



MANCHESTER
1824

The University
of Manchester

www.manchester.ac.uk/international

arrival guide

For International and EU Students 2012-2013

Welcome to The University of Manchester

Congratulations on deciding to study at The University of Manchester.
I would like to take this opportunity to extend a very warm welcome to you.

Whether you are coming here for a short course or staying on for a longer programme, your time at Manchester will be a valuable educational experience which will enhance both your personal and professional development. You are joining an institution which is modern and forward-looking, with some of the best facilities in the world, but which at the same time retains a strong sense of its long and proud history. Manchester is a highly successful university that is ranked amongst the most respected institutes of higher learning worldwide. By coming here, you are joining a truly international community with students and staff from more than 160 different countries.

Manchester is one of the UK's most vibrant cities, with a rich and diverse social and cultural life. It is also a hub of enterprise and development, and has a long tradition of embracing people from all around the world. I'm sure that you will be pleased to call Manchester home during your studies.

I wish you a safe journey and we look forward to welcoming you to The University of Manchester.

Professor Dame Nancy Rothwell
President and Vice-Chancellor

Find us online at: www.manchester.ac.uk

Follow us on:



www.facebook.com/admissionsUoM



www.twitter.com/admissionsUoM



www.youtube.com/universitymanchester



www.manchester.ac.uk/international

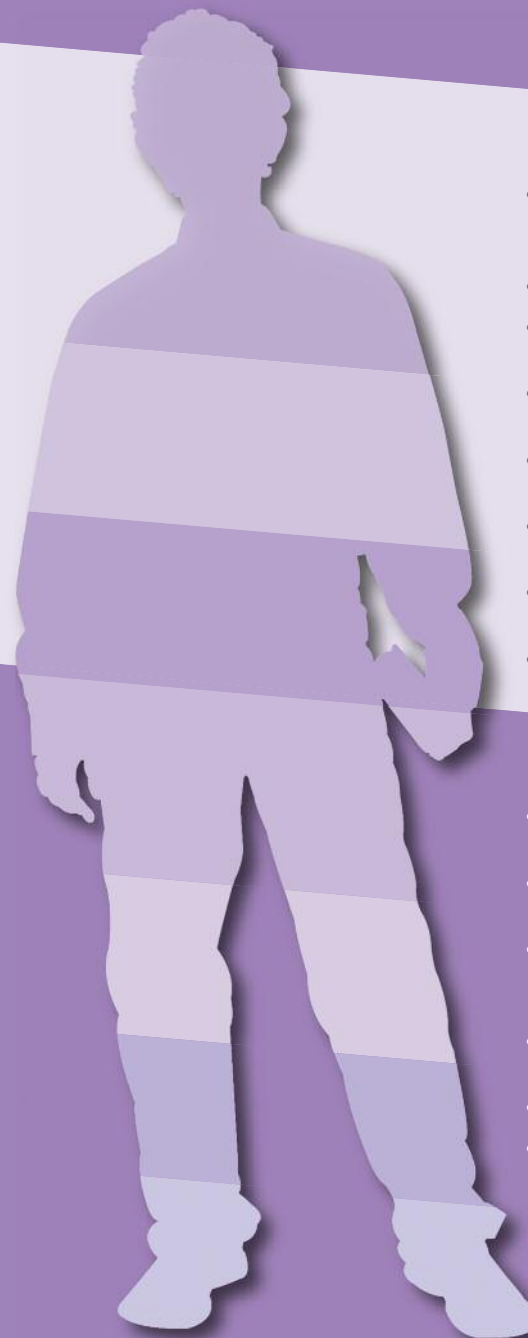


“The Manchester campus has a big international feel; you are likely to be in classes with people from all over the world and to be taught by people from all over the world.”

Marc

www.manchester.ac.uk/international

Our community



- Over 5,000 of us volunteer regularly in the local community and we contribute 48,000 hours of unpaid work
 - 20,000 of us play sport
 - 1,690 of us eat breakfast together every day in our Halls
 - Almost 4,000 of us went on organised trips around the UK last year
 - 46% of us work part-time during our studies
 - 8,000 of us met with a careers advisor last year
 - 4,000 of us lost our University ID cards last year
 - 1,500 of us mentor other students
-
- Over 32,000 of us come from European countries including the UK
 - Over 1,500 of us come from Africa and the Middle East
 - And about the same number from North, Central and South American countries
 - Nearly 5,000 of us come from Central and SE Asia
 - Over 1,000 of us are from South Asia
 - Fewer than 50 of us come from Oceania!

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How to use this guide

Coming to study in another country is an exciting experience and we know that you will have many questions. This guide is designed to answer some of those questions and provide you with information which should be useful throughout your time in the UK.



KEY DATES

Orientation	13 – 16 September 2012
Semester One	17 September 2012 – 31 January 2013 (break 14 December 2012 – 14 January 2013)
Semester Two	28 January 2013 – 7 June 2013 (break 22 March 2013 – 15 April 2013)

Most full-time postgraduate courses involve private study during the summer period (summer 2013). If you are unsure of the attendance requirements contact your School.

This guide features six current Manchester students

The guide is organised chronologically to help you work out what you need to do over the next few months before you arrive in Manchester. Read the entire guide so you are prepared for what you will need to do later on.

You may want to add to things yourself as you go through the guide.

The guide makes reference to map locations to help you navigate around campus. For example, if the map reference is Map 2, 57 – you should look at Map 2 on page 74, and then for the building marked 57 (in this example the Student Services Centre).

Contact details of many University services and other organisations are included. You can get in touch with them before you arrive if you have any questions or concerns.

If the question you have is of a more general nature or you are not sure who to ask, or you would like to give feedback on this guide, please contact:

International Office

International Development Division
Directorate for the Student Experience
The University of Manchester
Oxford Road
Manchester M13 9PL, UK.
tel +44 (0)161 275 2196
fax +44 (0)161 275 2058
email offer@manchester.ac.uk



Lisa is an undergraduate student from Zimbabwe who is studying Politics, Philosophy and Economics



Pranav is an undergraduate Mechatronic Engineering student from India



Yuchuan is a Chinese postgraduate research student within Civil Engineering



Alexandra is a British undergraduate Pharmacology and Physiology student



Heather is an MSc Global Urban Development and Planning taught masters student from the USA



Marc is a British Physics student in his final year of a four year course



First things first PART 1

This section gives you the information you need to know straight away to begin planning your time in Manchester. By the end of this section, you should have:

		checklist
Accepted your offer to study	(page 12)	<input type="checkbox"/>
Found out how to apply for immigration permission, if required	(page 13)	<input type="checkbox"/>
Found out about English language requirements	(page 16)	<input type="checkbox"/>
Begun organising your finances, particularly any evidence you need to provide for your visa application	(page 18)	<input type="checkbox"/>
Learned about working whilst studying	(page 22)	<input type="checkbox"/>
Found out about bringing your family to Manchester	(page 24)	<input type="checkbox"/>
Discovered more about Manchester	(page 28)	<input type="checkbox"/>
Connected with other new students	(page 29)	<input type="checkbox"/>

Your offer

The first step of your journey to Manchester is accepting your offer to study with us.

If your offer is 'Unconditional'

This means that the University does not require any further evidence from you to prove that you meet the admission requirements. If you have not done so you should formally accept your offer of a place. If you are an undergraduate you should inform UCAS of your decision. If you are a postgraduate, you should contact your School to confirm your acceptance or you can also accept by emailing the International Office on offer@manchester.ac.uk

If your offer is 'Conditional'

This means that the University requires further evidence of your qualifications before they can give you admission. Your offer will state what the conditions are. If your offer is conditional on an exam you have yet to take or for which you are awaiting a result you should send a copy of your transcript to your School as soon as you receive it, even if you are short of the required grade.

Your offer may also ask for an English Language score, usually in IELTS or TOEFL. If you need to improve your English level before meeting the conditions of your offer, you may wish to consider a summer pre-session English course at The University of Manchester. Please see page 16 for further details.

You can accept your offer of a place before it becomes unconditional. If you are an undergraduate you should inform UCAS of your decision. If you are a postgraduate, you should contact your School to confirm your acceptance or you can also accept by emailing the International Office at offer@manchester.ac.uk.

If you are a Study Abroad or Exchange student

You will have been made a formal offer and will have to fulfil any requirements communicated to you by the terms of the Study Abroad/Exchange programme. If you are unsure of the requirements, please contact your home university's international office or email exchangestudy@manchester.ac.uk.

If you are an Erasmus student

You will not have to fulfil any requirements other than those already communicated to you by the terms of the Erasmus programme and within your letter of acceptance. If you are unsure of your requirements, please contact the Erasmus office at your home university or your appointed Erasmus co-ordinator at The University of Manchester.

“Academia is a global community, it is important to have a global perspective.”

Marc

Immigration

Obtaining the correct immigration permission is essential for a successful start in Manchester.

Advice and assistance on UK immigration

Before you arrive and while you are studying with us, specialist advice on complex immigration matters is available from the International Advice Team at The University of Manchester. If you experience any immigration problems please contact us immediately.

The International Advice Team provides immigration advice and services to prospective students, current students, and recent graduates, as well as to the spouses and other dependent family members of all of these.

The designated advisers in the International Advice Team are the only staff at the University who are authorised to provide immigration advice. They are regulated by the Immigration Services Commissioner which regulates the competence of advisers and ensures the quality of the advice and assistance provided. Further details about the Immigration Services Commissioner are available at: www.oisc.gov.uk

Passport

Ensure that you have a valid passport. If you need to get a new one or if your current passport needs to be revalidated, do this as soon as possible because the process can take several months. You must have at least one page that is blank on both sides in your passport and we recommend that your passport needs to be valid for at least 3 months after your arrival in the UK. If you are not living in your own country, please check with your embassy whether you need to return to your home country to get a new passport.

EEA and Swiss students

The European Economic Area (EEA) consists of: Austria, Belgium, Bulgaria, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, the Republic of Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the UK.

If you are a citizen of the EEA or Switzerland, you are entitled to enter the UK freely and have right of residence here for the duration of your course. You do not require any documentation to confirm this right but we recommend that you apply for a Residence Certificate. Details can be found on the UKBA website:

www.ukba.homeoffice.gov.uk/eucitizens/documents-eea-nationals

If you are a citizen of Bulgaria or Romania we recommend that you apply for a Registration Certificate, using form BR1, which will allow you to work in the UK while you are a student. For more information see page 22, and:

www.ukba.homeoffice.gov.uk/eucitizens/bulgaria-romania

All other international students

Students who are enrolled on a programme of study which is longer than six months will need to apply for a Tier 4 General Student Visa.

Students who are studying on a short course of six months or less, or an English language course of up to 12 months duration, can apply for a Student Visitor Visa as long as they do not intend to extend their stay or work in the UK. A Student Visitor Visa can be given for a maximum of six months and does not allow students to work whilst in the UK, extend their visa or switch visas.

Please do not try to enter the UK without the correct immigration permission as if you are refused entry, this will be endorsed in your passport.

For details about visa categories, see the UK Border Agency's (UKBA) quick guide at www.ukba.homeoffice.gov.uk/visas-immigration/studying/quick-guide

For detailed information on applying for a student visa, please see: www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration

If you require any further help or advice with your visa application, please contact the International Advice Team.

If your application is refused

If your application under Tier 4 is refused, read through the Refusal Notice that you are given carefully – this sets out the reasons for the refusal and contact the International Advice Team for advice. The adviser you contact will need to see a copy of the Refusal Notice so please email a scanned copy of this to iat@manchester.ac.uk as soon as possible. You may also find it helpful to read through www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration/applying-overseas/refusals

Your duties and responsibilities under Tier 4 (General)

Under the terms of Tier 4 (General) visas, you have a number of specific duties and responsibilities imposed by the UKBA. Your responsibilities include complying with the conditions of your immigration permission, attending your timetabled teaching periods and laboratory classes and explaining any absences or unsatisfactory work, as well as keeping the University updated with a copy of your immigration documents and contact details.

For further information on your responsibilities, please see: www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration/tier4responsibilities

“ The International Advice team is very helpful, keeping students updated with new rules on visas and immigration. They send out emails that help you stay up to date.”

Pranav

Information for all international (non-EEA) students

Health Requirements

Depending on your country of residence, you may need to obtain a certificate confirming that you are free from infectious TB before you can apply for a visa. For further information on the requirements for health screening, please see: www.ukba.homeoffice.gov.uk/visas-immigration/general-info/applying

You can also check with your local UK Embassy, British High Commission or designated partner agency for information on any health requirements that you may need to meet before applying for your visa.

ATAS certificate

Check your CAS (Confirmation of Acceptance for Studies) which will state if you need an ATAS certificate before applying for your visa.

Information about ATAS certificates and the application procedure is available at www.fco.gov.uk/atas. You do not have to pay an application fee for the certificate.

It takes at least one month to get an ATAS certificate, so apply as early as possible. Many students have experienced long delays in obtaining a certificate, particularly at busy times of the year (June – October).

If you have further questions about ATAS, please contact us on atas@manchester.ac.uk

Advice and support is available from:

International Advice Team
tel +44 (0)161 275 5000 (select option 1)
fax +44 (0)161 275 7860
email iat@manchester.ac.uk

UKCISA
(UK Council for International Students)
www.ukcisa.org.uk/student/immigration.php
www.ukcisa.org.uk/student/info_sheets/protect_t4_status.php

More information is available from:

UK Border Agency
www.ukba.homeoffice.gov.uk/visas-immigration/studying

For information about a CAS which has been issued to you, email pbs@manchester.ac.uk

For a list of the University's partner agencies in your country, please see www.manchester.ac.uk/international/country

UK Embassies / High Commissions around the world www.fco.gov.uk

“ I always thought the UK and the US were very similar but it's not really true... there are constantly things that surprise me about life in the UK.”

Heather

English language requirements

We want you to make the most of your studies, and therefore it is important that you have a level of English which will allow you to benefit fully from lectures and tutorials.

If your first language is not English, we recommend that you find out your level of English before you come to Manchester. If you have a conditional offer, it may require you to achieve a certain IELTS score. This is to ensure that your English is good enough to follow your academic studies. Some courses require a higher level of English than others; if you are unsure whether you need an English qualification or of the score you need to achieve, please contact your School at The University of Manchester.

IELTS

IELTS is a test which gives you a score based on the level of your English and is recognised worldwide. The IELTS test is available at most British Council offices and places do fill up quickly at the more popular test centres, so early booking is essential. More information is available at the website: www.ielts.org

Pre-sessional English courses

If you already have IELTS or an equivalent qualification but need to improve your score, you could come and follow a pre-sessional course run by The University of Manchester. The University Language Centre (ULC) is also an IELTS testing centre so if you need to

re-take IELTS you can do so during your pre-sessional course. If your offer is unconditional you may still benefit from a pre-sessional English course to improve your overall fluency and writing skills.

