 5.5.</p>
Entrance requirements	<p>Our standard entry requirements are</p> <ul style="list-style-type: none"> <li>• Evidence of English Language Proficiency to a CEFR B2 level in all four components of reading, writing, speaking and listening.</li> <li>• Individual course modules may have specific entry requirements (see 'How do students choose courses?' section below.)</li> </ul>

<p>How many credits should students study?</p>	<p>The required course load for one semester is 60 Glasgow credits.</p> <p>The required course load for the full academic year is 120 Glasgow credits. Please note the University of Glasgow does not permit exchange students to underload or overload. The above course loads are University mandated.</p> <p>The credit ratio between Glasgow credits and ECTS is 2:1; 60 Glasgow credits = 30 ECTS</p> <p>Most Arts and Social Sciences courses are 20 credits. A small number can be 10, 15 or 30 credits. Most Science and Engineering courses are 10 Glasgow credits.</p> <p>When selecting courses as part of the online application, please advise students to initially select more classes than the required course load of 60 credits per semester. This allows some flexibility if they cannot be enrolled on their preferred course choices due to timetable clashes, course availability or if the course is not running.</p>
<p>How do students choose courses?</p>	<p>Students must choose courses as part of their online application. Courses can be ranked in order of preference.</p> <p>Students must choose specific courses and NOT general subject areas.</p> <p>Students should refer to guidance on our webpages when selecting courses. <a href="#">Courses available are listed on our course catalogue</a></p> <p>The pre-requisites listed in our course catalogue apply to degree-seeking students only.</p> <p>Erasmus+ students are required to take courses with the School at Glasgow who holds their subject agreement. Courses from subject areas outwith the agreement may be requested but cannot be guaranteed</p> <p>Level 1 and 2 courses are lower level undergraduate courses that require no/little previous experience. Level 3 and 4 courses are upper level undergraduate courses 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 exchange students are Medicine, Vet Medicine and Dentistry.</p> <p>Level 5 (postgraduate level) courses in most subjects are unavailable. Nominated postgraduate students will normally be restricted to undergraduate level courses. Please refer to Course Selection Guide.</p> <p>Semester 1 only students are not permitted to take level 3 and 4 Computing Science, Maths or Stats courses due to course structure. Exams for these courses happen only in April/May, and alternative assessment in December is not possible.</p>

<p>What happens after the application is submitted?</p>	<p>Once we receive the application, students will receive feedback from the Admissions team.</p> <p>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 notification that their application has been unsuccessful.</li> </ul>
<p>How do students accept their offer?</p>	<p>Students do not need to formally accept their offer.</p> <p>However; it is important that if students decide to withdraw from the programme, they let the Study Abroad and Exchange Team know to enable us to update our records.</p>
<p>How do students find out if they have been accepted for their chosen courses?</p>	<p>Once students have been accepted, their courses choices will be sent to School Academic Subject Coordinators for approval.</p> <p>This normally happens in July for Semester 1/Full Year Students and December for Semester 2 only students.</p> <p>The Study Abroad and Exchange team will contact students by email to advise whether or not they have been approved for their chosen courses. We will also advise if alternative courses have been suggested by our academic staff.</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>**You should not attempt to enrol yourself in courses.</b></p> <p><b>Please note course enrolments are only final once students arrive in Glasgow</b></p>
<p>When does the University of Glasgow sign student Learning Agreements?</p>	<p>The University of Glasgow signs all incoming student Learning Agreements in July for Semester 1/Full Year students, and December for Semester 2 students.</p> <p>Learning Agreements are signed provisionally by the SAE Team on the basis of course approval feedback received from the School Academic Subject Coordinators.</p>
<p>Can I let the University know if students have any additional support needs?</p>	<p>Please contact the SAE team to advise them of any students with additional support needs. This will allow the SAE Team to send you and your students relevant information for our Disability Services.</p>

## Step 2: Preparing for arrival to Glasgow

Do students require a visa?	Students must view our <a href="#">guidance notes</a> to check whether they need a visa, and if so which visa they will require. 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>
How do students register as a University of Glasgow student?	Students 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.  They should complete academic registration as soon as possible in order to be enrolled in classes.  Both academic and financial registration should be completed prior to arrival in Glasgow.
How do students apply for accommodation?	Students studying for one semester may apply for university accommodation; however, a place is not guaranteed. Students studying for the full academic year are guaranteed accommodation if applications are received before the deadline. Full details can be found <a href="#">here</a>  Students must be fully accepted on our online MyCampus system in order to apply for University Accommodation.  Private accommodation guidance will also be provided to students by the SAE Team pre-arrival.

## Step 3: Orientation and arrival

What do I need to know about orientation?	All students are required to take part in a mandatory Orientation session before they begin their studies at Glasgow.  Orientation will include information sessions and optional social events.  Details about Orientation will be emailed to students closer to the beginning of semester. 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.  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>  Meetings with the Study Abroad and Exchange team will be available on arrival to confirm course choices and/or address any further issues students may have.
What do students do if they require healthcare while in Glasgow?	All students are entitled to free healthcare provided by the National Health Service.  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>

Step 4: During the course	
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>Students may find that they have very few contact hours and less assessment than they are used to at their 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>
How will students 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 the student's responsibility to submit assessments and attend for exams punctually.</p>
Who should students contact for advice during studies in Glasgow?	<p>A member of staff from the Study Abroad and Exchange team will be the student's advisor.</p> <p>Course administrators will add students to a Moodle page for each course they 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>Students should contact the course team with any course-specific enquiries in the first instance.</p>
What should students do if they are unable to complete assignments or attend exams?	<p>The University operates a Good Cause process. Students can use this process to let university staff know of any circumstances affecting their studies.</p>
What support is available if students are facing personal challenges?	<p>The University's counselling team is available to all students.</p> <p>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>

## Step 5: Course completion

Exams and assessments	<p>Details of assessment deadlines are included in course handbooks 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 <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>Students should remain in Glasgow until all exams and assessments have been completed. Permission will not be given for students to return home early to attend interviews, internships or family events</p>
Transcripts	<p>An official transcript will be sent to the student's home address once results are finalised and available. This is an automatic process and students do not need to do anything to request their transcript.</p>