

The University for
World-Class Professionals



Manchester
Metropolitan
University

Welcome to MMU

Arrival Guide for
International Students 2011



Welcome



Dear Student,

I would like to congratulate you on receiving an offer of a place at Manchester Metropolitan University – the University for World-Class Professionals. I hope this guide will help you in your preparations in coming to MMU to embark upon the next stage of your academic career.

MMU is one of the largest and most popular universities in the UK. You will be joining a diverse student community of over 35,000 students, including 3,000

international students from over 100 different countries. Whether you will be joining one of our campuses in Manchester or Cheshire, you will become part of a vibrant student community. The city of Manchester is one of the UK's most dynamic and exciting cities. Our Cheshire campus offers a friendly and relaxed atmosphere with the beautiful countryside on its doorstep.

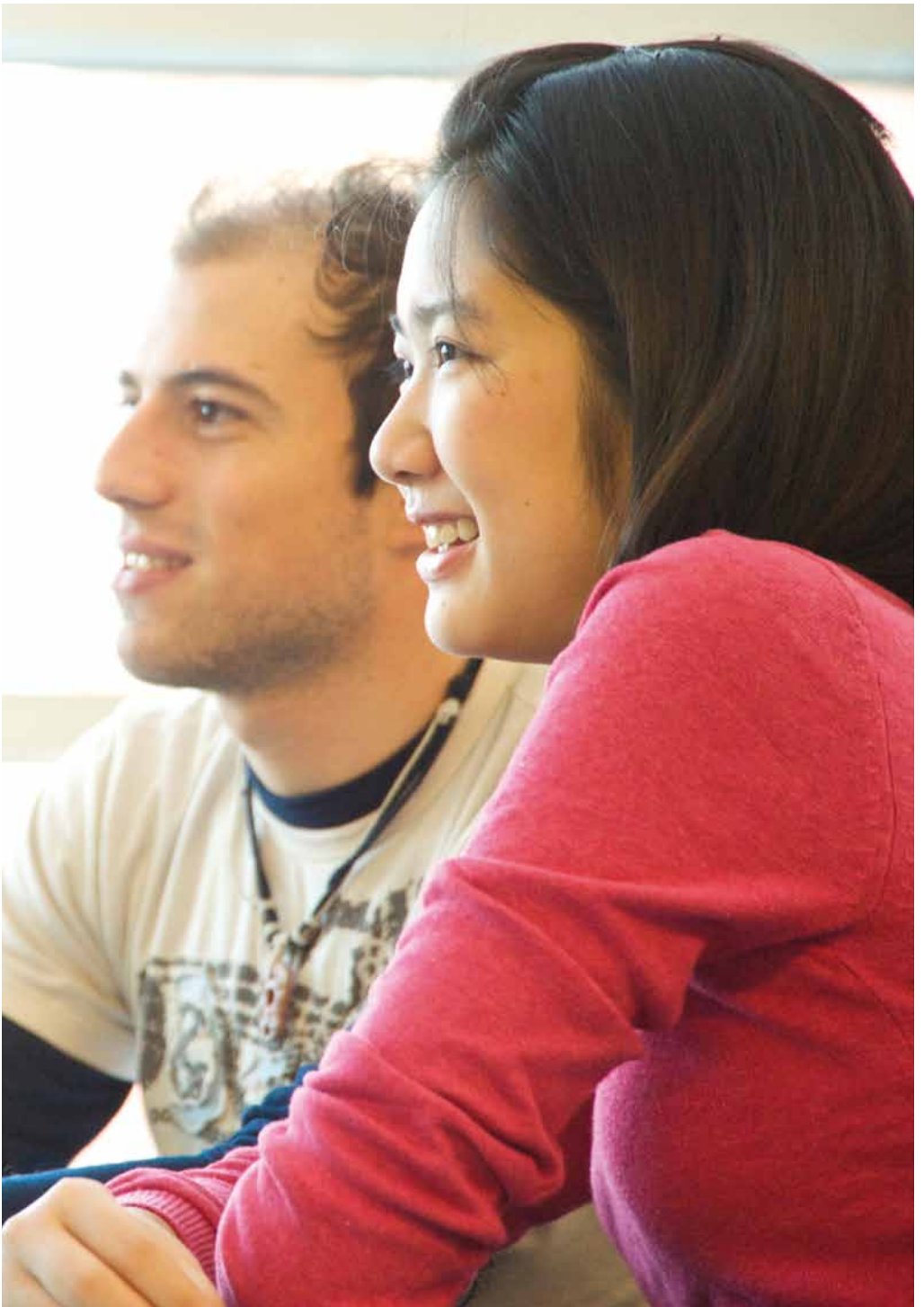
Please do not hesitate to contact MMU International if you need any further assistance or information. We look forward to welcoming you to the University, and sincerely hope that you enjoy your time with us.