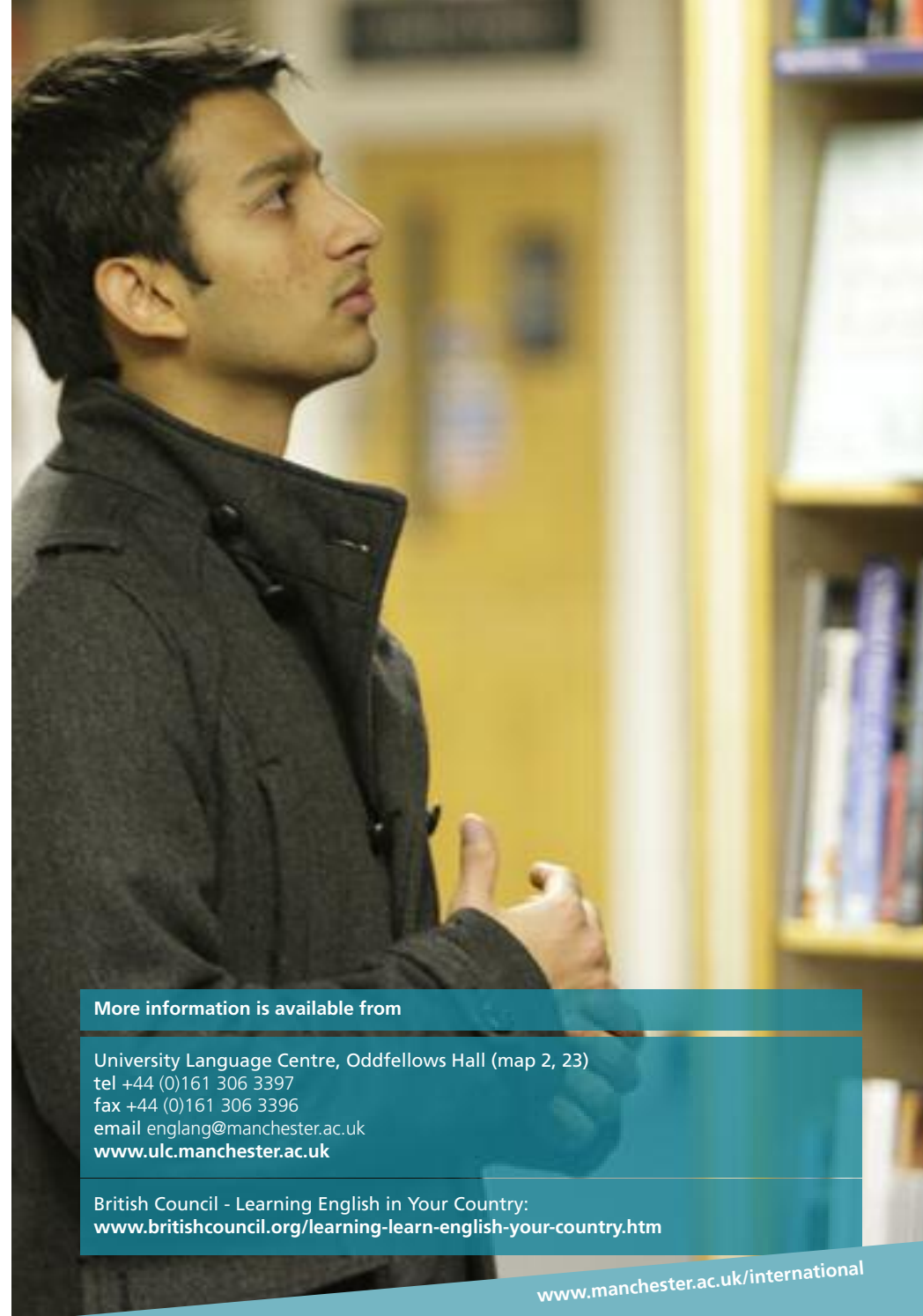
Pre-sessional courses run from 3 to 20 weeks depending on your level of English. Students attending pre-sessional courses in Manchester have found them an excellent way to prepare for their academic programme. Specially tailored pre-sessional courses for business and management, humanities and social sciences, science and technology and law are also available.

Your offer may specifically mention a pre-sessional course. If it does not, you should ask your School before making a booking to find out whether satisfactory completion of a pre-sessional will fulfill the English language requirements and whether you will need to re-take IELTS during the pre-sessional course. If you are interested in registering for a course or would like further information please contact the University Language Centre.

For more information on English Language support during your studies see page 66.

Pre-Sessional English course details

Course code	Start	Finish	Weeks	Fee
PS10b/12	02 July	07 September 2011	10	£2,400
PS5/12	06 August	07 September 2011	5	£1,200
PS3/12	20 August	07 September 2011	3	£720



More information is available from

University Language Centre, Oddfellows Hall (map 2, 23)
tel +44 (0)161 306 3397
fax +44 (0)161 306 3396
email englang@manchester.ac.uk
www.ulc.manchester.ac.uk

British Council - Learning English in Your Country:
www.britishcouncil.org/learning-learn-english-your-country.htm

www.manchester.ac.uk/international

Planning your finances

This section is designed to help you prepare your financial budget for your time in Manchester.

Tuition fees

The University will have assessed your fee status according to the information you have provided.

International fees

Standard tuition fees for new undergraduate and postgraduate international students for the 2012/13 session are as follows:

Arts courses (those programmes which do not involve significant laboratory or workshop or studio based activities)	£12,300
Science courses (laboratory and studio based programmes)	Between £15,400 and £19,300
Clinical programmes in Medicine and Dentistry	£28,200
MBA (18 month programme)	£37,400

These annual tuition fees are valid for the duration of a three or four-year programme of study. If you are undertaking a Medicine or Dentistry programme you will pay for a combination of clinical and non-clinical fees. There are many non-standard tuition fees for a wide variety of courses. It is important that you check the tuition fee for your chosen course with your School.

Postgraduate programmes have high, medium or low consumable costs. Once you have been accepted and the area of research determined, you will be made aware of the appropriate fee due.

Your offer will confirm the tuition fees for the programme you have applied for.

Home and EU fees

If you have been assessed as a Home or EU student the fees are as follows:

Undergraduate	£9,000
Postgraduate	Between £5,000 and £6,800

Special requirements

Certain programmes may also have special requirements which entail additional expenditure and you are advised to obtain, where appropriate, an estimate of such costs from the School concerned. Such requirements could be field courses, placements or teaching practice.

You will pay your tuition fees as part of the registration process. For more information, including information on how to make a tuition fee pre-payment, see page 50.

Cost of living

The cost of living in Manchester is similar to other major UK cities and how much you spend will depend on your lifestyle. In addition to money for tuition fees we estimate the minimum amount a single student on a full time course will require for living expenses to be as follows:

Estimated Living Costs for 2012/13		
Expenses	40 Weeks Undergraduate	51 Weeks Postgraduate
Accommodation (average cost for self-catering halls)	£4,400	£4,900
Meals	£1,450	£1,965
Books and Stationery (dependent on your course, and if you buy new or second hand)	£390	£475
Clothes (including provision of warm clothing and footwear)	£390	£475
Local transport	£520	£665
Other general living expenses (eg photocopying and printing, laundry, phone calls, consumables, entertainment, sports, cooking equipment etc)	£1,450	£1,820
Total	£8,600	£10,300

Additional possible costs that you may wish to consider include:

- extending your visa permission (see page 69)
- TV licence (page 44)
- mobile and telephone bills (see page 56)
- typing, printing and binding of a thesis for postgraduate research students, between £350 and £500
- Council Tax (see page 42).

When you accept a place on a course you will be required to sign a guarantee that you have sufficient funds at your disposal. Financial assistance cannot be provided by the University to those who get into difficulties. However if you do find yourself in financial difficulties you should immediately contact the Student Services Centre (page 63) for further advice.

Please note that non-EEA international students are not normally eligible for any UK social security/welfare benefits.

Food

Prices are very different depending on where you shop and what products you buy. Supermarkets often have 'own-label' brands which are cheaper than more recognised brands. The shopping list on the next page should give you an approximate idea of the cost of basic products in the UK from a supermarket. Manchester has a variety of major supermarkets including Asda, Sainsbury's and Tesco, cheaper supermarkets including Lidl and Aldi, and premium supermarkets such as Waitrose and Marks and Spencer.

Household items

Furniture, kitchen utensils and other household goods are available from large supermarkets and it is likely to be easier and cheaper to buy them in the UK than bringing them with you. It may also be possible to buy second-hand goods from other students which are advertised on notice boards in the Students' Union, the International Society and academic Schools.

Computer equipment

There are more than 3,700 computers for students to use across the University campus, so it is not necessary to bring your own computer. If you choose to buy or bring a computer you should ensure it is covered by your contents insurance (page 43).

Clothing

The price of clothes varies enormously and there is a wide selection of clothes shops in the city centre. Shops such as Primark, TK Maxx, H&M and some large supermarkets have inexpensive clothing lines. In general, if you do not own a waterproof, winter jacket or warm clothes, it is advisable to wait until you get here before buying them.

Textbooks

Wait until you arrive in Manchester before buying any University textbooks or equipment. You will be able to get advice from other students and your lecturers about what you need to buy, and some set texts may be provided for you.

More information

Online tools such as the International Student Calculator can help you plan your budget
international.studentcalculator.org.uk/international

Student Services Centre
tel +44 (0)161 275 5000
email ssc@manchester.ac.uk
www.manchester.ac.uk/ssc

MY WEEKLY SHOP

1kg potatoes	56p
Packet of mixed salad	£1.00
1kg onions	83p
1 x packet carrots	80p
small packet of chillies	50p
1 garlic	26p
1 x packet of mushrooms	90p
1 packet of chicken drumsticks	£3.00
1 packet of minced beef	£3.48
1 packet sausages	£1.99
1 x tin baked beans	40p
1 x tin sweetcorn	43p
1 x can soup	70p
4 x tins of tomatoes	58p
1kg rice	£1.16
1 packet pasta	89p
Packet of frozen peas	85p
1 tub margarine	£1.12
6 eggs	£1.40
Packet of cornflakes	£1.00
1 loaf of bread	£1.00
1 jar of jam	£1.05
1 packet of biscuits	58p
80 teabags	£1.35
1 jar of instant coffee	£2.44
Carton of fruit juice	69p
Big bottle of cola	51p
Big bottle of semi-skimmed milk	£1.00

Washing powder	£1.74
Washing up liquid	46p
Toilet rolls (x4)	£1.72
Deodorant	£1.25
Shampoo	90p
Shower gel (250ml)	90p
Soap	70p
Toothpaste	£1.40

I won't
need these
weekly

and the grand
total is £39.54

“Manchester is a student city so it's easy to be cheap and still have money left over.” Heather

“Use cash and don't just use your bank card, then you know how much you're spending.” Marc

www.manchester.ac.uk/international

Working whilst studying

Working or gaining experience during study can be a powerful way to boost your future job prospects, but it is important to get the balance right and to make sure that you are working legally too.

If you wish to work part-time alongside your studies, please bear in mind that the University expects you to spend at least 40 hours per week studying. Working more than 15 – 20 hours per week can mean that you are less able to concentrate on your studies. You will not be able to earn enough money to cover your tuition fees and living expenses by working on a part-time basis, and you may find it difficult to get a job, so please do not rely on working in Manchester.

Can you work in the UK?

EEA and Swiss students

If you are a citizen of the EEA (list of countries on page 13) or Switzerland you do not need to obtain special permission to work unless you are a citizen of Bulgaria or Romania.

Bulgarian and Romanian students

If you are from Bulgaria or Romania you will need a Registration Certificate if you want to work while in the UK. We recommend that you apply for the Certificate from the UKBA as soon as you arrive here, as you cannot start work without it. The application is free and further information and an application form are available at:

www.ukba.homeoffice.gov.uk/workingintheuk/eea/bulgariaromania/applying/

With this certificate, all students can work part-time for up to 20 hours per week all year round. If you are an undergraduate student you are also allowed to work full-time during the University vacations (see page 9 for semester dates) and on work placements that are an assessed part of your course.

Different conditions apply for postgraduate students and for students on pre-session courses. Please contact the International Advice Team for more information.

All other international students

You are granted a student visa on the condition that your main purpose is to study here and that you can pay your tuition fees and living expenses (for you and your family) without having to depend on finding work in the UK.

The endorsement in your passport will confirm whether you are allowed to work in the UK while studying.

There are two categories of endorsement – a restriction or a prohibition. If you're unsure about which endorsement you have, you can get advice from the International Advice Team.

Undergraduate students with a restriction are allowed to work for up to 20 hours per week during term time and full-time during University vacations (see page 9 for semester dates) and on work placements that are an assessed part of your course. This 20 hours includes time spent doing unpaid or voluntary work. Different conditions apply for postgraduate students and for students on pre-session courses, please contact the International Advice Team for more information.

Prohibition

Students with a prohibition cannot work in the UK, but you can do some kinds of volunteering. Contact the International Advice Team for further information.

Working in the UK

Income Tax and National Insurance

Everyone who works in the UK must have a National Insurance Number (NI No) which is issued by the government. It is used to keep track of your income tax payments and National Insurance (social security) contributions. More information on how to apply for a NI No can be found on the HM Revenue and Customs website www.hmrc.gov.uk/ni/intro/number.htm

Depending on your earnings, Income tax and National Insurance are automatically deducted from your pay.

Minimum wage

The UK has a minimum wage of £4.98 per hour for workers aged 18 – 20 and £6.08 for workers aged 21 and over. Further details are available on the DirectGov website: www.direct.gov.uk/en/Employment/Employees/TheNationalMinimumWage/DG_10027201.

Your employer

Your prospective employer is legally required to verify that you have the right to work in the UK (full-time, part-time or on a voluntary or unpaid basis). Please refer them to the UK government websites for employers: www.direct.gov.uk/en/Employment/index.htm

More information

UK government websites

www.ukba.homeoffice.gov.uk/workingintheuk

www.direct.gov.uk/en/Employment/Employees

UKCISA website

www.ukcisa.org.uk/student/working_during.php

International Advice Team

email iat@manchester.ac.uk
tel +44 (0)161 275 5000 (option 1)

University Careers Service

www.manchester.ac.uk/careers/

“ The university helps you to understand the regulations about working part-time as an international student if you want to earn a bit of extra money and get work experience alongside your studies. ”

Lisa

Bringing your family to Manchester

If you are planning to bring your partner and children with you to Manchester, here is an A-to-Z of things you may wish to consider, in addition to rest of the information in this guide.

Accommodation

University Accommodation

The University only has a limited number of places for couples and families with children. If you wish to apply for University accommodation, please follow the procedure on page 32.

Private Accommodation

Flats and houses in the private sector are readily available. Manchester Student Homes can provide details of available properties, as well as advice for students renting private accommodation. See page 32 or www.manchesterstudenthomes.com for further details.

As it may take time to find suitable family accommodation at a reasonable price, you are advised not to bring your family to Manchester until you have been able to arrange suitable housing.

The following prices are an approximate guide to what you should expect to pay for furnished accommodation in Manchester. Rents can vary depending on area and quality. The figures do not include water rates, gas or electricity charges for which you will receive separate bills.

Childcare

Rent per week	
Couple	£100 - £120
Couple with children	£150 - £270

Full-time childcare for children under five years of age is not usually available free of charge in the UK. The range and cost of childcare varies considerably, but it is generally expensive. You should expect to pay at least £25 per day per

child for childcare at a private day nursery or childminder (childminders look after children in their own homes, and should be registered with the local authority). International students are not eligible for UK Access or Hardship grants to cover the costs of childcare.

All three and four year olds are entitled to 15 hours of free nursery education for 38 weeks of the year. This may be available in a local primary school nursery class or playgroup. There is usually a waiting list for places. Contact the Manchester Family Information Service for details of childcare in the local area. There are two nurseries affiliated with the University of Manchester which accept children between 6 months and 4 years of age. Both of these nurseries have long waiting lists, so it is advisable to apply as early as possible. Fees are approximately £100 to £160 per week. Please contact the nurseries directly to confirm the cost and any places which may be available.

Children's Services

Overseas House, Quay Street,
Manchester, M3 3BB
Tel 0800 083 7921
Fax 0161 276 7456
email fsinfo@manchester.gov.uk
www.manchester.gov.uk/fsdirectory

The Dryden Street Nursery

Dryden Street
Manchester M13 9AU
tel +44 (0)161 272 7121

Echoes Day Nursery

Echo Street
Manchester M60 1QD
tel +44 (0)161 200 4979

Education

Children in the UK begin school in the September after their fifth birthday. The earliest they can leave is at the age of 16. If your course of study will keep you in the UK for a period of twelve months or more, then your children are required by law to attend school. The Local Education Authority will provide a place, free of charge, for them in a school, although this may not necessarily be the one closest to where you are living.

A lists of schools can be obtained from Manchester City Council's Education Department. There are also private schools in Manchester for which you pay fees. For all information relating to schools, please contact the Manchester School Admissions Team on +44 (0)161 234 7188 or see www.manchester.gov.uk/education.

Many schools in Manchester employ specialist staff to help children whose first language is not English. You will need to check with the head teacher of the school you are considering for your child to find out what language assistance is available.

School hours are normally from 9am to 3:30pm, although some schools may start earlier or end later. Many schools also run after-school activities and clubs in which your child may be eligible to participate.

Please check these details with the school. If you require further assistance in finding a school for your child, you should contact the International Advice Team (page 65).

Finance

The cost of living estimates on page 19 are based on the average annual expenditure of an undergraduate or postgraduate single student on a full-time course. Your expenditure will obviously increase if you bring family with you. Students accompanied by their families should increase the estimates on page 19 by at least 50%, or more if childcare (approximately £125 per child per week) is necessary.

We recommend that you bring at least £1,500 with you in traveller's cheques to cover your immediate expenses on arrival such as accommodation deposits, rent and food as it may take up to two weeks for you to fully open a UK bank account.

Healthcare

If you are entitled to free health treatment on the UK's National Health Service (NHS), your spouse and children living with you in the UK will also have access to free health treatment on the NHS. For more information on NHS entitlement see page 46.

