

## INFORMATION SHEET FOR EXCHANGE PARTNER UNIVERSITIES 2023-24

<b>Full Name of University</b>	<b>University of Portsmouth (UoP)</b>	
<b>Postal Address</b>	Global Mobility Team, Floor 4, Mercantile Building, Hampshire Terrace, Portsmouth, United Kingdom, PO1 2EG	
<b>Email addresses</b>	For partners and prospective students – <a href="mailto:incoming@port.ac.uk">incoming@port.ac.uk</a> Application enquiries: <a href="mailto:exchange-admissions@port.ac.uk">exchange-admissions@port.ac.uk</a>	
<b>Websites</b>	Global Mobility - <a href="https://www.port.ac.uk/study/exchanges-and-study-abroad">https://www.port.ac.uk/study/exchanges-and-study-abroad</a>	
<b>Telephone</b>	+44 (0)23 9284 3488	
<b>Academic Calendar</b>	<a href="https://www.port.ac.uk/about-us/key-dates">https://www.port.ac.uk/about-us/key-dates</a>	
	<b>Year Long and Autumn (TB1) dates:</b>  <b>International Orientation</b> Monday 11 September 2023 to Sunday 17 September 2023  <b>Teaching block 1 (TB1)</b> Monday 18 September 2023 to Friday 19 January 2024  <b>Year Long:</b> Monday 18 September 2023 to Friday 21 June 2024	<b>Spring dates (TB2)</b>  <b>International Orientation</b> Monday 15 January 2024 to Sunday 21 January 2024  <b>Teaching block 2 (TB2)</b> Monday 22 January 2024 to Friday 21 June 2024
<b>Nominations and applications deadlines</b>	<b>Nomination deadline: 31 March</b> <b>Application deadline: 31 May</b>	<b>Nomination deadline: 30 September</b> <b>Application deadline: 31 October</b>
<b>Modules catalogue</b>	<a href="https://www.port.ac.uk/study/exchanges-and-study-abroad/choose-what-youll-study">https://www.port.ac.uk/study/exchanges-and-study-abroad/choose-what-youll-study</a>	

### CONTACT DETAILS

<b>Global Mobility team</b>	<b>Joanna Paraskelidis</b> - Global Mobility Manager <b>Dan Wightman</b> - Global Mobility Officer <b>Andy Smith</b> - Global Mobility Adviser	
<b>Office hours</b>	<b>Office</b> - Monday – Friday from 10am – 3pm. <b>Online</b> - Monday – Friday 9am – 4:30pm	

### APPLICATION PROCESS

<b>Information</b>	<p><b>This application process applies only to exchange students attending modules for one teaching block or full year.</b> PLEASE NOTE that students attending for thesis preparation/research project only, need to complete a different application form. Students should contact <a href="mailto:exchange-admissions@port.ac.uk">exchange-admissions@port.ac.uk</a> to receive further guidance in this instance.</p> <p>Students must receive an <b>Unconditional Offer</b> from the University before accommodation can be applied for. <u>It is strongly recommended that students apply at the earliest opportunity to secure housing.</u></p> <p style="color: red;"><b>Please note that applications received after the given deadline will not be accepted!</b></p>
<b>How to apply?</b>	<ol style="list-style-type: none"> <li>1) When a student is nominated by your university they will receive a <b>Conditional Offer</b> and an Application Guide via email which contains a link to access their Online Application form. <b><u>A conditional offer does not guarantee their place.</u></b></li> <li>2) Student then completes the online application following the required steps</li> <li>3) Student submits all supporting documents as a part of the Online Application form:             <ul style="list-style-type: none"> <li>▪ <b>Transcript of recent grades</b> – obtained at the home university, needs to be stamped and signed, and in English.</li> <li>▪ <b>English language proficiency evidence</b> – (see “Language Requirements” section below for more information).</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>▪ <b>Copy of a valid passport</b></li> <li>▪ <b>Copy of signed learning agreement</b> – (see “Learning Agreement for Studies section” below).</li> </ul> <p>4) The student must click the <b>SUBMIT</b> button at the end of their application – <b>as applications left in DRAFT status will <u>not</u> be processed!</b></p> <p>5) Once the application has been submitted and reviewed, the student will receive appropriate communication with regards to their application. <u>The student is only accepted for studies when an <b>Unconditional offer</b> has been issued.</u></p>
<p><b>Learning Agreement for Studies</b></p>	<p>The <b>Learning Agreement for Studies</b> must show all modules selected for the intended period of mobility. The Learning Agreement <b>must be signed by the student and home Academic Coordinator, and then submitted before the start of the mobility.</b> We advise students to submit the Learning Agreement for Studies as soon as possible to ensure module availability.</p>
<p><b><u>PRACTICAL INFORMATION</u></b></p>	
<p><b>Visa</b></p>	<p>All students applying to study on an Exchange or Study Abroad Programme, need to apply for the correct visa to study in the UK, depending on the mobility duration:</p> <p><b>VISAS FOR 6 MONTHS OR LESS</b> If the exchange programme lasts for 6 months or less, students will need to apply for visa from the ‘<a href="#">Standard Visitor for the purpose of study</a>’ category. The ‘Standard Visitor for the purpose of Study’ visa <b>can’t be extended</b> and applicants <b>aren’t permitted to work on this visa.</b> Please check further information about this visa on our website: <a href="https://www.port.ac.uk/student-life/international-students/visa-advice/visas-for-exchange-and-study-abroad-students">https://www.port.ac.uk/student-life/international-students/visa-advice/visas-for-exchange-and-study-abroad-students</a></p> <p><b>VISAS FOR MORE THAN 6 MONTHS</b> If the exchange programme lasts for more than 6 months, students will need to apply for a <a href="#">Student Route visa</a>. Students cannot switch to the Student Route visa in the UK if they have entered as a Standard Visitor. They must apply in their home country. A Student Route visa for an Exchange programme cannot be extended in the UK. Please check further information about this visa on our website: <a href="https://www.port.ac.uk/student-life/international-students/visa-advice/visas-for-exchange-and-study-abroad-students">https://www.port.ac.uk/student-life/international-students/visa-advice/visas-for-exchange-and-study-abroad-students</a></p> <p>For both types of visa some students may need to apply for an Academic Technology Approval Scheme (ATAS) certificate if your course and nationality require it. Please note that visa regulations can change at any point and students need to ensure they apply for the appropriate type of visa by visiting UK Government’s website <a href="https://www.gov.uk/check-uk-visa">https://www.gov.uk/check-uk-visa</a>.</p> <p>For any queries about making a visa application please contact the International Student Advice team by emailing <a href="mailto:student-visa@port.ac.uk">student-visa@port.ac.uk</a></p>
<p><b>ATAS Check</b></p>	<p><b>Academic Technology Approval Scheme (ATAS)</b> – To study some of our courses in <a href="#">science and technology</a>, students need to have clearance under ATAS. This will be requested depending on the modules selected to study. ATAS is a security check the UK Foreign and Commonwealth Office makes. Once successful, the student receives an ATAS Certificate, which is needed while applying for a student visa.</p> <p>For more information please visit our website: <a href="https://www.port.ac.uk/study/international-students/visa-advice/academic-tech-approval-scheme">https://www.port.ac.uk/study/international-students/visa-advice/academic-tech-approval-scheme</a></p>