With best wishes,

Professor John Brooks
Vice Chancellor

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Before You Leave: Checklist

To help you with pre-departure preparations, the following checklist will provide a few reminders of the key things you will need to do before you travel to MMU:

- Apply for your visa (if applicable)
- Book accommodation
- Make your travel arrangements
- Notify the MMU International Airport Welcome Scheme of arrival details
- Decide method of payment for tuition fees and accommodation
- Leave photocopies of important documents (e.g. exam certificates, travellers cheques, insurance policy and passport) details/copies with family/friends

Take in your hand luggage:

- Valid passport, with Visa/UK entry
- Offer letter from MMU
- Original documents to prove financial support for tuition fees and maintenance
- Recent bank statements, proof of scholarship, sponsor's letter
- Proof of home address/bank statements (for opening bank account in UK)
- Original offer letter from the University stating home address (for opening bank account in UK)
- Originals of important documents (e.g. exam certification/transcripts, Travellers Cheques, insurance policy, passport)
- List of contents of luggage (in case of insurance claim)
- Health certificate/check-up
- Vaccination certificates (e.g. Rubella)
- Any prescribed drugs/medicine, plus doctor's letter
- Contact lens/glasses prescription
- Details of your destination – address/telephone number
- Proof of purchase for IT equipment (for UK customs)
- British currency (approx. £300)
- Spare passport-sized photographs

Pack in your suitcase:

- Photocopies of important documents (e.g. exam certificates, travellers cheques, insurance policy, passport, bank statements etc). Leave details/copies with family/friends
- Some warm clothing and comfortable shoes to walk in
- Photos, posters, pictures of family and home
- Sharp objects (e.g. scissors, razorblades) in suitcase, not hand luggage

Key Dates for Your Diary

14 – 16 September:

Welcome and Orientation Programme for new incoming international students

Autumn Term:

19 September 2011 to 16 December 2011

Spring Term:

09 January 2012 to 23 March 2012

Summer Term:

16 April 2012 to 22 June 2012

How and When to Pay Your Tuition Fees

One of the biggest concerns of overseas students is how and when they have to pay their tuition fees. All international students (from outside of the EU) who pay their own fees must pay a deposit towards their tuition fees prior to arrival in the UK of between £3,000 and £5,000. Your tuition fee deposit will be confirmed in your offer letter. Your deposit can be paid online through our website: <https://www.ecommercegateway.co.uk/mmu/default.asp>.

Don't forget to print a copy of the email payment acknowledgement for your visa application.

Students who have met all the conditions of their offer and paid the full tuition fee deposit will receive a CAS (Confirmation

of Acceptance for Studies) number. With this CAS number, you can apply for your Tier 4 student visa. It can take several weeks for your student visa to be processed; you should therefore make arrangements for your student visa application well in advance of the course start date. For more information and advice please go to www.ukvisas.go.uk/en

After paying their initial deposit, students have the option of paying the remainder of their tuition fees before or at enrolment, or in instalments. If a student chooses to pay the remaining tuition fees by instalments MMU can offer three equal payments (payments are due in December, January and April).

For further information, visit: www.mmu.ac.uk/international/courses/how.php



Visa Information

All international students from outside the EEA/Switzerland who are coming to UK for the purpose of study need a visa from a University that has a sponsor licence (which MMU does). If you are planning to come to MMU for less than six months you can apply for a student visitor visa. If you plan to come for more than six months you will need to apply as a **Tier 4 General/Adult Student**. You must apply for your visa before travelling to the UK. If you are already in the UK you may consider applying for an extension here. Both processes can take some time, so be sure to start the process early. Please refer to the following Q&A published by the UK Borders Agency (UKBA): www.ukba.homeoffice.gov.uk/sitecontent/documents/studying/t4-qanda-students.pdf

Student Visitors

Short term students (such as those on a 3 – 6 month exchange programme) are able to come to the UK as **student visitors**. You can stay in the UK up to six-months; you must not intend to work; have adequate financial resources for maintenance; and accommodation and must be unconditionally accepted for a study programme. Student visitors are not be able to extend/change to normal student status at the end of the 6 months in the UK.