Immigration

EEA / Swiss Citizens

If you are an EEA/Swiss Citizen but your family are not EEA/Swiss citizens they each need to apply for an EEA Family Permit before travelling to the UK. The Permits are issued free of charge. The application can be made online or using the application form VAF5. For more information see www.ukba.homeoffice.gov.uk/eucitizens/eea-family-permit

Non – EEA or Swiss Citizens

If you and your family are not EEA or Swiss citizens then each family member must apply for immigration permission as a PBS Dependant before travelling to Manchester. You should all apply at the same time even if you are planning to travel separately to Manchester as it is cheaper and simpler to apply together.

Please note that if you are coming to Manchester for a course of less than six months you may not be able to bring your family with you. Further details are on the UKBA website: www.ukba.homeoffice.gov.uk/visas-immigration/partners-families/migrant-workers-students

The application fee for each PBS Dependant is £289 (paid in local currency). Your family can apply on line or by submitting the VAF10 PBS Dependant application form. Your family will be granted immigration permission for the same length of time as you have. You will need to be able to provide official documents confirming that you are married and your relationship to any children you are bringing, for example marriage or birth certificates.

Please get further advice from your local British Embassy or High Commission or the International Advice Team regarding the relevant forms and procedures if your family plan to apply for immigration permission after you have arrived in Manchester.

Extending your family's immigration permission

If you need to extend your own Tier 4 immigration permission, it is cheapest and simplest to extend your family's permissions at the same time. The fee is £358 for each family member if you apply in person at a Public Enquiry Office and £197 if you apply by post. This increases to £867 in person and £561 by post if they apply at a later time to you.

More information

UK Border Agency
www.ukba.homeoffice.gov.uk/eucitizens/

UKCISA
www.ukcisa.org.uk/student/eea.php

International Advice Team
email iat@manchester.ac.uk
tel +44 (0) 161 275 5000 (option 1)
see page 65 for further details.

Orientation

You can bring adult family members who will be living in Manchester with you to any of the activities during Orientation and the majority of activities are also suitable for children. Events to which you can bring children will be clearly marked in the Orientation Guide. For more information about Orientation see page 47.

Support

There are a variety of services within the University to support you and your family. In the first instance contact the International Advice Team. Please see page 64 for other support services which you may find useful.

The International Society runs a weekly Women's and Children's Group as well as social events and trips which partners and family are encouraged to attend. For further details see page 65.

Travel

Children under 5 years, who are travelling with an adult, can travel free on most buses and Metrolink trams in Greater Manchester. Up to two children under five years may travel for free with each fare-paying adult on trains.

Children are aged between 5 and 16 years can travel for half fare on buses and a concessionary fare on trams. Children aged 11 to 16 will need an "Igo" pass to prove their age to pay the concessionary fare on buses and trams. The pass costs £5, for further information see www.tfgm.com/igo.

Children aged between 5 and 16 pay half fare on most trains and children who look over 16 should carry proof of age with them.

There are also a number of concessionary passes for families, for example the family and friends railcard which entitles you to a third off the price of rail travel www.familyandfriends-railcard.co.uk. Generally, travel on a school bus is free and you should ask the school for more details.

Work for family members

EEA/ Swiss citizens

If your family members are EEA or Swiss citizens (see list of EEA countries on page 13) they are entitled to work in the UK without obtaining permission unless they are citizens of Bulgaria and Romania. Bulgarian and Romanian citizens must apply for a Registration Certification before they can work in the UK. For more information see www.ukba.homeoffice.gov.uk/eucitizens/bulgaria-romania/work-permits/applying.

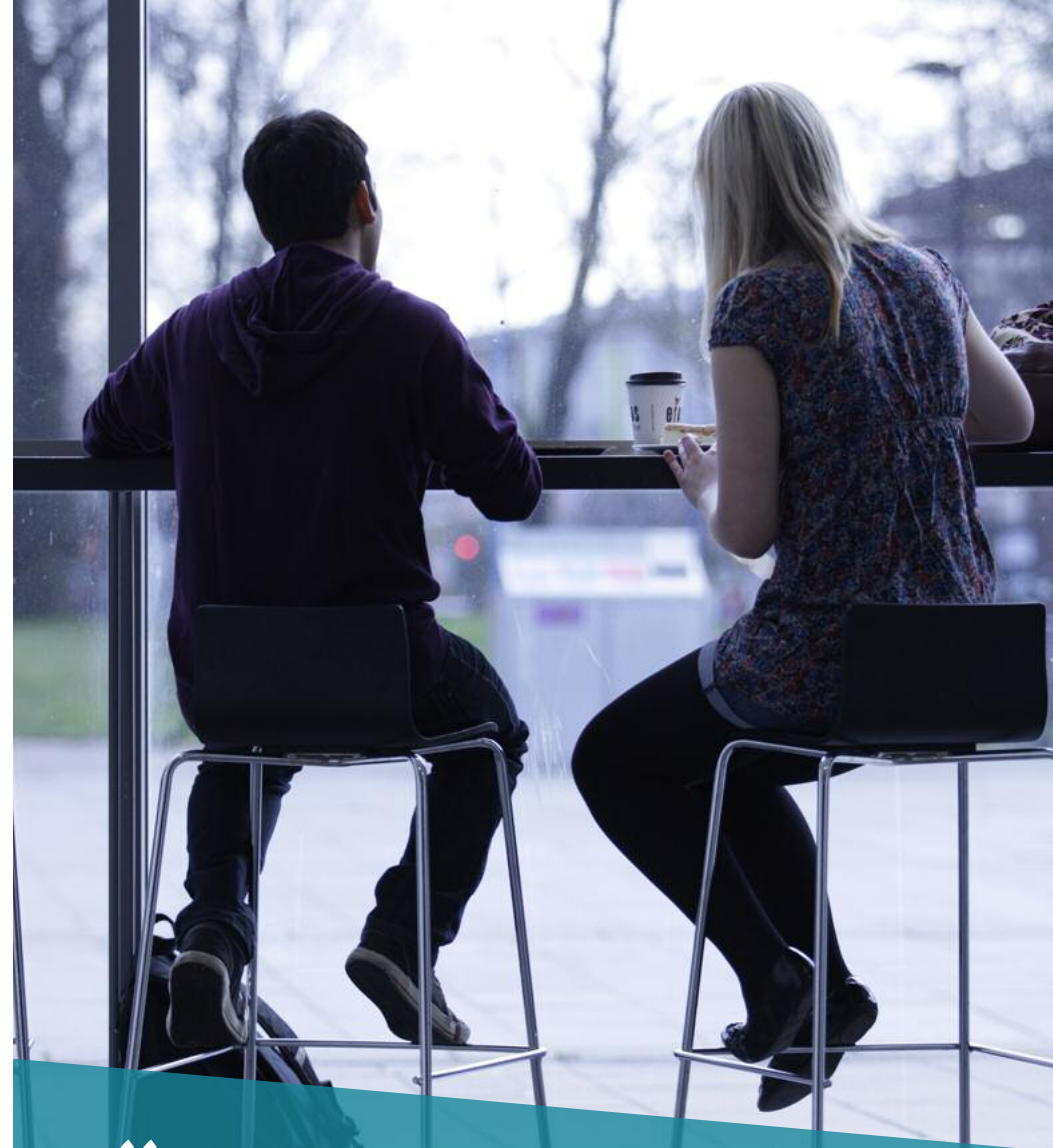
Family members of EEA /Swiss students

If you are a EEA/ Swiss student (see list of EEA countries on page 13) and your spouse or dependants are not EEA/Swiss citizens and they each need to apply for an EEA Family Permit before travelling to the UK. The Family Permit will confirm their rights to work in the UK. For more information see the UKBA website at www.ukba.homeoffice.gov.uk/eucitizens/eea-family-permit or contact the International Advice Team for further advice.

All other international students

If you have a prohibition on working this will also apply to any family members who are here with you. See page 22 for more information on your own working entitlement.

If you have permission to stay in the UK for 12 months or more and have a "restriction" endorsement, your spouse and any dependent children are normally allowed to work full-time without a work permit. However, if you only have permission to stay in the UK for less than 12 months your family members will be prohibited from working.



“ Manchester Student Homes has a really useful website and I found all of my houses through it. You don't need to rush into finding a house - they definitely don't run out. ”

Alexandra

www.manchester.ac.uk/international

Find out more about Manchester

Manchester is an exciting and diverse city with a broad variety of restaurants, shops, museums, cinemas, galleries, sports venues and cultural highlights.



More information

www.manchester.ac.uk/international/manchester/city

www.creativetourist.com

www.visitmanchester.com

“Manchester is truly a multi-cultural city; you can travel the world in terms of culture, food and friends in a matter of hours. It sets the scene for a really amazing learning environment, which fosters both internationalism and cross-culture friendship.”

Heather

“No matter what your hobbies and interests are, you will find everything in Manchester. From museums and art galleries to all restaurants of every cuisine in the world, Manchester has it all. It even has its own artificial snow dome.”

Pranav

Connect with other students

Pre-departure briefings

In some countries the British Council co-ordinates pre-departure briefing sessions for students coming to the UK. These sessions provide advice on what to expect in the UK and the opportunity to meet other students from your country travelling to the UK. You should contact your nearest British Council office for further information:

www.britishcouncil.org.uk

The University also organises pre-departure briefings. Details of these will be sent to you if they are taking place in your home country.

Online

Connect with other new students, ask questions, find out more about Manchester and follow updates about Orientation online at:

Find us online at:
www.manchester.ac.uk

Follow us on:

 www.facebook.com/admissionsUoM

 www.twitter.com/admissionsUoM

 www.youtube.com/universitymanchester



Preparing to move to Manchester

PART 2

This section gives you information to consider in the two to three months before you arrive in Manchester. By the end of this section you should have:

checklist

Planned where you will live in Manchester	(page 32)	<input type="checkbox"/>
Prepared for study in Manchester	(page 36)	<input type="checkbox"/>
Prepared for living in Manchester	(page 40)	<input type="checkbox"/>
Found out about healthcare in the UK and been vaccinated against MMR and Meningitis C, if required	(page 46)	<input type="checkbox"/>
Booked your place on Orientation	(page 47)	<input type="checkbox"/>

Accommodation

The University of Manchester has an impressive range of accommodation to suit a wide variety of needs and budgets, including catered and self-catered options. The private sector in Manchester also has a plentiful supply of good quality and affordable housing, with easy access to the University.

University accommodation

International Student Guarantee

All unaccompanied students paying international fees are guaranteed a place in University-managed accommodation for the duration of their courses as long as you submit your application by 31 August 2012.

Erasmus, Exchange and Study Abroad students studying at Manchester for one academic year are guaranteed a place in University accommodation as long as you submit your application by 31 July 2012. Accommodation for students attending the University for a single semester is not guaranteed but is usually available.

How to apply for accommodation

You should have received an Accommodation Brochure shortly after obtaining your offer with details of the University accommodation available and how to apply. You can also access the information contained in the brochure on the Accommodation Office website www.accommodation.manchester.ac.uk.

You should submit an application as soon as you have been offered a place (conditional or unconditional) on a course at the University. Accommodation cannot be guaranteed if you submit your application after the deadline.

Private accommodation

Manchester Student Homes can provide advice and information on private halls, houses, flats and houseshares including available properties from approved landlords, a tenancy contract checking service and a forum to contact other students looking for housemates.

“Living in university halls is great fun and a great way to make friends because everyone is in the same boat and wants to meet new people and make new friends. I’m still close to many of the people I lived with in my first year, so don’t just hide in your room.”

Marc



www.manchester.ac.uk/international

Temporary accommodation in Manchester

If you are arriving before your University accommodation contract starts or require temporary accommodation whilst you find a home in the private sector, temporary accommodation may be available in the Halls of Residence, but this is normally only offered until early September. Contact the Accommodation Office for details.

Manchester Student Homes can provide a list of hotels, hostels and short term lets in Manchester.

More information

University Accommodation

The Accommodation Office (Map 2, 37)
tel +44 (0)161 275 2888
fax +44 (0)161 275 3213
email accommodation@manchester.ac.uk
www.manchester.ac.uk/accommodation

Private Accommodation

Manchester Student Homes (Map 1)
tel 0161 275 7680
fax 0161 275 7684
email manchesterstudenthomes@manchester.ac.uk
www.manchesterstudenthomes.com

When considering private accommodation:

You should not commit to any private accommodation without seeing it. If you need to look for private accommodation, we would advise you to arrive 1-2 weeks early to give yourself time to search before your course starts. It may be much cheaper in the long-run to stay in temporary accommodation until you find the right place to live.

Never pay any money to a landlord before you've exchanged contracts and can be sure of their authenticity.

Do not sign a tenancy agreement until you are sure that you understand it and are willing to abide by its terms, including the length of the contract. If in doubt, get the contract checked by Manchester Student Homes. This service is free of charge.

Never sign a contract for a longer time than you intend to stay in Manchester. You will be liable for the rent for the full term of the contract (unless you can find another suitable student to replace you).

Most landlords ask for a deposit (sometimes called a 'bond'). This is usually an equivalent amount to around 4-6 weeks' rent. The deposit is refundable if you pay all bills on the property and do not damage the property.

If you rent a property through an agency, you may have to pay an agency fee. Manchester Student Homes does not charge you a fee for using their services.

For more tips see the Manchester Student Homes Tenant's Guide at www.manchesterstudenthomes.com/students.



www.manchester.ac.uk/international

Preparing for studying in Manchester

Study methods

While you are studying in Manchester, you will experience several different methods of teaching and learning. You will be trained to read widely around a topic and research it thoroughly, to reflect on the ideas you have encountered and to analyse and describe them. Further information will be available on arrival from your tutors, Programme Directors and supervisors. If you ever feel unsure about what is expected from you, speak to your academic advisor or see a member of staff from the Student Guidance Service (page 68) for advice.

Lectures

Lectures are the traditional form of teaching and allow lecturers to give information to a large number of students. You should listen carefully and take notes. There may also be online materials which you are expected to bring with you, or review after the lecture, which the lecturer will tell you about. Lecturers will not usually take questions during the lecture, but may give time at the end for questions.

Seminars

Seminars are discussion groups with your tutor and other students. The discussion could be about a previous lecture or a specific topic, and you will be expected to contribute in each seminar, so reading and preparation are essential. Sometimes each student is asked to prepare a short presentation as a basis for discussion. Seminars are more informal than lectures and allow you to become more involved. Ask a question if you are not sure about anything and try to make a contribution. It will not only help your studies, but will also improve your presentation skills and give you confidence. Seminars are about debating ideas, and asking questions. It is not rude to disagree with your tutors and class mates – in fact it is encouraged! Always tell the tutor if there is something you have not understood and ask if you can make a separate appointment for further discussion.

Office hours

Lecturers and tutors for your courses may have office hours, when you can arrange to see them privately to discuss the topics you have covered. Office hours are an opportunity to ask further questions on topics you find difficult, and to clarify your thoughts on a subject. They are also an excellent opportunity to debate ideas with the world-class teaching staff at the University.

Small group work

Most courses provide opportunities for students to work in a small group on a task assigned by the tutor or sometimes chosen by the group itself. Group work allows you to learn from each other and develop important social, interpersonal and team skills. If you find working in groups hard, speak to your academic advisor in your School or speak confidentially with a member of staff from the Student Guidance Service (SGS) (page 68).

Online Learning - Blackboard

The University uses Blackboard, an online Virtual Learning Environment (VLE), to allow lecturers and tutors to communicate with you more easily. Most course lecturers will upload additional information, such as lecture notes, reading lists or articles to Blackboard, and give you the chance to join discussion groups with tutors and other students. Some courses also require you to submit assignments through Blackboard or take part in assessed discussions. If you have never used a VLE in your studies, you can get support and advice before starting your course units.

Workshop, laboratory or studio sessions

If you are going to study a subject with a practical element some of your time will be spent in workshop, laboratory or studio sessions where you can develop skills and expertise through practical work. Afterwards you may have to write up the results and you may be asked to give a presentation on them.

Computer work

Almost all subjects will require some form of computer work as part of the course. You are likely to be required to type your essays and some subjects may have coursework which involves using computer analysis or using specialist software. If computer work is an integral part of the course you will have sessions in computer rooms but you will also be expected to use computers by yourself for private study. If you have problems with using a computer to complete your work, you should contact your academic advisor or the IT support staff.

Tutorials

All students are allocated an academic advisor who can provide you with advice on academic affairs. You are likely to have individual sessions with your academic advisor to evaluate your progress and allow discussion of any issues you may have. If you are a postgraduate student you will be able to discuss progress and other issues with your Programme Director, supervisor or advisor.