<p><b>Language Requirements</b></p>	<p>Language of instruction: English</p> <p><b>ALL APPLICANTS</b> must provide evidence of their English language proficiency at a minimum of IELTS band 6.0 with no component score below 5.5 or an approved equivalent - please see a full list of accepted English language tests on our website: <a href="https://www.port.ac.uk/study/international-students/english-language-requirements">https://www.port.ac.uk/study/international-students/english-language-requirements</a></p> <p>Please note that <b>native English speakers</b> must also provide proof of English competency through a copy of their high school (or equivalent) transcripts</p>
<p><b>International Orientation programme</b></p>	<p><b>The Orientation programme:</b> Information about the programme and what students should do before they arrive can be found here: <a href="https://www.port.ac.uk/study/international-students/starting-at-portsmouth">https://www.port.ac.uk/study/international-students/starting-at-portsmouth</a></p>
<p><b>Facilities for disabilities and additional support</b></p>	<p><b>Additional Support and Disability Advice Centre (ASDAC)</b> ASDAC can provide advice and discuss support for any student who discloses a disability or additional learning needs. For more information please visit the website: <a href="https://www.port.ac.uk/student-life/guidance-and-support/additional-support-and-disability-advice">https://www.port.ac.uk/student-life/guidance-and-support/additional-support-and-disability-advice</a></p>
<p><b>Healthcare and insurance</b></p>	<p>Students applying for the UKVI Student Route for a visa duration of <u>six months or more</u>, are required to pay the Immigration Health Surcharge (IHS) as a compulsory part of a visa application. This will give them access to NHS healthcare and the ability to register with a GP (doctor).</p> <p>Students applying for less than six months, and for a Standard Visitor visa for the purpose of study, can still access medical care, but they will be required to pay for the service. Students may be able to register as a temporary patient with a GP surgery and may be able to access National Health Service (NHS) walk-in services.</p> <p>It is strongly recommended that all students obtain comprehensive travel and medical insurance with sickness cover before arriving in the UK to cover the period of stay. Helpful information about healthcare can be found on the UKCISA website <a href="http://www.ukcisa.org.uk">www.ukcisa.org.uk</a>.</p> <p>Visit <a href="https://www.port.ac.uk/life-at-uni/international-students/starting-at-portsmouth/your-first-weeks">https://www.port.ac.uk/life-at-uni/international-students/starting-at-portsmouth/your-first-weeks</a> for essential information before arrival in Portsmouth.</p>
<p><b>Accommodation (Student Housing team)</b></p>	<p>A room can be offered in halls for all students, applying for full year or autumn term, who accept their offer to the University of Portsmouth and meet any accommodation deadlines and other related requirements. Accommodation in halls of residence for is dependent upon availability.</p> <p>Exchange students can apply for accommodation once an <u>Unconditional Offer</u> has been made to the them. Therefore, it is strongly recommended that students complete their application form early, so there is adequate time for applying for accommodation and to meet relevant accommodation application deadlines.</p> <p>The Student Housing team will assist students in finding a place to live either in a Hall of Residence or a student house in the private sector. There is a variety of private accommodation in Portsmouth, with a range of price points.</p> <p>Accommodation applications will be sent by email from the end of February 2023 onward to all students who have firmly accepted an offer to study here for 2023/24</p> <p>Places in halls of residence are allocated in order of receipt of the accommodation application in Student Housing. Applicants will be allocated to their highest available preference of accommodation, subject to availability.</p> <p>Students, who have received an official acceptance from university and applied for halls of residence, will be notified from April onward of the outcome of their application. If allocated to halls, a £250 deposit or advanced rent will be required within 2 weeks of receiving a room offer to secure the room (refundable, if cancelled by set deadline).</p> <p>Students who choose to live in student houses in the city, are given support and advice on finding private rented accommodation through secure online resources.</p> <p>Email: <a href="mailto:student.housing@port.ac.uk">student.housing@port.ac.uk</a> Website: <a href="https://www.port.ac.uk/student-life/accommodation/guaranteed-room-in-halls">https://www.port.ac.uk/student-life/accommodation/guaranteed-room-in-halls</a></p>