Tier 4 General/Adult Student

Long term students (including pre-sessional English students) can apply to come to or remain in the UK as a General/Adult student for the purpose of study under Tier



4 (General) of the points-based system. As the system implies, to qualify for a visa you have to score a total of 40 points. You can obtain 30 points for the Confirmation of Acceptance for Studies (CAS) and 10 points for showing that you can cover your course fees and living costs. The CAS is a unique reference number and is confirmation of an unconditional offer of a place on a course of study at a University. You may be issued with a CAS by more than one institution but when you use the CAS issued by MMU to apply for your visa, the UKBA will expect you to study at MMU only. MMU will send you a CAS certificate bearing your CAS number once you have accepted an unconditional offer and paid the deposit towards tuition. The CAS certificate will be sent by email including

your personal, course and financial details. You do not need an original paper copy. The CAS certificate will also include a list of documents that were used as '*evidence used to obtain offer*'. You must submit the originals of all these documents with your visa application. If you have any enquiries about your CAS number and issuing, please contact us on internationalapplication@mmu.ac.uk

Before applying for your visa, please consider using the points-based calculator to calculate how many points you may get under the points-based system: www.ukba.homeoffice.gov.uk/pointscalculator

For more information about processing times of visa in your home country please visit: www.ukvisas.gov.uk/en/howtoapply/processingtimes. Please note that a CAS is valid for 6 months only and you can use it 3 months before the start of your course.

ATAS Certificate

If you have to apply for an ATAS Certificate from the UK government, you must have this certificate and provide it together with your CAS number and visa application. Information about ATAS Certificates and the application procedure is available at www.fco.gov.uk/atas. Many students have experienced long delays in obtaining a certificate, thus please take this into consideration. You will need to present your ATAS certificate during pre-enrolment in Welcome Week.

Students Currently in the UK Wishing to Extend Leave to Remain

If you are already in the UK, please note we can only enrol students at MMU who have a student visa bearing our sponsor licence number (exceptions include those students who have a student visa dated before the 5th of October 2009 and have requested permission to switch institutions: www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/t4-pts.pdf, or individuals with Tier 1 visa, Tier 2 visa and dependent visa). Thus you will have to apply for a new visa to remain in the UK. If there is going to be a gap of more than one month between the end of your current visa and the start of your new course you will have to go back home and apply from there. If there is an overlap between the end of your current visa and the start of your new course, you may have to apply to extend your visa in the UK, please be sure to apply well in advance to ensure you will be able to enrol on time. For more information about processing times in your home country please visit: www.ukvisas.gov.uk/en/howtoapply/processingtimes

How to Apply for an Entry Visa to the UK

For more information about how you can apply for permission to come to or remain in the UK as a Tier 4 General/Adult student or a student visitor please go to the UKBA website (www.ukba.homeoffice.gov.uk/studyingintheuk).

The UK government website www.ukvisas.gov.uk is also very useful. Got to the section marked “Do I need a Visa?” and read through the information sheet for Tier 4. You can also check whether you are able to make an online application or submit a paper application form.

Students with Families

If your spouse and/or children are EEA/Swiss citizens then they do not require a visa for the UK. They should apply to the UKBA for confirmation of their immigration status after they arrive in the UK. If you and/or your family are not EEA or Swiss citizens then each family member needs to apply for a visa as a PBS Dependant. Please note that

if you are joining a pre-sessional course of less than six months you will no longer be able to bring your family with you. Further details are on the UKBA website (www.ukba.homeoffice.gov.uk/studyingintheuk) and your family can apply by submitting the VAF10 – PBS Dependant application form, which can be obtained online: www.ukvisas.gov.uk/en/howtoapply/vafs. Your family will be granted immigration permission for the same length of time as you have. Please obtain further advice from your local British Embassy / High Commission regarding the relevant forms and procedures if your family plan to come to the UK.



Accommodation

Coming to live in Manchester or at MMU Cheshire will be an enjoyable experience, and you will have the continued support of all the staff in the University's support services. In addition to the eight university-owned and leased halls in Manchester, MMU students have access to around 30 privately-owned halls and all full-time first year students will find student accommodation in either University or privately owned halls, as long as the application is received before 31 August. We also offer adapted rooms for students with mobility difficulties. MMU Cheshire students also have a great choice of residential accommodation, including flats and traditional halls. To view images and details of all the accommodation, visit the Accommodation website:

www.mmu.ac.uk/accommodation

How to Apply for Accommodation

As soon as you have firmly accepted an offer of a course at MMU, i.e. you hold an Unconditional Firm (UF) or Conditional Firm (CF) offer, you are eligible to apply for accommodation from April. Applications are made online on the accommodation website. You will need your MMU ID to log into the system. The Accommodation Office will correspond with you regarding your application by email, so please be sure to check your email account during this time.