“ My course involves a lot of practical work and I get to spend a lot of time in laboratories. There is plenty of opportunity to strengthen the areas that I am not confident in. My lecturers are more than happy to answer my questions I have before, during and after the lectures.”

Pranav

Private study

British higher education places a large emphasis on self-study and you will be encouraged to be an active and independent learner. On all courses you will be expected to study extensively on your own. You will be asked to read widely on a subject, make notes, conduct your own research, write and revise outside of formal teaching. Advisors and supervisors will be ready to help but you will have to plan your own learning, deciding how much time to put into it and which learning methods suit you best.

Assessment

During the course of your studies in Manchester you may encounter a number of different forms of assessment ranging from formal examinations to coursework assignments, projects or essays. Check the requirements for each form of assessment as the format required may be different from that which you are used to. If you would like advice or clarification about any aspect of assessment, please speak to your School in the first instance.

Plagiarism

Plagiarism means copying work from another student, or any source, for example a book or the internet, without referencing. Please note that the University has a very strict definition of plagiarism and the penalties are severe. Further information on plagiarism will be given to you by your School when you start studying and you can visit the Student Guidance Service's website (www.manchester.ac.uk/sgs) for more information.

Academic reports

If you are a sponsored student, reports on your academic progress will be forwarded to your sponsoring body only if requested by them. If your Embassy asks for a report it will be given only if you are sponsored by your government or if you give permission for the reports to be issued.

Academic problems

If academic problems occur during your course it is very important that you tell someone as soon as possible. Don't leave things for weeks in the hope that they will get better - have a confidential chat with the lecturer concerned, your academic advisor, supervisor, the Student Guidance Service (page 68) or the International Advice Team (page 65).

More information

The following websites can help you prepare for teaching and learning styles in the UK

www.prepareforsuccess.org.uk

www.skills4study.com

If you require any advice or support with academic problems contact your School in the first instance. You can also speak to:

Student Guidance Service

tel +44 (0)161 275 3033

email sgs@manchester.ac.uk

www.manchester.ac.uk/sgs



“ Real world problems are being solved every day at The University of Manchester, not only by lecturers and researchers, but also by students. I have never felt better equipped to tackle the challenges of the real world than from my few short months here. ”

Heather

www.manchester.ac.uk/international

Preparing for life in Manchester

This section is designed to answer your questions about the practicalities of living in Manchester.

Settling in

Your first few weeks in Manchester will be an exciting time, with new places to discover, new people to meet and a new culture to explore. As well as excitement, if you have not spent a lot of time in the UK before, it is natural to experience culture shock as you adapt to the differences from your home country. After the initial exhilaration of arrival, you may at times feel homesick, confused or anxious, or crave familiar surroundings. Understanding that you may experience these feelings will help you to overcome them and adapt to life in Manchester.

There are some things you can do before you arrive in Manchester to help you prepare yourself for life here:

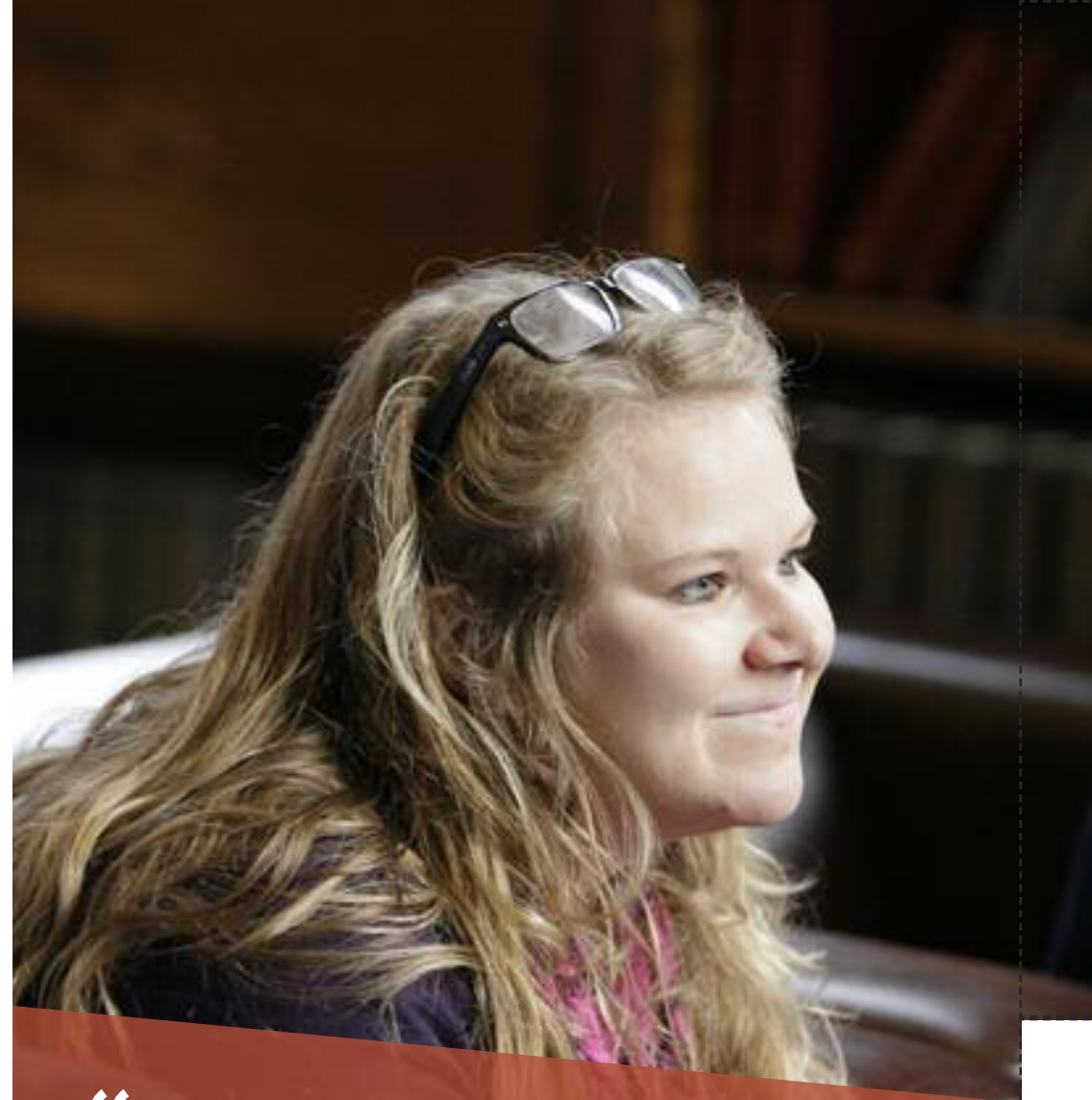
- Watch films and television shows set in the UK or listen to British radio programmes. Connect with other new students and find out more about Manchester online before you arrive. See page 29 for more information.
- Talk to relatives, friends and friends-of-friends who have lived in the UK about the differences they experienced.

Once you've arrived, the more you join in with University life, the more at home you are likely to feel. Here are some suggestions for settling in successfully:

- Orientation, which runs in January and September, includes a range of events to help you settle in and meet other new students, including tours of the campus and city, and a range of social events (see page 47)

- Remember that you are not alone. Everyone studying away from home will be going through similar experiences, and talking to fellow students will help you deal with your own cultural transition. It is important to take regular time out from your studies to do something social, perhaps a sport or an activity such as debating.
- Joining student societies can help you to meet people who share your interests; the University has over 200 societies for everything from music to sport and charity work to art, including societies based around nationalities and religions. A full list is available on the Students' Union website www.umsu.manchester.ac.uk/societies/list. There will be a Welcome Fair soon after the start of term at which you can sign up for societies, or you can contact them by email for more information on how to join.
- Integration is an ongoing process, so don't limit your attempts at it to the first few days following your arrival. It is never too late to get involved in societies, social events, volunteering, or almost anything else you would like to try!

The University Counselling Service can provide support if you are finding adjusting to life in Manchester difficult (see page 64). The alphabetical list below gives you information to consider when you are preparing to come to Manchester.



“ I made friends from all over the world through the International Society social events, which enabled me to develop my languages skills in an informal and friendly setting. I can now say hello in seven languages! ”

Lisa

www.manchester.ac.uk/international

British culture

You may find UK culture significantly different to your home country. Some of the key features of British society you will encounter at University include:

- Men and women have equal rights in the UK.
- It is illegal to discriminate against anyone according to race, gender, age, class, sexual orientation or disability.
- The UK has a relatively liberal attitude towards alcohol, gambling and clothing style but everyone in the UK is free to live by their own beliefs and you should not feel under pressure to adopt the behaviour or morals of UK students. It is common to order non-alcoholic drinks in a pub or bar.
- Punctuality is important in the UK and you will be expected to be on time for lectures and seminars. If you cannot arrive on time for an appointment (e.g. doctor's visit, meetings), let the people you are meeting know as soon as you can.
- You will be expected to read the written information you receive from the University, for example how to register and choose course units. It will not always be repeated face-to-face, so if there is ever anything you are not sure about, make sure to ask a member of staff.

You can find out more about life in the UK by getting in touch through our social networking sites (page 29).

British food

Traditional British food is usually hearty and warm, perfect for the cold winter months, and uses seasonal ingredients. Roasted meats, spiced vegetable soups, and sweet fruit desserts are particularly wonderful traditional dishes (see www.guardian.co.uk/lifeandstyle/food-and-drink). The British also eat a wide variety of international foods, from Armenian to Zimbabwean, most of which are available in Manchester. Large supermarkets stock a variety of foods imported from other countries and foods meeting religious requirements, such as Halal and Kosher, are easy to find.

- Tipping in restaurants is not compulsory, but if you wish to give a tip about 10% of the bill is the usual amount. Check if a service charge is included in the price before leaving a tip.

There are also many delicatessens and local ethnic centres, including Chinatown, Cheetham Hill and Rusholme, where you will be able to find international foods. The International Society hosts regular dinner events, and can give you further advice (page 65).

Council tax

Council Tax is a local government tax to pay for local public services (such as street lighting) and the amount charged is determined by the value of your home. The majority of students are exempt from paying council tax.

Student who are exempt from council tax

Full-time students registered for more than six months, are exempt from Council Tax, as are students living in a Hall of Residence. If you live in an area covered by the following postcodes the University automatically sends notification of your student status to Manchester City Council.

- M1, M4, M8, M9, M11, M12, M13, M14, M15, M16, M18, M19, M20, M21, M22, M23 and M40

You still need to inform Manchester City Council that you are a full-time student. You can do this by visiting http://secure.manchester.gov.uk/site/scripts/xforms_form.php?formID=438.

If you live outside the postcode areas listed above or you are an international student with adult dependants you will need to obtain a Council Tax certificate from the Student Services Centre (page 68).

If you are a non-EU student living in self-contained accommodation with your family, and your spouse is not a British or EU citizen, you are both exempt from paying Council Tax. Please send in a photocopy of your passport, your spouse's passport and your Council Tax Exemption Certificate (from the Student Services Centre) to your local Council Tax Office.

Students who may be liable to pay council tax

Research students who are writing up may have to pay. If you are here for a very short course (usually a few weeks) you may be able to claim an exemption. In both these situations, please check with Manchester City Council by telephone on 0161 234 5000 or email at city.council@manchester.gov.uk.

Students who must pay council tax

If you have immigration permissions as an academic visitor or a sponsored researcher you will be charged Council Tax. If you are sharing with someone over 18 who is not a student then Council Tax must be paid. In this case it may be possible to claim a 25% discount. Please check with Manchester City Council directly by telephone on 0161 234 5000 or email city.council@manchester.gov.uk.

More information

Student' Union website
www.umsu.manchester.ac.uk/advice/council_tax

Manchester City Council website
www.manchester.gov.uk/info/200028/council_tax

Student Services Centre advice
www.studentnet.manchester.ac.uk/crucial-guide/home-life

UKCISA information sheet
www.ukcisa.org.uk/student/information_sheets.php#Council_tax

For further advice contact the Student Services Centre
tel +44 (0)161 275 5000
email ssc@manchester.ac.uk

Drinking water

All British tap water is safe to drink unless it is labelled 'not drinking water'.

Electricity

British electricity works on 230 volts and most sockets take 13 amp fused plugs, with three square pins. If you will be bringing your own electrical equipment with you, make sure that it can be used safely on this voltage and find out whether you will need an adaptor.

Insurance

University accommodation

University-owned Halls of Residence contracts include up to £6,000 of contents insurance. Further information about this policy can be obtained from the Accommodation Office.

Private accommodation

If you are living in private accommodation, you should insure your personal property against

loss or theft as soon as possible after arriving. As well as dedicated insurance companies many banks, supermarkets and the Post Office also offer insurance. You can use an online price comparison site such as www.moneysupermarket.com or www.comparethemarket.com to find a good deal.

Check the premium carefully to see what is covered by the insurance. Cost and cover can vary, depending on where you live and the worth of your possessions and valuable items, such as musical instruments, bicycles and computers, may need to be insured separately. Check that there are no exclusions which might be relevant if, for example, you share a house or a flat.

Places of worship

There are numerous places for all faiths to worship in and around The University of Manchester. A map for all faiths is available online at <http://documents.manchester.ac.uk/display.aspx?DocID=9044>

The multi-faith University Chaplaincy can give advice on places of worship in the local area.

More information

St Peter's House Chaplaincy (map 2, 32)
tel +44 (0)161 275 2894
fax +44 (0)161 275 0890
email sph.reception@manchester.ac.uk
www.stpeters.org.uk

UKCISA fact sheet on culture shock
www.ukcisa.org.uk/student/info_sheets/culture_shock.php

Shopping

From Monday to Saturday most shop opening hours are 9am - 7pm. Local shops often close on Sundays although city centre stores and large supermarkets will be open from 11am - 5pm. It is not usually possible to bargain over the price of goods.

Larger supermarkets offer 24-hour shopping, six days a week and sell a variety of household items, kitchenware and clothing, as well as food.

Staying safe

Manchester is generally a safe city and following a few simple tips can help stop you becoming a victim of crime.

Personal Safety

- Avoid walking alone at night. Stay with a group of friends or take a bus or taxi.
- Stick to well-lit streets and avoid shortcuts such as alleyways and empty car parks.
- Use cash machines during the day when it is busy, or get cash-back in a supermarket.
- If you think you're in danger or being followed, walk to the nearest shop and call for help.
- When taking a taxi use a licensed black cab, which can be flagged down on the street. Private hire taxis (which look like normal cars) must be pre-booked online or over the telephone, not flagged down on the street. If you're unsure, ask to see the taxi driver's license before you get in the car. Legitimate taxis will have this clearly displayed in the vehicle.
- In pubs and bars don't leave your drink unattended. Don't accept drinks from strangers.
- Violent assault is rare in the UK and it is illegal to carry guns, knives or pepper spray. You may wish to carry a personal safety alarm which emits a loud noise to shock and disorientate an attacker.

Safety of your property

- The most common crime on campus is theft of property left unattended, so keep your possessions with you at all times.
- 1 in 3 burglaries of homes are due to an open or unlocked door or window, so make sure to keep your windows and doors locked when you're not in the room.

- Leave lights on when you go out to give the impression that the house is occupied and if your house has an alarm remember to turn it on.
- Don't leave your valuables within view of the windows and don't leave the boxes from new expensive items lying by the outside bin.
- You can register any valuable property (such as laptops, mobile phones, mp3 players) on www.immobilise.com free of charge. This will assist the police to return lost or stolen items to their rightful owners.

Smoking

Smoking is not allowed in enclosed public spaces like restaurants, lecture theatres, public transport, and all University accommodation, as well as some outdoor public spaces, such as bus stops and train stations. You may be fined if you smoke in these places, or anywhere else displaying a 'No Smoking' sign.

Television licence

In the UK all televisions must be licensed. There are various ways to purchase a licence and the cost is £145.50 a year for a colour TV or £49.00 a year for a black and white TV. If you have a television in your own room in a Hall of Residence you will have to purchase your own separate licence. Please consult the Television Licensing website for further information, www.tvlicensing.co.uk/check-if-you-need-one/for-your-home/students-aud1

Toilets

British toilets are the flushing, pedestal type. Toilet paper should be flushed away after use. Separate facilities are usually available for disabled persons and for baby changing.