Private Sector Accommodation

If you would like to seek your own private accommodation, please visit Manchester Student Homes (MSH) - the University's official source of private sector student accommodation. For further information, visit the MSH website: www.manchesterstudenthomes.com. Cheshire students should visit the MMU Cheshire Student Pad website: www.mmucheshirestudentpad.co.uk

Please note that regardless of whether you apply to MMU halls or private sector accommodation, you will be required to sign a contract / Terms of Occupancy, which ties you to your accommodation for a fixed period of time. You should not sign a contract unless you agree with the terms and conditions of the agreement. If in doubt, contact the Accommodation Office or Manchester Student Homes for advice.

Arrival Information

At the Airport

If you have been granted a Tier 4 visa you shouldn't have any problems going through immigration control at the airport. Please make sure that all your supporting documents are easily available in your hand luggage. The Immigration Officer will date stamp your passport after checking your passport and documents. During busy periods it can take a while to clear through immigration control.

Though highly unlikely, should you experience problems at immigration control, contact the Immigration and Welfare team (0161 247 1022, option 3) or UK Immigration Appeals Advisory Service on +44 (0)161 834 9942.

Make sure you collect your all your luggage after passport control before you exit the airport!

Airport Pick Up

Don't forget that MMU International offers a free airport welcome service to international, Study Abroad and Exchange students. Once you have booked your flights to Manchester, you must notify MMU International of your flight details and arrival times. This is done by completing a simple online form on our website: www.mmu.ac.uk/international/touk/airport.php.

Once we have your details and confirmed your collection, when you arrive into Manchester there will be a friendly face to greet you at the airport and you will be taken to your accommodation.