Weather

Manchester has a temperate climate, with few extremes. Average summer temperatures of 15°C (59°F) and winter temperatures of 4°C (39°F) are occasionally raised or lowered for a week or two. Light rain falls on around half of the days of the year, which can make it feel colder in winter. Despite this, British weather can be unpredictable, and a rainy morning often turns into a beautiful, clear blue day.



Contact details and more information

Dial **999** in an emergency, where there is threat to life or property, or a crime is in progress. To report a crime after the event, call Greater Manchester Police on **0161 872 5050**.

To report a crime or anything suspicious on campus, call campus Security Services on **101** or **0161 306 9966**.

For more information contact the University Campus Police Office tel: **+44 (0)161 275 7042** email: police@manchester.ac.uk

For more safety tips see www.manchester.gov.uk/studentsafety www.estates.manchester.ac.uk/crimereduction

www.manchester.ac.uk/international

Staying healthy

Before you come to Manchester

You should be vaccinated against Measles, Mumps, Rubella (MMR) and Meningitis C before you leave your home country. These are rare, but easily communicated, serious diseases which can spread quickly amongst those not vaccinated against them. If you are unable to be vaccinated before leaving your home country, vaccines for both MMR and Meningitis C can be obtained after arriving in the UK free of charge from your GP (General Practitioner or doctor).

Access to healthcare in the UK

Emergency treatment is available free of charge to everyone in the UK. If you or someone else has a medical emergency requiring an ambulance, call 999 immediately. Free health treatment is available on the UK's National Health Service (NHS) to all students studying in the UK for longer than six months, as well as to all students from EU countries and those with reciprocal health agreements. For more information see the UKCISA website www.ukcisa.org.uk/student/info_sheets/keeping_healthy.php

If you are not eligible for free NHS treatment you should take out private medical insurance. If you already have medical insurance in your home country, you may be able to extend it to cover your stay in the UK. You are free to take out private medical insurance even if you are eligible for NHS treatment as this can result in quicker treatment, although private insurance is generally expensive.

NHS services

If you are entitled to NHS treatment you will be able to consult a GP and use most other GP services free of charge, as well as having access to free emergency and non-emergency treatment in hospitals. To access these services, you should register with a GP as soon as you can after arriving in Manchester (page 63).

If you are issued a prescription, for medication, by your GP you will need to pay a fixed charge of £7.20 per item. If you need regular medication, ask your GP about a Prescription Pre-payment Certificate which may be cheaper. If you are on a low income you may be able to receive help for the cost of prescriptions. You should collect a HC1 form either from a pharmacy or from Student Services on campus. Other services which incur a charge on the NHS include vaccinations for travel and getting a sickness certificate to confirm that you were absent from work or study for legitimate reasons.

Student occupational health service

Further information and advice on healthcare, as well as some healthcare services, can be obtained from the University's Student Occupational Health Service. This is not a GP Practice, please see page 66 for more information on the services it provides.

Welcome events

The University provides a variety of orientation services and events designed to give you the best possible start to your time in the UK.

Manchester airport collection service

The University runs a free coach transfer service for new international students arriving at Manchester airport between 11 and 16 September. The service is open only to unaccompanied students who will be living in university accommodation. If you are travelling with your parents or staying in private accommodation then you will need to arrange your own transport from the airport (see page 54).

You will be able to book the service in advance online from August at www.manchester.ac.uk/international/supportservices/airportcollectionservice

Orientation

The University offers an Orientation each semester designed to help you settle in, meet other new students and find out everything you need to know to begin living and studying in Manchester. Orientation is not compulsory but is strongly recommended for all new international students. The events include information on living and studying in Manchester, tours of the campus and city and a variety of social events.

For up-to-date information on all our orientation events please check our website at www.manchester.ac.uk/international/orientation

Orientation is free of charge, please book your place online at www.manchester.ac.uk/international/orientation

September Orientation

September Orientation will run from Thursday, 13 September to Sunday, 16 September 2012 (inclusive). You will receive a separate Orientation Guide containing a detailed schedule of events before you arrive in Manchester.

Accommodation is not provided specifically for Orientation. Most Halls' accommodation contracts allow you to move in on Thursday, 13 September but you are strongly advised to check, as some Hall contracts start later than this. If you need to move into your Hall before the normal start date they may be able to arrange this, but you need to contact your Hall directly to discuss options.

January Orientation

January Orientation will run in the week commencing 21 January 2013. Further details will be available online closer to the time.

Welcome week

The week beginning Monday 17 September is known as Welcome Week. The Students' Union puts on many events including fairs where you can sign up to join societies and sports clubs. Further information will be available on campus when you arrive and on the Students' Union website, www.umsu.manchester.ac.uk. You are also likely to have induction events within your School or Faculty during this week. You will receive further details of these from your School before you arrive in Manchester.



Setting off

This section will help you plan what you need to do in the weeks before you leave for Manchester and once you have arrived. By the end of this section you should have:

checklist

Completed registration with the University, including making arrangements to pay your tuition fees	(page 50)	<input type="checkbox"/>
Packed your belongings	(page 52)	<input type="checkbox"/>
Travelled to Manchester	(page 53)	<input type="checkbox"/>
Contacted your friends or family at home	(page 56)	<input type="checkbox"/>
Found out how to get around Manchester	(page 59)	<input type="checkbox"/>
Registered with the police, if required	(page 60)	<input type="checkbox"/>
Opened a bank account	(page 61)	<input type="checkbox"/>
Registered with a GP	(page 63)	<input type="checkbox"/>
Found out about University facilities and support services	(page 64)	<input type="checkbox"/>
Found how to extend your immigration permission	(page 69)	<input type="checkbox"/>
Find out about working in the UK after your studies	(page 69, 70)	<input type="checkbox"/>

PART 3

Registration

Registration

Registration with the University is an online process in which you confirm your personal details, details of your course of study and pay your tuition fees. You can begin, and you may be able to complete, the registration process before you arrive in Manchester. Full details about registration will be made available prior to your registration date at:

www.studentnet.manchester.ac.uk/crucial-guide/academic-life/registration-registration-process. If you have any problems, you will be able to access support to complete registration over the telephone or face to face, once you arrive in Manchester.

In order to complete registration, you must pay your tuition fees, or pay the first instalment of your fees and set up a Direct Debit for the remainder, or provide documentary evidence from your financial sponsors which confirms that full fees will be paid on receipt of an invoice.

Paying your tuition fees in full

Tuition fees must be paid in £ Sterling (GBP). You can pay your fees:

- online by credit or debit card (the University does not accept American Express);
- in person by personal cheque (drawn on a UK account) made payable to 'The University of Manchester';
- building society cheque (drawn on a UK account),
- banker's draft in Sterling (GBP),
- travellers' cheques in Sterling (GBP).

Paying your tuition fees in instalments

Students with a UK bank account can opt to pay in instalments. There is no administration charge for this service. You must pay your first instalment at registration and then set up a Direct Debit for the subsequent payments. In order to set up a Direct Debit you will need to provide the details of your UK bank account at the time of registration.

Setting up a Direct Debit authorises the University to collect money from your bank account, as long as you have been given advance notice of the amount and date of collection. You can set up the Direct Debit online during the registration process or in person at the registration venue.

Students with a financial sponsor

If you are sponsored by your own government you will be required to provide a current letter of financial sponsorship/funding on official letter-headed notepaper from your Embassy based in London, indicating that tuition fees will be paid for the academic year 2012/13. Financial sponsorship/funding letters which are not from the appropriate Embassy in London will not be accepted.

If you are sponsored by other bodies or organisations you will be required to bring with you a letter of financial sponsorship/funding from your sponsors, which should be on the official letter-headed notepaper of that organisation, indicating that tuition fees will be paid for the academic year 2012/13.

Please note that all new sponsors will be required (under the current HMRC regulations) to provide their VAT registration number or confirmation of their exemption.

Pre-payment of tuition fees before registration

A small number of taught postgraduate courses require that you make a partial pre-payment of fees; if you have applied to one of these courses, your School will let you know how much you will need to pay and when you should make the payment.

You can also choose to make full or partial payment towards your tuition fees, for any course, in advance of your visa application or appointment. Please be aware that any pre-payment to the University will need to clear in the University's bank account and be receipted in order for it to be reflected in your CAS. The last date on which a prepayment made by overseas bank transfer will be receipted and automatically reflected in your CAS is 31 August 2012. Payments made by overseas bank transfer after this date will have to be made as part of the main registration process. If you choose to make a prepayment but are unsuccessful in obtaining a visa to study in the UK, the payment will be refunded.

If you would like to make a pre-payment, please email tuitionfeeprepayments@manchester.ac.uk and include the following details.

- University ID number (this is on your application correspondence)
- Full name
- Date of birth in the format DD/MM/YYYY (eg 1st May 2009 = 01052009)
- Programme Title
- Tuition fees due
- Amount to be pre-paid in Sterling £.

We will then reply to your email advising you of the different payment methods available.

For more information contact the Student Services Centre fees team on **+44 (0)161 275 5000** (option 4).

Late payment of fees

If you do not pay your fees by the due dates you will be charged a penalty. If you still owe fees to the University at the end of the academic year, you will not be able to re-register which mean you will not be able to access facilities such as the library.

If you still owe fees at the end of your course you will not be able to graduate.

US and Canadian student loans

For the purpose of US and Canadian government student loans, our name is listed as 'The University of Manchester' and the School references are G12136 (US student loans) and PUB0 (Canadian student loans). For further details please see www.manchester.ac.uk/international/country and select USA.

Your journey to Manchester

Planning what to bring

We advise you not to travel with a lot of luggage as it can be cheaper to buy things in the UK. Pay careful attention to your luggage allowance as charges for excessive baggage and unaccompanied freight can be expensive. When you have finished packing remember to check that you are able to carry the luggage yourself, as you will need to do this during your journey. Label your luggage clearly with your name, your home address and the address of the place you are going to live in Manchester.

Hand luggage checklist:

- Valid Passport, with visa/UK entry clearance, or for EEA citizens a valid passport or national identity card
 - All the documents you used to obtain your Tier 4 visa including original documents to prove financial support for tuition fees and maintenance and a print out of your CAS e-mail. You should also include your TB screening certificate, if one was required to obtain your visa. See page 13 for more information.
 - If you are eligible to apply for immigration permission on arrival, you should include the offer letter from your School and evidence that you can support yourself and pay (or have paid) your tuition fees.
 - Your travel insurance details. It is advisable to take out travel insurance to cover your journey and first two weeks in Manchester.
 - Details of your destination in Manchester including address and telephone number.
 - At least two spare passport-size photographs.
 - Warm clothing - a pullover or a jacket.
 - Laptop (if you are bringing one).
 - At least £200 in cash for your journey, and for your immediate living expenses on arrival.
 - Additional money in the form of traveller's cheques which are more secure than cash.
 - at least £400 if you will be living in University accommodation
 - at least £1,000 if you will be living in private accommodation to cover the deposit (which could be up to two month's rent) and the first month's rent
- If you have a University scholarship or studentship, you should check with your School to find out when your stipend will be paid so that you can ensure to bring enough money to last until that point.
- If you are arriving by air and need to carry liquids in your hand luggage (such as essential medication or baby milk) please read and comply with the UK's hand luggage rules:
www.direct.gov.uk/en/TravelAndTransport/Publictransport/AirtravelintheUK/DG_078179

Hold luggage checklist:

- Photocopies of important documents including all those you used to obtain your visa (you should also leave a copy with your friends or family).
- Some warm clothing and comfortable shoes along with your normal range of clothing.
- If you are bringing any sharp objects (e.g. razor blades or tweezers) these must be in your hold luggage, not hand luggage.
- Your Arrival Guide and any other information sent to you from the University.

We don't recommend you bring:

- Cooking utensils, bedding and other large household items which can be purchased cheaply in the UK in larger supermarkets. Bedding packs for University halls of residence can be purchased online at www.accommodation.manchester.ac.uk/before-you-arrive
- If you are planning on bringing any food with you, check the HM Revenue and Customs list of banned and restricted goods to check if you will be able to bring it into the UK www.hmrc.gov.uk/customs/banned-restricted.htm#2

Travelling to Manchester from overseas

Manchester is one of the UK's major destinations and has excellent travel connections with many airlines offering direct flights. Where possible, we recommend flying directly to Manchester Airport.

What to expect at the airport or any other arrival port

If you obtained your visa before travelling to the UK, you need to be able to show the Immigration Officer all the documents you submitted in your visa application. You should ensure that you have these documents in your hand luggage, ready to show the Immigration Officer.

If you are eligible to apply for a visa on arriving in the UK, you must provide the Immigration Officer with a copy of your offer letter and any other acceptance documents from your School, as well as evidence that you can support yourself and pay (or have paid) your tuition fees.

On arrival, you will be interviewed and you will be asked about your reasons for coming to the UK to establish that you are a genuine student and that you intend to leave the UK upon the completion of your studies. You should be able to explain your study plans clearly without having to use an interpreter. If you experience problems at immigration control, contact the International Advice Team (page 65) as soon as possible.

The Immigration Officer will date stamp your passport to confirm that you meet the immigration requirements to study in the UK. If you are unclear about anything that you have been told by an Immigration Officer or that has been stamped in your passport, please contact the International Advice Team (page 65).

Keep your boarding card and ticket as you will need to provide details of how and when you travelled to the UK when you apply for immigration permission in future.

Please be aware that there are no porters available at airports, other arrival ports, or at University Halls, so you must be prepared to carry your own luggage.

Travelling from Manchester airport to your accommodation

Between 11 and 16 September you may be able to use our free Airport Collection Service to travel to University accommodation. See page 47 for further details. To use the Service, look out for our 'Purple People' student helpers who will be wearing purple T-shirts with The University of Manchester logo who can direct you to the airport bus station.

If you arrive at Manchester airport outside the period of the Airport Collection Service, it is easiest to take a taxi from the airport to your accommodation. The fare should cost approximately £25.

Alternatively you can take a train from the airport to Manchester Piccadilly railway station in the city centre, or Manchester Oxford Road railway station which is the nearest to the main university campus. The cost of a single ticket is around £3.20. The cost of a taxi from Piccadilly station to your accommodation should be around than £15.

You can also take the number 43 public bus directly from the airport bus station to the University and city centre for less than £3. This bus travels through the Didsbury, Withington, Fallowfield and Rusholme areas of Manchester, close to many of the major accommodation sites.

Travelling to Manchester from within the UK

If you are arriving from your home country into another UK airport, we recommend you take a connecting flight to Manchester Airport and follow the instructions above.

If you arrived in the UK early, for example to spend time travelling before you arrive in Manchester, you may wish to travel to Manchester from within the UK by train or coach. You can find train times and book tickets online at www.nationalrail.co.uk or telephone +44 (0)8457 48 49 50 for 24-hour Passenger Rail Information Service. It may be cheaper to travel by coach, but the journey is likely to be significantly longer. Two companies that offer coach travel in the UK are www.megabus.com and www.nationalexpress.com. Information on transport in the London area is available from www.tfl.gov.uk. Once you have arrived at the train or coach station in Manchester a taxi to any University accommodation should be around £15.

If you have a serious problem when you arrive, outside UK office hours (which are 9am – 5pm), please contact the emergency freephone number +44 (0) 800 838 907.

“After an 11 hour flight I was exhausted. But then I got talking to a couple of Purple People (student ambassadors) and it helped me to forget my troubles. Don't be afraid to ask for help.”

Pranav



www.manchester.ac.uk/international

Staying in contact

Telephone

Mobile phones (cell phones)

International phone calls can be very expensive from a mobile in the UK so we advise you to compare the deals available from different networks to find one that suits you. Online comparison websites such as www.moneysupermarket.com/mobile-phones could be useful. Some popular networks are 3, Vodafone, O2, Orange, T-Mobile and Virgin.

Networks such as Lebara specialise in international calls, but it is still important to check the costs of the countries you wish to call. Shops such as Carphone Warehouse and Phones4U stock phones on a variety of networks.

There are two types of mobile phone usually available in Britain:

- 'Pay As You Go' - you pay a fixed rate for the handset and SIM card and then pay for calls as you make them. You will need to top-up your mobile with extra money which can be done from most cash points. This means you can keep control of your spending more easily although calls can be more expensive.
- 'Contract' or 'pay monthly' - you pay a monthly charge for a set amount of minutes, texts and internet data allowance. You can get contracts that come with a handset or with just a sim card to put in your own handset. Calls that are not included in your monthly package can be expensive, so check whether calls overseas are included. The amount you spend on your phone is debited from your bank account every month. The contract periods are usually for a minimum of 12 months and it can sometimes be hard for international students to get contract phones. If you have problems please go to the Student Services Centre for further advice (page 68).