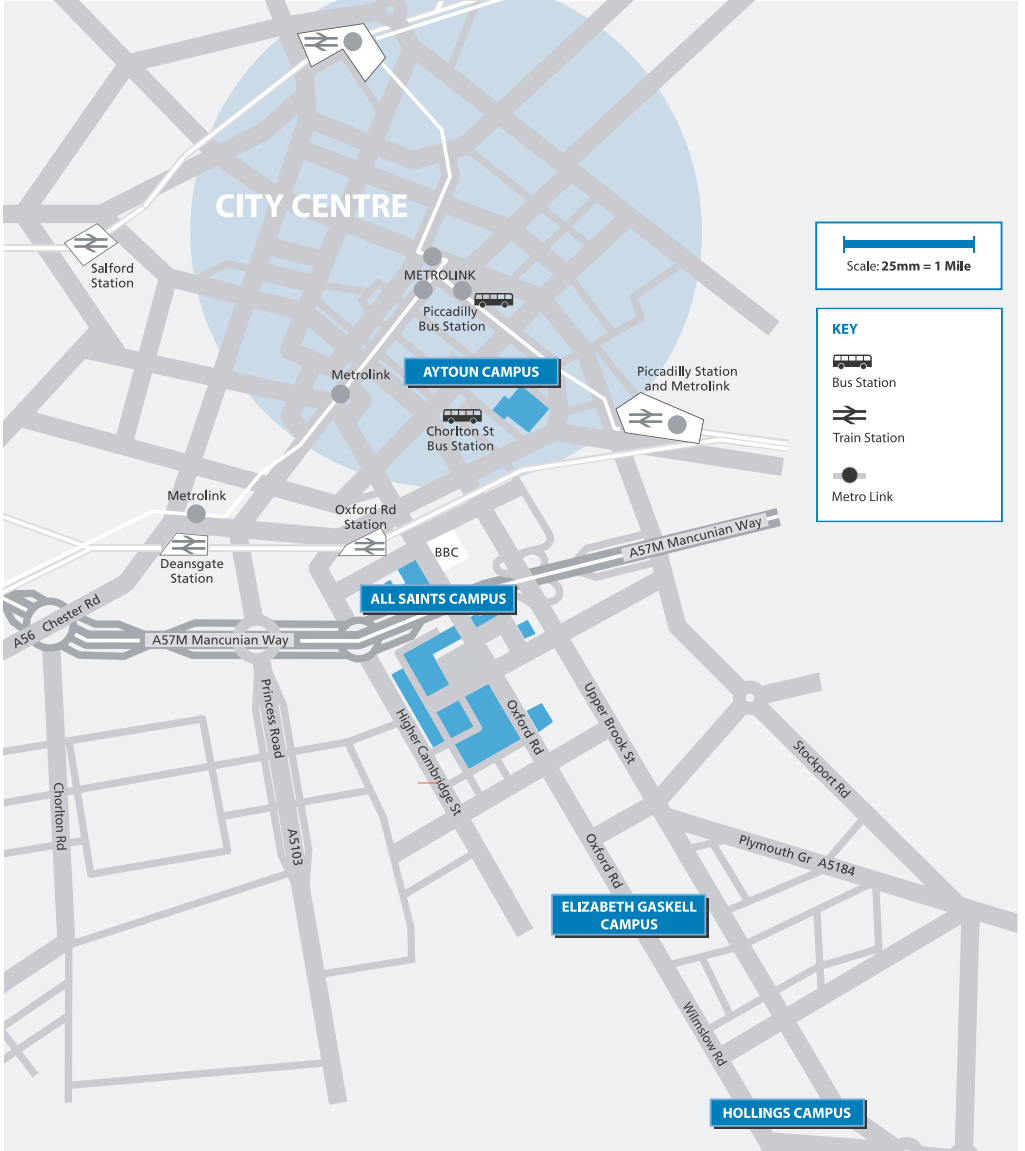
Finding your own way

If you decide to make your own way to your accommodation, you can be assured that it is easy to reach the University by yourself. Being a main hub in the north of England, Manchester and Cheshire benefit from excellent transport links. Manchester and Cheshire are conveniently located near to Manchester Airport. It is only around 10 miles (16 km) from the airport to the All Saints campus in central Manchester, and the journey takes around 20 minutes by road. From the airport to our Crewe campus, the journey is 28 miles (45 km) and takes around 40 minutes by road. It is also possible to catch the train from the airport to Manchester city centre or to Crewe. For further travel information, visit the travel page on the MMU website: www.mmu.ac.uk/travel

Taxis (black cabs) cost around £25.00 to Manchester centre and £35.00 to Crewe centre; if you have not arranged an airport welcome you will need to pay this yourself, so do have the cash on you in £ sterling.



Campus Map: Manchester



Campus Map: Cheshire



- | | | | |
|-----------|---------------------------|-----------|-------------------------------------|
| 1 | Accommodation and Welfare | 20 | Security Lodge |
| 2 | Barlow Hall | 21 | Seeley Building |
| 3 | Booth Hall | 22 | Students Union |
| 4 | Brock | 23 | Wilson Building |
| 5 | Campus Shop | 24 | Studios |
| 6 | College House | 25 | Valentine Building |
| 7 | Student Zone | 26 | Exercise and Sport Science Building |
| 8 | Couzens Building | 27 | Cheshire Contemporary Arts |
| 9 | Crewe Lecture Theatre | | |
| 10 | Davenport Hall | | |
| 11 | Delaney | | |
| 12 | Frances Wood | | |
| 13 | Gym | | |
| 14 | Halfway House | | |
| 15 | Harley Hall | | |
| 16 | Laurence Building | | |
| 17 | Library | | |
| 18 | Maths Centre | | |
| 19 | Reception | | |

Your First Week

Welcome and Orientation Programme – 14 to 16 September

Once you have arrived into Manchester or Cheshire and moved into your accommodation, the next step is your first trip onto the University campus for the Welcome and Orientation Programme. This is an informational and social event for all new international students, and as it is such an important event, your attendance is essential. Therefore, please book your flight tickets for arrival to Manchester on or before the 14th of September 2011.

N.B: Please ensure that your accommodation contract allows you to move into from your chosen arrival date. If you intend to

arrive earlier than the date permitted in your contract, then you may have to seek temporary accommodation for this extra period.

During the Welcome and Orientation programme you will have a series of trips, presentations and events to help you settle in. It is a great way of familiarising yourself with the University and your new home, and to make new friends from your own country and around the world.

For further details of the Welcome and Orientation Programme and to see the programme, please visit the MMU International arrival pages: www.mmu.ac.uk/international/touk/arrive.php



Pre-enrolment for International Students

Pre-enrolment sessions for international students will be held during Welcome Week. EU students do not need to attend pre-enrolment sessions. The purpose of the pre-enrolment session is to collect some essential visa information from you which will enable you to enrol online. You will need to bring your passport and biometric ID document, along with your offer letter from the University. We will also provide you with some important information that you will need before starting your course.

Enrolment

Once you have successfully completed pre-enrolment, you will be eligible to enrol for your course. To make this process quick and easy, enrolment is normally completed online. Details of how to enrol will be given to you when you arrive, and you can enrol using the University's computers.

Induction Week

Once you have successfully completed online enrolment, you will then join your faculty during Induction Week. In the first week of term, students are normally given a series of informational talks and your timetable. You are now officially a student at MMU and the academic life begins!