Landline telephones

Landline telephone connections are provided by a variety of companies, online comparison services such as

www.comparethemarket.com can help you find the best deals, some of which may include free calls at certain times of day or reduced price calls to favourite numbers. Depending on the telephone company, telephone calls to British numbers are usually less costly or even free at the weekends and between 7pm and 7am on weekdays. Some companies may offer reduced price calls to other countries at certain times of day.

Telephone numbers for businesses and services are listed on online directory enquiry websites such as www.yell.com and www.118500.com.

Direct dialling overseas

To dial overseas you will need to dial in sequence:

00 + Country code + Area code (minus initial "0" or "9") + Local number.

Country codes and area codes are listed in telephone directories or on the website for International Directory Enquiries www.bt.com/international-guide.

It is possible to transfer the cost of a phone call so that the person you are ringing pays; dial 155 for the UK International Operator or 100 for the UK operator and ask for a reversed charge call. The person you are calling will be asked if they accept the charge. It can often be a more expensive phone call.

Phone cards

Many companies produce phone cards offering cheap phone calls to overseas countries. These can be purchased online or in newsagents. Ensure you check the cost of the calls to the countries you wish to phone.



“It's easy to call home with Skype and many of my friends have specific SIM cards so it's really cheap to call home.”

Heather

“Rebtel.com is a really useful way of staying in touch with friends and family back home in China.”

Yuchuan

www.manchester.ac.uk/international

Online

The internet provides a variety of inexpensive, and often free, options for keeping in touch with people across the globe.

Email

As a student you will be given free access to web and email once you register. You can also access email and the internet, for a fee, at internet cafés around the city.

VoIP

VoIP services allow you to make free phone calls over the internet to other VoIP users and sometimes low cost calls to landline and mobile phones. You will need to use a computer with a microphone. Popular VoIP services include Skype (www.skype.com) and VoIPtalk (www.voiptalk.org).

Social media

Social media sites, especially Facebook and Twitter, are very popular in the UK and many student societies use Facebook to communicate with their members. You can set up a free account at www.facebook.com and www.twitter.com.

Instant messaging

Instant messaging enables you to have a text conversation with other instant messaging users across the world. Other services, such as Facebook and Skype, provide instant messaging functions or you can download Microsoft's free Windows Live Messenger software from explore.live.com/messenger.

Postal services

Mail within the UK can be sent either first or second class. First class mail is generally delivered the following day, second class can take longer. The cost varies according to the size and weight of the envelope. You can buy stamps from the post office, supermarket or newsagents. Mail can be posted at the Post Office or in the red post boxes on many streets and in some supermarkets. For the full range of postal services available see www.postoffice.co.uk/letters-parcels

Most Post Offices are open from 9am - 5.30pm Monday to Friday, and 9am - 12.30pm on Saturday, although some small offices may have more limited hours.

The Post Office nearest to campus is Wilmslow Park, Unit 11, Hathersage Road, Manchester M13 0EJ. You can find your nearest branch online at: www.postoffice.co.uk/branch-finder

The Post Office offers a variety of additional services including currency exchange with no commission, electronic transfer of money, postal orders and overseas money orders and Girobank which allows you to pay some bills (such as telephone, water, gas or electricity) through the Post Office even if you do not have an account with them. See www.postoffice.co.uk for further details.

Travel in Manchester

Buses

Several bus companies operate services within Manchester and the surrounding areas including Stagecoach, Magic Bus and Finglands. Bus timetables can be accessed online at www.tfgm.com. Daily or weekly tickets can be purchased on the bus and are cheaper if you will be making several journeys. Many students purchase the Stagecoach annual student bus pass which can be bought online at www.buymyunirider.com, or in person at the reception in the Students' Union.

Cycling

Cycling is a quick and convenient way to get around the city. Some roads near the campus have cycle lanes, although these are often shared by buses. Bike theft is common, but you can easily deter thieves by buying an inexpensive bike and securing it with a sturdy D-lock to bike stands, rather than lamp posts or railings. There are plenty of places to lock your bike on campus and at accommodation sites. It is compulsory to have lights if you will be cycling after dark and you should wear a helmet. For more information see: www.direct.gov.uk/en/TravelAndTransport/Cycling/index.htm www.bicycle-doctor.co.uk/faq_stolen.html

Trains

National and local train services are available in the City Centre from Piccadilly, Victoria and Oxford Road railway stations. Check which station your journey will begin or end at. A 24-hour Passenger Information Service is available by telephoning +44 (0)8457 484950 or on the internet at www.nationalrail.co.uk, which offers advice on travel and timetables and allows you to book tickets online. Tickets must usually be purchased before boarding the train; most stations have an enquiry office or machine which sells tickets. Fares may be cheaper if booked in advance.

Railcards

You are eligible to buy a Young Persons Railcard if you are over 16 and under 25 years old, or if you are over 26 and in full-time education (at least 15 hours a week for more than 20 weeks a year) at a UK institution. The

card costs £28 and offers a discount of a third off the price of Standard Class rail travel. Railcards can be purchased at major train stations or online at www.16-25railcard.co.uk.

Taxis

Taxis are a relatively expensive but convenient and safe way to travel. Before you make a journey by taxi, you should ask the driver for the likely cost of your journey and ensure that you have enough cash with you. You can stop a black cab in the street, but a private hire cab, which looks like a normal car, must be pre-booked in advance.

Tram

The Metrolink tram system links Bury (north of Manchester), Altrincham (south of Manchester), and Salford to the City Centre. The tram also runs through the city centre linking Piccadilly Railway Station, Piccadilly Bus Station, Shudehill Bus Station and Manchester Victoria Railway Station. The service is frequent and you can find timetables online at www.metrolink.co.uk or telephone +44 (0)161 205 2000. Buy tickets from a machine on the Metrolink platform before boarding the tram. More information is available online at www.tfgm.com.

Driving in the UK

Manchester is a very convenient city to get around without a car or motorbike and very few British students bring cars to Manchester. Fuel, insurance, licensing and tax are all expensive in the UK, as are the costs of any repairs. Parking spaces are limited and expensive, especially around the University campus.

Before buying a car check the regulations first; the penalties are severe, and can affect your visa status, if you are caught driving without a licence, insurance, MOT or tax. Never drive after drinking alcohol. For more information see: www.ukcisa.org.uk/student/info_sheets/driving.php and www.direct.gov.uk/en/Motoring/index.htm.

If you are thinking of buying a car, or bringing your own car into the UK, contact the Students' Union Advice Centre (page 68), for information and advice before making a purchase.

“ A bike is really good for saving money. I've never had to buy a bus pass so I've saved a lot. Plus Manchester is really flat so it's a very quick way to get around. ”

Alexandra

Police Registration

If you are required to register with the police, your visa sticker or biometric residence permit will include this requirement or your passport will have been stamped accordingly and you should register within seven days of your arrival. If you do not have an endorsement in your passport or biometric residence permit you do not need to register.

If you are arriving between 11 and 21 September you will register as part of Orientation (see page 47). You will be sent further details of how to register with the police in the Orientation guide.

If you arrive outside of the September Orientation please contact the International Visitor Registration Office directly to complete registration. Include your name as it appears on your passport and date of birth in all your emails.

International Visitors Registration Office (IVRO, Map 3)

Greater Manchester Police
Boottle Street, Manchester M2 5GU
+44 (0)161 856 3320/ 3317
gmp.ivro@gmp.police.uk
Please call before 12 noon

Opening hours:
Monday, Tuesday, Thursday, Friday:
8:30am - 12 noon and 1pm - 4pm
Wednesday: 8:30am - 12 noon

You will need to take with you to the office:

- £34 (in cash) for each person over the age of 16
- Your passport
- A passport sized photograph
- Your original offer letter from the University or a confirmation of attendance letter from the Student Services Centre

At the office you will be asked to fill in an application form, including your full address in Manchester. You will be issued with a police registration certificate which you should carry with you at all times.

You must inform the police within seven days if you:

- change your UK address
- extend or change your immigration permission
- change your place of study

There is no charge for these updates, and you can do them at any police station.

Opening a Bank Account

You should open a bank account as soon as possible after you arrive. Do not leave large amounts of cash or travellers' cheques in your room even if the door is locked. Unless you are paying your fees in full in advance (including exchange programmes), or are a sponsored student, you will need to have a bank account opened before you can register as a student at the University.

Types of account

Current Account

This is the basic account which you use for your day-to-day purchases and deposits. This type of account normally comes with a cashcard, with which you can take money from cashpoints (ATMs) up to a daily maximum limit. Some student bank account offers are only for UK students so check the terms and conditions. Some banks also offer Shariah compliant accounts, for example HSBC and LloydsTSB.

A current account allows you to set up a Direct Debit (a regular payment from your account) for example to pay your tuition and accommodation fees.

Consider choosing an account or a bank that issues monthly paper bank statements. Online statements cannot not be used to support an immigration application, and the bank may not be able to provide any further proof of your transactions. Keep and file your bank statements. Obtaining reprints can take time and/or incur a fee.

Savings Account

It is a good idea to open a savings account if you intend to deposit a lot of your money in an account which isn't used regularly as you will receive a higher interest payment from the bank. The money may not be as accessible and you should check carefully the method for moving or withdrawing your money. Please note you will not be able to set up a Direct Debit from a savings account.

Opening a bank account

The main banks on campus are Barclays, HSBC, LloydsTSB, NatWest and the Royal Bank of Scotland. Banks are normally open daily between 9.30am and 3.30pm Monday to Friday. Some of the major branches open for longer hours and on Saturday mornings. See each bank's website for further details.

Barclays www.barclays.co.uk

HSBC www.hsbc.co.uk

LloydsTSB www.lloydstsb.com

NatWest www.natwest.com

Royal Bank of Scotland www.rbs.co.uk

Barclays offers two types of account which can be partly opened before you arrive in the UK. For more information see:

www.barclays.com/studentandfamily

Chinese version

www.barclays.com/studentandfamily/indexcn.htm

“Orientation was one of the best times in my first year. There are so many great things happening that you'll want to try them all. And you should! I made most of my friends during Orientation and when I look back I'm glad I introduced myself to every other person I met.”

Pranav

Accounts with other banks must be opened in person. You will need to take the following documents with you when you open an account:

- Your passport
- Proof of your home address overseas on a University document; either your offer letter or a bank letter from the Student Services Centre
- Proof of your term-time address in Manchester for example your accommodation contract or tenancy agreement, or a bank letter from the Student Services Centre

If you have trouble opening a bank account you should contact the Student Services Centre (page 68) for advice.

You should allow at least two weeks for a bank account to be set up fully and for you to be able to access the money in the account, however you should be given your account number and sort code (which you need to set up a Direct Debit) within a few days.

Students studying for less than six months

If you are in the UK for less than one year, it may not be possible for you to open a bank account. Make sure you contact your bank before you come to the UK, so you can access your money while you're here. If you have difficulty please contact the Student Services Centre (page 68). You may find it best to use cashpoints (ATMs) and draw from a bank account you have in your home country or bring traveller's cheques to cover the duration of your time in the UK.

Other information about banking and payment methods

Debit cards

If your account comes with a Visa Debit (www.visa.co.uk) or Maestro card (www.maestrocard.com), this can be used to pay instead of cash in most shops. Solo cards (www.solocard.co.uk) work in the same way but are not as widely accepted. As long as you have sufficient funds, the money is transferred directly from your account. Many students choose to use debit cards, rather than credit cards, as it is easier to keep track of your spending.

Credit cards

If you use a credit card the money is not automatically debited from your account, instead you receive a bill at the end of the month to cover what you have spent. If you have a Visa or Mastercard credit card from your own country, you will be able to use it at most shops and restaurants in the UK. American Express is accepted in some shops and restaurants.

You are only likely to be able to get a credit card if you will be staying in the UK for at least 12 months. Ensure you read the terms and conditions carefully before using a credit card as there may be very high rates of interests if you do not pay back everything you have spent at the end of the month. Online comparison websites such as www.bankcardfinder.com and www.moneysupermarket.com can help you find the best deals.

Store cards

Many department stores and some clothing shops offer a store card account. Store cards usually work like credit cards but offer you special discounts in the store. These often have very high interest rates if you do not pay back everything you have spent at the end of the month.

Registering with healthcare services

Registering with a GP (doctor)

If you are eligible for free healthcare on the National Health Service (NHS) (see page 46) you must register with a local doctor (General Practitioner or 'GP') to access NHS services. Lists of GPs are available from Student Occupational Health and the International Advice Team or you can find your local GP online at: www.nhs.uk/servicedirectories/Pages/ServiceSearch.aspx.

There may be an opportunity to register with a GP at your hall of residence or on campus during Welcome Week or you can visit the practice with proof of your address in Manchester to register. Once you have registered you will receive a National Health Card within a few weeks which you should take with you when you use NHS services.

If you are taken ill and have not registered with a GP yet, you can go to the Primary Care Emergency Centre (Walk in Centre) at Manchester Royal Infirmary (map 2). Open 10am -10pm +44 (0)161 276 1234.

Dentistry

You will need to register with a dentist separately from registering with a GP. There is a charge for all adult dental treatment in the UK but if you are eligible for NHS healthcare (see page 46) you can register with an NHS dentist for subsidised treatment. You can find your nearest NHS dentist online at www.nhs.uk/servicedirectories/Pages/ServiceSearch.aspx.

If you are on a low income you may be able to receive help towards the cost of dental treatment. You should collect a HC1 form either from a pharmacy or from the Student Services Centre (page 68).

If you are not registered with a dentist, free treatment for emergency dental problems is available from the University Dental Hospital. To make an appointment visit the Dental Hospital (map 2, 41) from 7.30am Monday to Friday or call the Emergency Dental Hotline on 0845 6018529. Please be prepared that there may be a queue.

Opticians

There are several opticians in Manchester which you can choose to see whenever required. You do not need to register with a particular optician. There is an optician in the Students' Union and branches of popular chains, such as Boots and Specsavers in the city centre.

There is generally a charge for eye tests as well as glasses and contact lenses. If you are on a low income you may be able to receive help toward the cost of optical treatment. You should collect a HC1 form either from a pharmacy or from the Student Services Centre (page 68).

For more information about healthcare in the UK see page 46.

Making the most of University

One of the great attractions of The University of Manchester is the scale and quality of our facilities, and our support services, that are dedicated to ensuring that there is always someone who can help you.

Careers service

Crawford House on
Booth Street East (map 2, 31)

For careers information and to book
to see someone, tel +44 (0)161 275 2829
Other enquiries +44 (0)161 275 2828
www.manchester.ac.uk/careers

The Careers Service has a large team of specialists who can help you to make the most of your time in the UK, understand what employers look for, and further your career plans. The Careers Service website has hundreds of job opportunities including graduate jobs, part-time and casual work, as well as volunteering opportunities. The Careers Service provides personalised appointments with careers advisors, a job application checking service and practice interviews, as well as regular opportunities to meet graduate recruiters on campus at careers fairs, skills workshops and presentations, with some events specifically tailored to international students. They also run volunteering and mentoring programmes including a career management skills module and the Manchester Leadership Programme, which undergraduates can take as part of their degree. Find out more at www.careers.manchester.ac.uk/students/employable

The Careers Service provides dedicated support for international students at www.manchester.ac.uk/careers/international as well as a weekly blog www.manchesterinternationalcareers.wordpress.com, online networks and a Facebook group. There are also international mentors available on the Manchester Gold mentoring programme.

Counselling service

Crawford House (5th Floor) (map 2, 31)

tel +44 (0)161 275 2864
email counsel.service@manchester.ac.uk
www.studentnet.manchester.ac.uk/counselling

The University Counselling Service provides free, individual and confidential help to all students and staff facing difficulties that are affecting their personal wellbeing or ability to study or work. Common reasons for seeking help include low motivation, poor concentration, feelings of anxiety, conflict, uncertainty or isolation, and low mood. Students also seek help with family and relationship difficulties, and problems adjusting to a different culture. As well as seeing students individually, the Counselling Service offers a range of groups and workshops including managing anxiety, managing academic pressures, managing low mood, managing procrastination, and improving confidence and assertiveness.

The service also offers a range of self-help tools on their website, including information and advice, online programmes and audio files.

To make confidential enquiries or an initial appointment, call between 9am and 4pm Monday - Friday.

Disability support office (DSO)

2nd Floor, University Place (map 2, 37)

tel +44 (0)161 275 7512
fax +44 (0)161 275 7018
email dso@manchester.ac.uk
www.manchester.ac.uk/dso

The DSO provides support for approximately 5000 disabled staff and students in the University including those with specific learning difficulties (such as dyslexia), mental health difficulties and medical conditions. We strongly advise you to let the University know if you do have a disability so that we can identify if support can be provided. If you require a significant amount of support, for example if you have personal care needs, it is essential that you discuss this with the DSO before coming to Manchester. Initial enquiries can be made over the telephone or by email, or you can make an appointment to see a disability advisor to talk things through in person. All enquiries are treated confidentially.

FoodOnCampus

www.manchester.ac.uk/foodoncampus

FoodOnCampus operate a variety of restaurants and cafés in convenient locations across campus serving a delicious selection of drinks, snacks, sandwiches, soups and hot meals. Wherever possible Halal, vegetarian, vegan, international and fairtrade options are available.

International advice team

Student Services Centre,
Burlington Street (map 2, 57)

tel +44 (0)161 275 5000 (select option 1)
fax +44(0) 161 275 7860
email iat@manchester.ac.uk
www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration

The International Advice Team provides information and gives advice and guidance to all international (including EEA) students with any problems, and are an authorised provider of immigration advice under the Immigration Services Commissioner's exemption scheme. You can telephone or call into the Student Services Centre to make an appointment to see an advisor.

International society

William Kay House, 327 Oxford Road
(map 2, 69)

tel +44 (0)161 275 4959
fax +44 (0)161 275 7696
email int.soc@manchester.ac.uk
www.internationalsociety.org.uk

The International Society, based within the University campus, is a thriving centre for international students in the Manchester area. Members of the Society total over 7,000 and come from more than 150 countries. The Society is a great place to make friends and contacts during your time in Manchester.

Each semester there is a varied programme of social and cultural activities as well as day and overnight visits during the whole year to many places of interest. These provide a good opportunity for you to see many parts of Britain during your stay.

A full timetable of informal classes runs each term including English classes, from beginners to advanced, as well as other languages and activities from around the world. A Families Group meets each week giving the opportunity for students, or the partners of students, and their children to socialise together, go on trips to local places of interest and have guest speakers such as health visitors. In addition, the Society organises a Hospitality Scheme to link international students with local people and holds three receptions each year where hosts and students can meet socially. The Society has its own café which provides a wide international menu. (All food is Halal).

IT services

www.manchester.ac.uk/its

All students at the University are provided with access to the internet on campus and an email account which can be accessed on or off campus. University email accounts offer instant messaging, mobile phone compatibility and 25GB of online storage.

There are more than 3700 computers on campus, including large clusters for all students and School and Faculty-specific clusters. Most clusters provide printing and scanning facilities and some are open 24 hours a day, seven days week. The University is in the process of providing wireless access across the whole campus with key student areas already covered.

Most courses will include an element of online learning, with access to course materials, interactive learning activities and communication tools for keeping in touch with staff and students.

The Hornet internet service is available free of charge in nearly all of Manchester's halls of residence. For more information see <http://hornet.manchester.ac.uk>

IT support can be accessed online, via the telephone, or at face-to-face service desks in The John Rylands University Library.

Language centre

www.langcent.manchester.ac.uk

The University Language Centre provides part-time English courses for non-native speakers as well as the opportunity to learn a variety of other languages. Courses are offered free of charge on a credit-rated basis (20 UK/10 EU credits), or you may pay to take classes without receiving credit. Classes cost approximately £300 including assessment.

You may wish or be asked to take an English test shortly after starting your academic programme. The results will only be used to indicate to your tutors where you may need English language support. Your tutors may recommend that you attend part-time in-session English classes, which are free to registered international students. More information about the support services provided by the ULC can be found on their website at www.ulc.manchester.ac.uk/english/academicsupport.

For information on pre-session language classes, see page 16.

Alan Gilbert Learning Commons

<http://www.youtube.com/watch?v=GqGnC41Wobs>

The University's Learning Commons offers you a flexible, ultra-modern and stimulating space in which to learn and relax.

Centrally located and open 24/7, the Learning Commons includes over 1000 study spaces, around 400 computers and wifi access throughout. There are facilities for group and independent study, IT-led study or simply quiet time.

The building is environmentally sustainable, with features such as day lighting sensors to make the best use of natural light and solar cells to generate electricity.

The £25 million building has been designed specifically to meet the needs of the 21st century student, in consultation with the Students' Union.

Legal advice centre

University Precinct Centre (map 2, 30)

tel +44 (0)161 306 1264
email free.legal@manchester.ac.uk
www.law.manchester.ac.uk

The Legal Advice Centre is a free and confidential service run by the Law School and its students during term time which can provide legal advice on a wide range of matters, including tenancy disputes.

Library

Burlington Street (map 2, 55)

www.manchester.ac.uk/library

The University Library is one of the best-resourced academic libraries in the country, providing the largest collection of electronic resources in the UK as well as holding more than 4 million printed books and manuscripts. There is a Main Library plus eight smaller, subject-specific site libraries spread across campus. Our special collections are held in the world-renowned John Rylands Library in the city centre where there are regular events and exhibitions for you to enjoy.

We are constantly updating our facilities to meet the changing needs of our students; in some of our libraries we have created a range of learning and social spaces including group study rooms and laptop zones.

There are specialist staff to provide training, help and support for your subject area, as well as dedicated accessible equipment facilities.

Occupational health for students

**Waterloo Place,
184 Oxford Road (map 2, 38)**

9am – 4pm (weekdays)
Tel +44 (0)161 275 2858

The service offers advice about students' fitness to undertake courses and any appropriate adjustments that may be required, as well as screening and vaccinations where necessary for certain courses, for example medical students. As well as providing comprehensive travel advice, vaccinations, and

travel packs for course related field work, the service can provide advice on issues such as sexual health, alcohol, drugs and contraception. They also undertake health surveillance where required by legislation and can provide medical certification for a range of non-course related activities. Advice may be available in emergency situations, such as if you are taken suddenly ill on campus or during examinations.

Students may be seen following Faculty or School referral, self-referral or, where necessary, for health surveillance required under legislation or screening due to course requirements. Referral may also be made by other support services.

This is a confidential and specialised service. It is not a GP service and all students should register with a local NHS GP. See page 63.

Sports and fitness

**Head Office, William Kay House
(map 2, 69)**

333 Oxford Road tel 0161 275 6991
www.sport.manchester.ac.uk

Sport and fitness is very much a part of student life at the University. With numerous sports clubs, fitness programmes and excellent facilities on offer, it is the perfect chance to compete in your favourite sport – or try something new.

Here are some of the programmes available to you:

- **Athletic Union** – More than 40 sport clubs cater for all levels, from beginners to elite athletes; most compete on Wednesday afternoons in the British Universities and Colleges Sport (BUCS) leagues
- **Campus Sport** – Play recreational sport with friends in a series of leagues designed with the emphasis on having fun and feeling part of campus life.
- **Hall Sport** – A free timetable of fun sports for students living in our halls of residence.
- **Fitness Manchester** – Keep fit and healthy with our extensive health, fitness and wellbeing programme, with dance classes, boot camp, holistic therapies, campus walks, jogs and much more.

You can also get involved with volunteering through the Sports Volunteer Scheme, giving you the opportunity to gain valuable work experience, develop leadership skills and give back to the local community.

If you are competing at a regional or national level in your sport, you could be eligible for support and funding through one of our SPORT Manchester Scholarship schemes.

If you prefer to play or exercise in your own time, then as a student you will be entitled to discounted fees and memberships at many University sports facilities.

For more information visit our website www.sport.manchester.ac.uk

If you have got any sport-related questions then why not join our Facebook page www.facebook.com/sport.manchester or follow us on Twitter @SportManchester.

The University of Manchester Students' Union

Steve Biko building (map 2, 68)

tel +44 (0)161 275 2930
www.umsu.manchester.ac.uk

The Students' Union (UMSU) is an organisation dedicated to representing students, and meeting their social, educational and welfare needs. The Union represents students at all levels of the University and actively aims to improve student life.

Officers are elected from the student body. As a student you will automatically become a member of UMSU and of the NUS (National Union of Students). This allows you to participate in free activities run by the Union and gives you a discount in some shops and on public transport.

The Students' Union building is the hub of student activities and includes shops, a free, confidential and independent advice service (see 68), concert venues, a café and a bar. It is home to the University's own newspaper and radio station as well as more than 200 societies including many international societies. The Union also gets involved in local and national campaigns.

Student guidance service

1st floor University Place (map 2, 37)

tel +44 (0)161 275 3033
email sgs@manchester.ac.uk
www.manchester.ac.uk/sgs
www.facebook.com/sgsmanchester
www.twitter.com/sgsmanchester

The Student Guidance Service is a confidential service providing information and advice on any matter relating to your academic life. There is a team of advisors, some of whom are members of the academic staff in the University, who can offer you individual consultations to discuss any concerns affecting academic progress. You are welcome to drop in or telephone to make an appointment.

Student services centre

South campus: Burlington St (map 2, 57)
North campus: Joule Library, Sackville Street Building (map 2, 1)

Open from 10am-4pm, Monday – Friday
tel +44 (0)161 275 5000
email ssc@manchester.ac.uk
www.studentnet.manchester.ac.uk/crucial-guide/financial-life

The Student Services Centre is a central point for information and advice for all students. The Centre provides help with a huge range of issues including examinations, certificates, transcripts, sources of funding, fees payment, registration and more. If you need any advice with any of the practical matters of University life or just don't know where to go for further information, you should contact the Student Services Centre.

Students' Union advice service

Steve Biko Building (map 2, 68)

Open: 9.30am-4.30pm weekdays including vacations
tel +44 (0)161 275 2930
email advice@umsu.manchester.ac.uk
www.umsu.manchester.ac.uk/advice

The Advice Service is based on the ground floor of the Students' Union building on Oxford Road. Full-time advisors provide independent and confidential advice and

information tailored to the needs of students at The University of Manchester. The service is comprehensive, covering all areas of welfare advice from funding to housing and specialising in academic appeals and disciplinary issues. Elected student officers, who can also be accessed through the Service provide representation within the University.

You can book an appointment, or just drop-in.

Study abroad unit

Rutherford Building (map 2,45)

tel +44 161 275 8021/8262
fax +44 (0)161 275 2058
email exchangestudy@manchester.ac.uk
www.manchester.ac.uk/international/studyabroadandexchanges

The Study Abroad Unit is responsible for all undergraduate Erasmus, Exchange and Study Abroad students joining the University for a semester or year of study as well providing the opportunity to spend a year or a semester abroad as part of your Manchester degree within Europe and beyond. The Study Abroad library has a wealth of information and advice and you can book an appointment with a Study Abroad Advisor for further information.

Non-University support services

The UK Council for International Student Affairs(UKCISA)

UKCISA is an independent, charitable organisation which provides advice and information to international students studying in the UK. They have a wealth of information about all aspects of life and study in the UK on their website at www.ukcisa.org.uk.

The British Council

The British Council connects people worldwide with learning opportunities and creative ideas from the UK and builds lasting relationships between the UK and other countries. The British Council has offices throughout the world, where you can seek advice about coming to study in the UK. For more information email general.enquiries@britishcouncil.org or visit www.britishcouncil.org

Extending your stay in the UK

The endorsement in your passport or Biometric Residence Permit (BRP) will show how long you can stay in the country. If you stay in the UK after your immigration permission has expired, you run the risk of being deported and banned from returning to the UK for at least 1 year.

If you need an extension, you can apply in the UK or in your home country.

To apply in the UK, you must send your application to the UK Border Agency (UKBA) at least one month before your immigration permission expires. If you apply after your immigration permission has expired and the UKBA refuses your application, you cannot appeal against this decision and you must leave the UK immediately.

It often takes several weeks to prepare all the necessary supporting documents required by UKBA so make sure that you begin the process at least two months before your immigration permission expires.

To apply outside of the UK, you should check the visa application process for your country on the UKBA website. This will tell you where you can make your application, and will give you links to your options for applying: www.ukba.homeoffice.gov.uk/countries

If you are completing a paper application, you will need form VAF9 and Appendix 8, which you can download here: www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/apply-outside-uk

For up to date information on making an application to extend your visa in the UK or overseas, please visit: www.studentnet.manchester.ac.uk/crucial-guide/academic-life/immigration/applying-from-the-uk

Working in the UK after your studies

EEA/Swiss students

The same conditions apply to EEA and Swiss students whether they are working while they are studying or whether they are working after they have graduated. Please see page xx for more information.

All other international students

If you are from outside the EEA/Switzerland you must apply to the UK Border Agency for permission to work. The immigration permission must be endorsed in your passport or on your Identity Card for Foreign Nationals before you can start working in a full-time, permanent post. Similarly, you need to apply for and be granted the relevant immigration permission if you are planning to set up your own business or engage in self employment.

If you are planning to work in the UK you may be eligible to apply for immigration permission under a Tier 2 visa. Please look at the information on the International Advice Team, the Careers Service or the UKCISA websites as soon as possible about the options for obtaining a work visa in the UK, so that you can plan ahead. The Careers Service also organises a number of workshops throughout the year on working visas and what it means to be employable in the UK (including the skills, experience and personal qualities required and how this may differ internationally).

To stay in touch with the latest UK and international job opportunities and to keep up to date with immigration news please see the Careers Service website at: www.manchester.ac.uk/careers and the section specifically for international students at: www.manchester.ac.uk/careers/international



“ There are loads of opportunities. Schemes like the Manchester Leadership Programme, Leading Peer Assisted Study Sessions and Study Abroad are run really well and great for getting graduate jobs. ”

Alexandra

Directory

Useful University contact information

Accommodation Office

tel +44 (0)161 275 2888
fax +44 (0)161 275 3213
email accommodation@manchester.ac.uk
www.manchester.ac.uk/accommodation

Careers Service

tel +44 (0)161 275 2828
email careers@manchester.ac.uk
www.manchester.ac.uk/careers

Counselling Service

tel +44 (0)161 275 2864
email counsel.service@manchester.ac.uk
www.manchester.ac.uk/counselling

International Office

The Rutherford Building
The University of Manchester
Oxford Road
Manchester, M13 9PL
tel +44 (0)161 275 2196
fax +44 (0)161 275 2058
email offer@manchester.ac.uk
www.manchester.ac.uk/international

Disability Support Office

tel +44 (0)161 275 7512, text +44 (0)789 9658 790
email dso@manchester.ac.uk
www.manchester.ac.uk/dso

English Language Courses

tel +44 (0)161 306 3397
fax +44 (0)161 306 3396
email englang@manchester.ac.uk
www.langcent.manchester.ac.uk

International Advice Team

(Address and telephone numbers please see Student Services Centre below)
email iat@manchester.ac.uk

Manchester Student Homes

tel +44 (0)161 275 7680
fax +44 (0)161 275 7684
email manchesterstudenthomes@manchester.ac.uk
www.manchesterstudenthomes.com

Student Guidance Service

tel +44 (0)161 275 3033
email sgs@manchester.ac.uk
www.manchester.ac.uk/sgs

Student Occupational Health

tel +44 (0)161 275 2858

Student Services Centre

tel +44 (0)161 275 5000
fax (Burlington Street) +44 (0)161 275 7860
fax (Sackville Street) +44 (0)161 275 7100
email ssc@manchester.ac.uk
www.manchester.ac.uk/ssc

Study Abroad Unit

(including Erasmus)
tel +44 (0)161 275 8021
fax +44 (0)161 275 2058
email exchangestudy@manchester.ac.uk

Other useful addresses

British Council (Manchester)

tel +44 (0)161 957 7755
email general.enquiries@britishcouncil.org
www.britishcouncil.org

International Society

tel +44 (0)161 275 4959
fax +44 (0)161 275 7696
email int.soc@man.ac.uk
www.internationalsociety.org.uk

Home Office/ Border Agency

tel +44 (0)870 606 7766
text phone +44 (0)800 38 98 289
email indpublicenquiries@ukba.gsi.gov.uk
www.ukba.homeoffice.gov.uk

Public Enquiry Office

tel +44 (0)870 606 7766

Liverpool Public Enquiry Office

(appointment only)
tel +44 (0)870 606 7766

International Visitor Registration Office,

Greater Manchester Police
tel +44 (0)161 856 3317/3320
(please call before 12 noon)

Useful external weblinks

General

British Council
www.britishcouncil.org

Currency Converter
www.xe.com

UKCISA: guidance notes on all aspects of being an international student
www.ukcisa.org.uk
www.ukcisa.org.uk/student/index.php