Arrival information: Essential Things to Do

Once you have settled into your accommodation and registered with the University, there are some other important essential things that you will need to do. These include registering with the police, opening a bank account and registering with a doctor and dentist. If you need further help or guidance about this we will be able to provide further information at the Welcome and Orientation Programme.

Police Registration

If you need to register with the police you should do so within seven days of arriving. Your visa or passport stamp should tell you if registration is necessary. Generally you won't need to if you're a Commonwealth or EU citizen.

When registering remember to take the following: your passport, your biometric ID document, two passport photographs, an acceptance letter from the University and money for the registration fee (currently £34 per person).

Students in Manchester should register at:

International Visitors Registration Office
Greater Manchester Police
Bootle Street,
Manchester
M2 5GU
Tel: +44 (0)161 856 3320

Students at MMU Cheshire should register at:

Crewe Police Station
Divisional Headquarters
Civic Centre,
Crewe
Cheshire
CW1 2DQ
Tel: +44 (0) 1244 350000

We also have police registration sessions as part of the MMU Welcome Programme.

Opening a UK Bank Account

Transferring overseas bank accounts to the UK can cause problems, so we recommend you open a new UK bank account, ideally before you arrive. You can do this over the Internet with the main banks, including Barclays, HSBC, Halifax, Lloyds, Natwest, RBS. This will give you a basic, preliminary account – which will shorten the time it takes to open a full account once you're here. When you open your account the bank will ask you to produce:

- Original letter of acceptance from the University; this should be addressed to your permanent home
- Your passport
- Proof of your address in the UK (for instance, a letter offering you a place in a hall of residence)
- A letter from your sponsor (your family or funding body) to confirm you have funding.

- A letter of introduction from your own bank with a recent bank statement (if possible).

There are plenty of banks close to campus. In general, banks are open Monday to Friday. Most have a student advisor to help you.

There is a useful guide for international students opening a UK bank account available on the UK Council for International Student Affairs (UKCISA) website: www.ukcisa.org.uk/student/bank_account.php

Registering with a Doctor

International students following a course lasting 6 months or more, and all students from EU countries, are eligible to obtain free health care from the National Health Service (NHS) from the beginning of the course, as are their spouse and children - but not visiting relatives. You need to take a letter of enrolment from the University to register with a doctor (often referred to as a 'GP' – short for General Practitioner). Please make arrangements to register with a doctor as soon as you arrive. It is helpful if you bring your vaccination history with you. If you are on a course of less than 6 months you should take out health care insurance, unless you are from an EU country or a country with a reciprocal health arrangement for free health care. Visit www.mmu.ac.uk/international/living/healthcare.php for more information.

Settling In



There are many services available for international students designed to help you to settle into your new environment and to make the most of University life. Here are some examples of some of the departments within the University, as well as external organisations, that you may find useful. English Language Services for International Students (EL SIS)

EL SIS provides free English classes and one-to-one tutorials for international students at MMU in every faculty during the Autumn and Spring terms, and one-to-one individual writing consultations during the third term and summer. We focus on the skills needed for good quality academic writing, listening, reading, and speaking, as well as grammar instruction. For details of classes and

timetables, visit the EL SIS webpage: www.hlss.mmu.ac.uk/languages/english/english-language-services-international-students

Immigration and Welfare Unit

Student Welfare is important at MMU. The Immigration and Welfare Unit within MMU International can provide confidential advice and help with many aspects of living or studying here. They also support students through the UK immigration processes during their time at MMU. You can 'Drop In' in All Saints campus for Manchester-based students, and at the Cheshire SIP in the Laurence Building for students at Crewe.

International Society

International Students at MMU are welcome to join in the activities offered by the International Society, based on Oxford Road. The International Society is an independent, not-for-profit organisation for students in Manchester. The International Society currently has over 3000 members representing over 100 different nationalities. They arrange activities such as: visits of cultural and historical interest around the UK, social events throughout the year, including quiz nights, live music events, barbecues and a full programme of events during the holidays. For further details, visit the International Society website: www.orgs.man.ac.uk/intsoc; MMU will pay for your membership.

Places of Worship

Whatever your faith, Chaplains are here to serve all members of the University. You can meet them to talk about any matter and they can be contacted outside university hours. The Chaplains offer spiritual help, friendship and support, confidential advice, prayer and study and information on places of worship for all faiths. For further details, including places of worship near campus, visit: www.mmu.ac.uk/sas/studentervices/faith.php

Security and Personal Safety

The UK is a fairly safe country, but it's still important to keep safety and security in mind - especially so when you're new to the area.