Visas and immigration
www.ukvisas.gov.uk

Immigration Advisory Service: independent, free advice service
www.iasservices.org.uk

English language requirements

British Council - Learning English in your country
www.learnenglish.britishcouncil.org

IELTS

www.ielts.org

Accommodation

Television Licence

www.tvlicensing.co.uk/check-if-you-need-one/for-your-home/students-aud1

Travelling to Manchester

Advice on what not to bring to the UK
www.bia.homeoffice.gov.uk/travellingtotheuk/customs/whatcanibringin

Tourist Information

www.visitbritain.com

Manchester Airport: flight details, facilities

www.manchesterairport.co.uk

Information on all UK airports

www.baa.co.uk

Coach travel

www.nationalexpress.com
www.megabus.com

Train travel

www.nationalrail.co.uk
www.thetrainline.com
www.networkrail.co.uk

International Students House (London)

www.ish.org.uk

London Transport Information

www.tfl.gov.uk

Your finances

Banks

Barclays: www.barclays.co.uk
 Citibank: www.citibank.co.uk
 Halifax: www.halifax.co.uk
 HSBC: www.hsbc.co.uk
 Lloyds TSB: www.lloydstsb.com
 Natwest: www.natwest.co.uk
 Royal Bank of Scotland: www.rbs.co.uk
 Santander: www.santander.co.uk

Studying at The University of Manchester

www.palgrave.com/skills4study

Living in Manchester

Local transport

www.gmpfe.com

Metro

www.metrolink.co.uk

Driving: How to apply for a UK drivers licence

www.dft.gov.uk/dvla/drivers.aspx

Road tax

www.direct.gov.uk/en/Motoring/OwningAVehicle/HowToTaxYourVehicle/DG_10012524

Road safety

<http://www.dft.gov.uk/think>

Work permits

www.bia.homeoffice.gov.uk/visa-immigration/working

Childcare, Schools, Playgroups, Nurseries and Childminders

www.childcarelink.org
www.manchester.gov.uk/education

Safety and security

www.immobilise.com
www.makingmanchestersafer.com

Legal advice

email free.legal@manchester.ac.uk
www.legalservices.gov.uk

Postal services

www.postoffice.co.uk
www.royalmail.com

Yellow Pages telephone/address directory

www.yell.com

BT Directory Enquiries

www.118500.com

HOST: Hospitality Scheme

www.hostuk.org

Information about Manchester

www.visitmanchester.com
www.manchester.com
www.manchesteronline.co.uk

Countries with Consular Offices in the North West

For a full list of Consular Offices please visit the Manchester Consular Association website:

www.mca.group.shef.ac.uk

Directions to the University

(map of campus, accommodation and city centre)

From Piccadilly Railway Station

From Piccadilly Railway Station catch the 147.

From Piccadilly Bus Station

From Piccadilly Bus Station catch any of the following buses: 14, 16, 41, 42, 43, 44, 48, 111, 140, 142, 157 and 250.

From Victoria Railway Station

Either take the Metrolink tram, or walk to Piccadilly Gardens Bus Station (not the Railway Station) and follow the directions above.

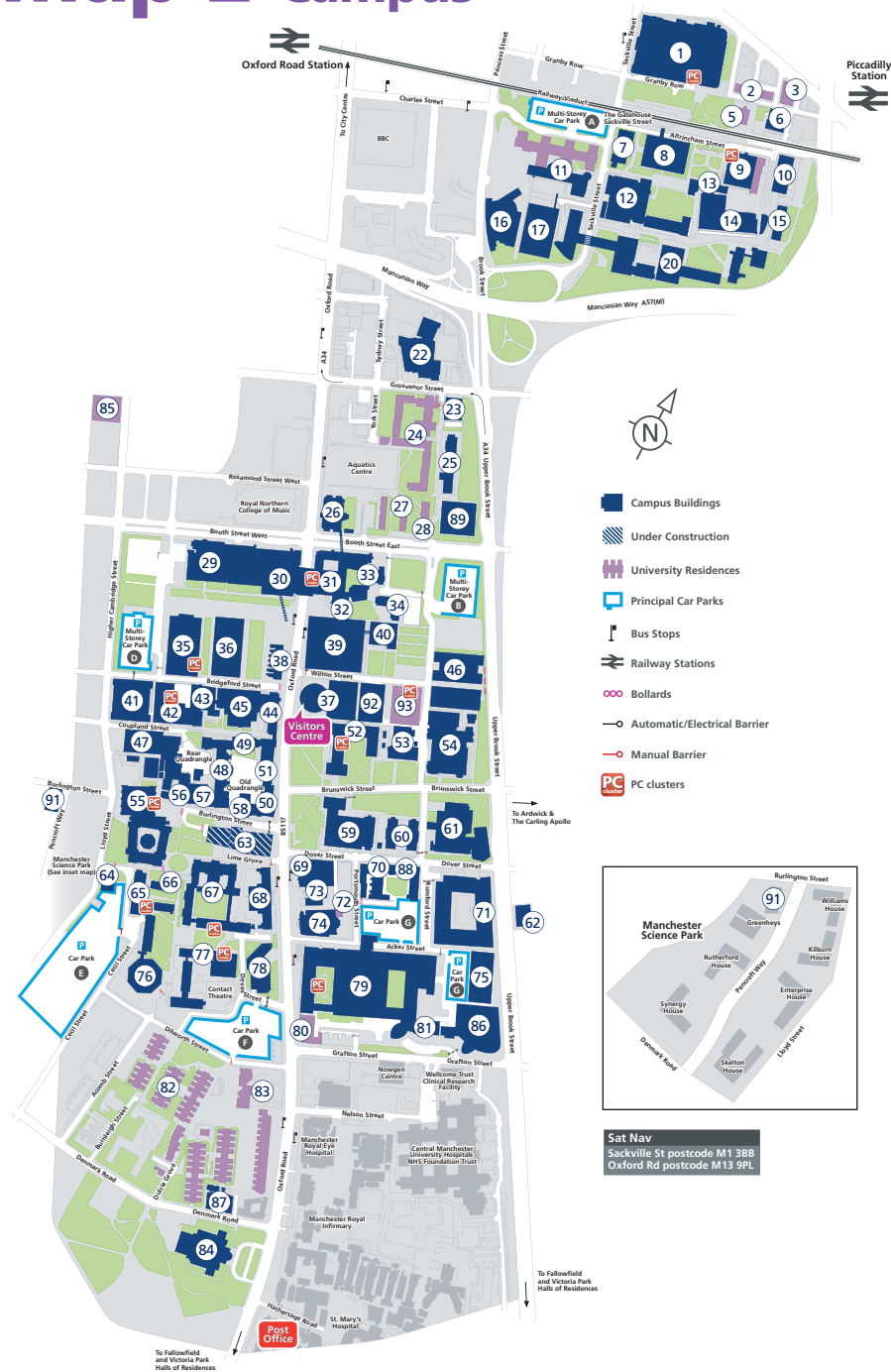
Parking

Please note that parking near the University is available in several car parks on campus.

Map 1 Accommodation

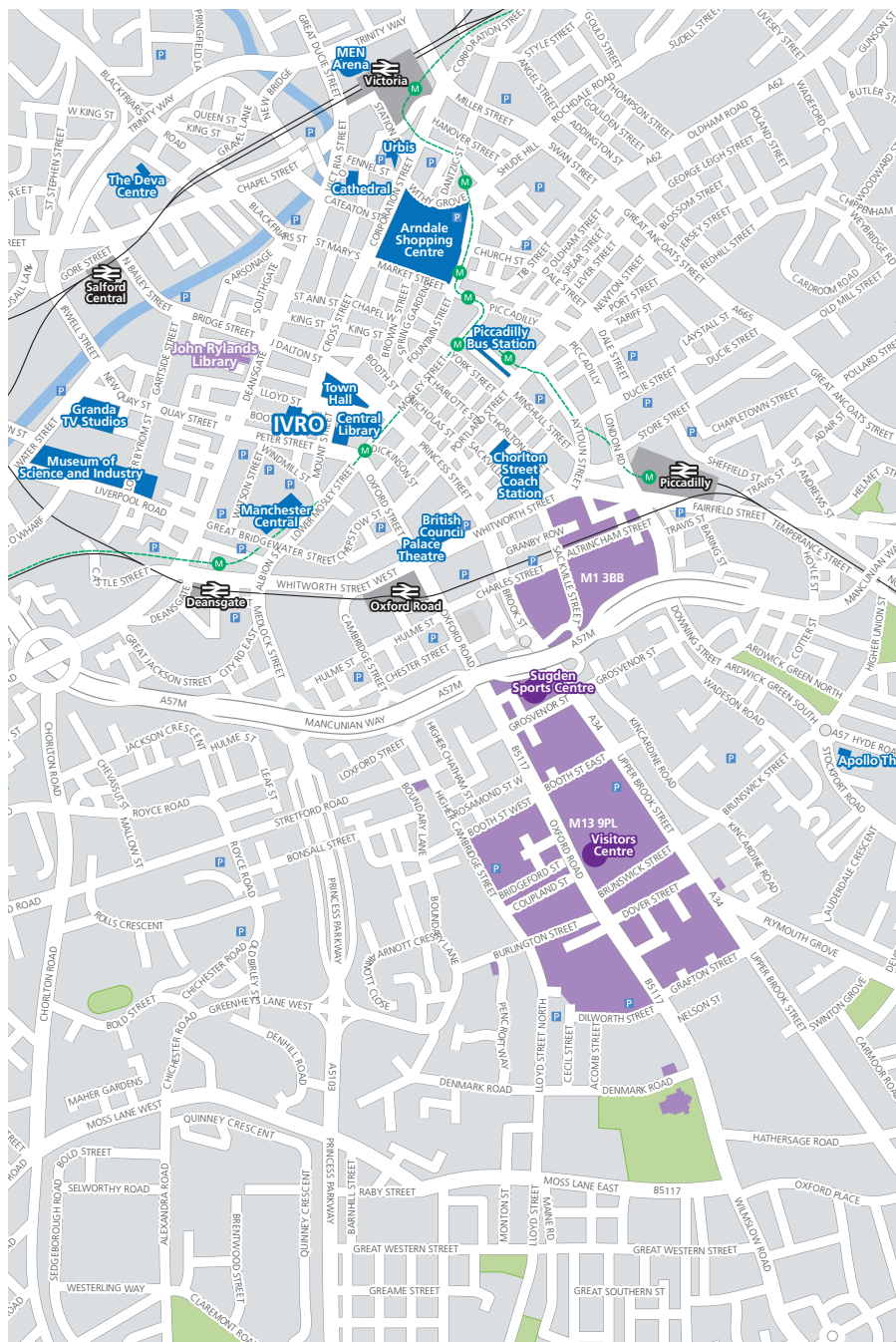


Map 2 campus



- 1 Sackville Street Building
- 2 Lambert Hall
- 3 Fairfield Hall
- 6 Echoes Day Nursery
- 7 Paper Science Building
- 8 Renold Building
- 9 Barnes Wallis Building / Students' Union / Wright Robinson Hall
- 10 Moffat Building
- 11 The Manchester Conference Centre and Weston Hall
- 12 Pariser Building
- 13 Staff House Sackville Street
- 14 The Mill
- 15 Morton Laboratory
- 16 Manchester Interdisciplinary Biocentre - John Garside Building
- 17 George Begg Building
- 18 Faraday Tower
- 19 Faraday Building
- 20 Ferranti Building
- 21 Maths and Social Sciences Building
- 22 Sugden Sports Centre
- 23 Oddfellows Hall
- 24 Grosvenor Halls of Residences
- 25 Materials Science Centre
- 26 Manchester Business School East
- 27 Bowden Court
- 28 Ronson Hall
- 29 Manchester Business School West
- 30 Precinct Shopping Centre Harold Hankins Building Devonshire House
- 31 Crawford House
- 32 St Peter's House/Chaplaincy
- 33 Crawford House Lecture Theatres
- 34 Prospect House
- 35 Humanities Bridgeford Street
- 36 Arthur Lewis Building
- 37 University Place
- 38 Waterloo Place
- 39 Kilburn Building
- 40 Information Technology Building
- 41 Dental School and Hospital
- 42 Martin Harris Centre for Music and Drama
- 43 Coupland Building 1
- 44 The Manchester Museum
- 45 Rutherford Building
- 46 Alan Turing Building
- 47 Coupland Building 3
- 48 John Owens Building
- 49 Beyer Building
- 50 Whitworth Hall
- 51 Whitworth Building
- 52 Williamson Building
- 53 Roscoe Building
- 54 Schuster Building
- 55 John Rylands University Library
- 56 Schunck Building Burlington Rooms
- 57 Student Services Centre
- 58 Christie Building
- 59 Simon Building
- 60 Zochonis Building
- 61 Chemistry Building
- 62 Dryden Street Nursery
- 63 Learning Commons
- 64 Environmental Services Unit
- 65 Mansfield Cooper Building
- 66 Stephen Joseph Studio
- 67 Samuel Alexander Building
- 68 Students' Union Oxford Road (also at number 9)
- 69 William Kay House
- 70 Dover Street Building
- 71 Michael Smith Building
- 73 Avila House RC Chaplaincy
- 74 Holy Name Church
- 75 AV Hill Building
- 76 AQA
- 77 Ellen Wilkinson Building
- 78 The Academy
- 79 Stopford Building
- 80 Horniman House
- 81 The Manchester Incubator Building
- 82 Whitworth Park Halls of Residence
- 83 Grove House
- 84 The Whitworth Art Gallery
- 85 Opal Hall
- 86 Core Technology Facility
- 87 Denmark Building
- 88 Carys Bannister Building
- 89 Chemical Engineering and Analytical Sciences - James Chadwick Building
- 91 McDougall Centre
- 92 Jean McFarlane Building
- 93 George Kenyon Building and Hall of Residence

Map 3 Manchester city centre



All directions listed are to the Visitors Centre in University Place (map 2, 37).

By air

Manchester Airport is approximately 10 miles from the University. The taxi fare from Manchester Airport is around £25.

By bus

From Piccadilly Train Station catch the 147 bus.

From Piccadilly Bus Station catch any of the following buses:
14, 16, 41, 42, 43, 44, 48, 111, 140, 142, 157 and 250.

From Victoria Train Station, catch the tram to Piccadilly Bus Station and catch one of above services.

From Manchester Airport catch the 43 bus.

By road

All approach routes are clearly signposted 'Universities'.

M62 (Eastbound), M602

Leave the M62 at J12 and join the M602. At the end of the M602 join Regent Road (A57) and continue along and join the A57M (Mancunian Way). Leave at the second exit, sign-posted A34 (hair-pin bend). To go to Sackville Street, keep right. To go to Oxford Road, keep left and join the A34 (dual carriageway) and get in the right hand lane. Turn right at the first set of traffic lights into Grosvenor Street. Stay in the left hand lane and turn left at the next set of traffic lights onto Oxford Road (B5117).

Go straight on through the next set of traffic lights and the University's Visitors Centre is on the left hand side in University Place.

M62 (Westbound), M60

Leave M62 at J18 and join M60 ring road. Leave M60 at J22 and turn right at traffic lights onto Oldham Road (A62). Continue along until the end and turn left to join Great Ancoats Street (A665). Follow signs for the Universities and join the Mancunian Way (A57M). Leave at the second exit onto Higher Cambridge Street. Turn left at the next set of traffic lights onto Booth Street West. Continue to the next set of traffic lights and turn right. The University's Visitors Centre is on the left hand side in University Place.

M6/M56

Leave the M6 at Junction 19 and turn right onto the A556. Follow signs for Manchester Airport and join the M56. Stay on M56 until it joins Princess Parkway (A5103).

Continue for a further four miles before turning right at the Royal Brewery into Moss Lane East (B5219). Continue to the T-junction and turn left onto Oxford Road (B5117). Proceed down Oxford Road past the hospitals and the Holy Name Church on the right hand side. The University's Visitors Centre is on the right in University Place.

From M67

At the end of the motorway, join Hyde Road (A57). Continue along for approximately three miles, following signs for the city centre.

Upon reaching a major roundabout (the Apollo Theatre is on the left) take the second exit, Brunswick Street (signposted 'Universities'). Continue along and go straight through the next set of traffic lights. Continue to the T-junction and turn right onto Oxford Road (B5117). The University's Visitors Centre is on the right hand side in University Place.

Sat Nav

Sackville St postcode M1 3BB

Oxford Rd postcode M13 9PL

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