For example:

- Do not walk alone late at night. If you are coming back from the city centre late at night, try to travel with a group and preferably by taxi. Keep some taxi numbers with you that you can call.
- Visit cash machines in daylight and conceal your PIN when using the machine. Never give out your PIN to anyone.
- Keep an eye on your belongings and don't leave valuables on display.
- Lock windows and doors when you go out.

The number you need to dial in case of emergency is 999. For general information or advice, you can contact the University's police liaison officer on 0161 275 7042. For other non-emergencies, you can contact Manchester Police on 0161 872 5050 and Cheshire police on 0845 458 0000.

Student Life

So you're now settling into your new home, your new environment and making new friends. The next step is to adjust to the academic environment, which may be very different to your previous educational experience. The following section aims to highlight the key aspects of academic life at MMU.

The University System

As a student of MMU, there will be certain expectations of you while you are with us. These are outlined in the Student Handbook, which you can access online: www.mmu.ac.uk/studenthandbook. This website provides lots of important information, including student regulations and procedures, and faculty specific essential information. It is important that you read this and refer to it throughout the year.

Lectures and Tutorials

As a student at MMU, you are expected to attend all of your classes. Classes are structured in the form of lectures and tutorials. Lectures are usually 50 minutes in length, where a lecturer will typically provide a talk / presentation in a large class. You will be expected to take notes and then conduct further reading around the subject in your own time to consolidate your learning. Tutorials are normally conducted in small groups of students and provide an opportunity for interactive work and discussion around a subject, and sometimes may include activities such as group work and presentations.

If you need any help with any aspect of your studies, there are lots of people who can offer assistance. Never struggle in silence; always let someone at the University know if you need help!

Academic Tutor: You can always make an appointment to see your tutor if you want to discuss any aspect of your course. Usually tutors have specified office hours where you can knock on their door and see them, or outside of these hours you can make an appointment in advance (such as by email).

Personal Tutors: Every student is allocated a personal tutor, whom you can speak to in confidence about any aspect of student life. Personal Tutors are available to meet with their personal tutees during their formal office hours (these are displayed outside staff offices) and/or by prior arrangement.

Student Support Officers: A Student Support Officer is based in each Faculty and is available throughout the year to provide advice and guidance on any aspect of University life, including: essay writing, managing your time, presentation skills, exam tips and getting the best from your course.

For details of your Faculty Student Support Officer and where you can see them, visit the MMU website: www.mmu.ac.uk/sas/student-services/student-support-officers.php

Money Matters

A key concern for most students is balancing and juggling personal finances. Before coming to University, you should consider your finances carefully, and ensure that you will have sufficient funds to pay your tuition fees, accommodation, food and groceries, clothing, socialising and so on. You will need to allow between £6,000 - £7,800 per year for living costs. A really useful tool that you can use to work out how much you're likely to need for University is the UNIAID International Student Calculator. This interactive tool can be accessed online: www.studentcalculator.org.uk/international

Shopping

Fortunately, the cost of living in Manchester and Cheshire is lower than some other parts of the UK, particularly compared to London. There are lots of shops catering for the more budget conscious, and many retailers offer student discounts (often ten percent) on production of a student card. Most supermarkets such as ASDA, Tesco and Sainsburys usually stock a budget range of products, which can help to cut down the cost of a weekly food shop. Also, there are many clothing and household stores which sell reasonably priced goods such as Primark, Argos, Aldi, Lidl, Pound Stretcher and TK Maxx.

Cost Guide

The following table has been given to provide an indication of the cost of groceries from a supermarket.

Loaf of bread	£1.20
Pack of cheese (250g)	£1.65
1 pint (568 ml) of milk	£0.45
1 box of eggs (6 eggs)	£1.00
Pack of chicken fillets (610g)	£4.00
Bag of rice (2kg)	£2.38
Bag of pasta (500g)	£1.03
Pack of onions (3 pcs)	£1.00
Bag of small apples (8 pcs)	£1.75
Pack of tomatoes (8 pcs)	£0.88
1 litre of orange juice	£0.90
1 jar of instant coffee (100g)	£2.00
Bottle of shampoo (400ml)	£3.40
Box of laundry powder (10 washes)	£2.76
Bottle of shower gel (250ml)	£2.50

Working Here

If you are on a course lasting 6 months+ at Degree level or above you should be able to work for up to 20 hours per week during term time; and full-time during vacations. There is a national minimum wage; visit the Revenue & Customs website for the current levels:

www.hmrc.gov.uk/nmw

National Insurance, like Income Tax, is paid directly out of your wages. You will need to apply for a National Insurance (NI) number. You are eligible to apply for a NI number if you have a valid passport and current visa that gives you permission to work. Telephone 08456 000 643 and explain that you are an international student and that you need to apply for a National Insurance (NI) number. You will be sent a simple application form by post. You need to fill in this form and send it with a copy of your visa and the personal pages of your passport to the address on the form. For further information on working during your studies, please visit the UKCISA website: www.ukcisa.org.uk/student/working_during.php

A useful resource to help you in your job search is our Careers and Employability Service. Check the following webpage with some useful links, including a searchable database of the latest vacancies: www.mmu.ac.uk/careers/students-and-graduate

Working in the UK After Graduation

If you are a non-EEA national you must have permission to remain here in accordance with the UK's point-based immigration system.

There's no such thing as a typical UK graduate job. Graduates from all disciplines can enter a range of jobs with a variety of organisations and sectors. Many larger companies offer graduate training or graduate recruitment schemes. These vary, but usually they provide 1-2 years of structured training and development with a good salary. They are very popular and competition is fierce. The best place to start looking for vacancies is on our careers website and on the national graduate careers website, Prospects (www.prospects.ac.uk). You'll also find useful general advice for international graduates including how to sell yourself and look for work if you are returning to your home country.

Use the Careers & Employability Service to help with the job application process. We can help with completing an application form and writing a UK-style CV, how to prepare for interviews and the tests you may be set as part of the recruitment procedure. They are based on the ground floor of All Saints Building, and can be contacted by telephone on 0161 247 348 or by email: careers@mmu.ac.uk



Once you have graduated from MMU, we strongly encourage you to remain part of the University network through our Alumni Association. Membership is free and members receive a membership card, 'Success' magazine twice a year, details of a wide range of membership benefits, including discount offers and special promotions, invitations to exclusive networking events, as well as the opportunity to stay connected with students, staff and other alumni by volunteering to get involved by offering professional expertise, advice and placement opportunities for students. Once you have graduated from MMU, you can register online: www.mmu.ac.uk/alumni

Who and Where are MMU alumni?

- Over 10,000 students graduate from MMU every year
- MMU has students from over 100 different countries, making the alumni community a truly global network
- According to the most recent DLHE survey, 73% of working MMU alumni are employed within the North West
- Over 90% of MMU graduates go straight into work or further study after graduation

Useful Weblinks

Visas and Immigration

UK Border Agency

[www.ukba.homeoffice.gov.uk/
studyingintheuk](http://www.ukba.homeoffice.gov.uk/studyingintheuk)

British Council

www.britishcouncil.org

UK Council for International Student Affairs
(UKCISA)

www.ukcisa.org.uk

UK Embassies / High Commissions around
the world

www.fco.gov.uk

Legal Advice

www.legalservices.gov.uk

Healthcare

NHS Direct

www.nhsdirect.nhs.uk

Travel

Manchester Airport

www.manchesterairport.co.uk

Visit Manchester

www.visitmanchester.com

Visit Cheshire

www.visitcheshire.com

Public Transport Information
for Greater Manchester

www.gmpte.com

Train Travel

www.nationalrail.co.uk

Coach Travel

www.nationalexpress.com
www.megabus.com

Sport Facilities in Manchester

www.manchestersportandleisure.org

Explanation of Frequently Used Terms

Tier 4 - Tier 4 is part of the UK points-based system for immigration. The Tier 4 (General) category is for adult students who want to come to or remain in the UK for post-16 education. For further information, visit the UKBA website: www.ukba.homeoffice.gov.uk/studyingintheuk/adult-students

Induction Week - The academic term usually begins late in September or early October with an induction week for first-year students. During induction week, students meet lecturers, receive handouts and find out essential information about university support and services.

Pre-enrolment for international students - Pre-enrolment sessions for international students will be held prior to the start of the academic year. EU students do not need to attend. The purpose of the pre-enrolment session is to collect some essential visa information from you which will enable you to enrol online. We will also provide you with some important information that you will need before starting your course.

Enrolment - the process where students become registered students of the University

Programme Office - Subject areas are broken down into programme offices and students 'belong' to whatever programme office teaches their course.

SIP (Student Information Point) - SIPs provide a range of advice and information to students. SIPs are located in the All Saints, Aytoun, John Dalton, Geoffrey Manton and the Laurence buildings.

You can download a University 'jargon buster' from our website which explains some of the words associated with university by providing key explanations www.mmu.ac.uk/tips/downloads/JargonBuster.pdf

For further information, please see our Frequently Asked Questions page online: www.mmu.ac.uk/international/faq

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