

## **Partner Information for academic year 2022/23**

Please find below a fact sheet with essential information and links to relevant information on our University of Nottingham webpages. It is important all relevant information is shared with students you are wishing to nominate for a study period at the University of Nottingham.

[Nomination Deadlines](#)

[Notes on exceptional requirements and module selections](#)

[English proficiency and academic requirements](#)

[Course information](#)

[Information for students](#)

[Visa information](#)

[Application process](#)

[Important dates](#)

[Meet the team](#)

### Nomination Deadlines

To nominate your students for the autumn or spring semester and full year, please complete the [online form](#) (attached to the 'Partner Information' email) with your nominations. Your students will be required to apply as a visiting student to Nottingham using the application guidance PDF (attached to the 'Partner Information' email).

Nomination and application deadlines	
Study Period	Nomination and application deadline
Autumn semester (September to January) Full academic year (September to June)	Saturday 14 May 2022
Spring semester (January to June)	Saturday 15 October 2022

The following schools and departments have one application deadline in May for either autumn or spring semester:

- School of English
- School of Physics

### Notes on exceptional requirements and module selections

Please ensure students are aware of the below requirements prior to application, this information is also available on our [webpages](#) along with the [module catalogue](#).

School or Department	Exceptional requirements and/or module information
The Department of Chemical and Environmental Engineering	Is only open to their own partner institutions as capacity is limited.

<b>The Faculty of Medicine and Health Sciences</b>	Do not accept visiting students except for the School of Life Sciences, but certain criteria may need to be met.
<b>The Department of Architecture and Built Environment</b>	Require a portfolio to be submitted in addition to the application with the following exception: <i>We do not require to see a portfolio for <b>Erasmus</b> applicants as we always assume that because we have an <b>Erasmus</b> agreement in place that the quality of the course has been checked and is considered to be of an equal standard as the University of Nottingham. If like Nottingham, there is a competitive process then this should ensure that the student is of a sufficient standard.</i>
<b>Environmental Sciences</b>	Is located at University Park
<b>School of Chemistry</b>	Are happy to consider students into Y1 or Y2 for the full year, or for one semester, or the whole year in Y3 or Y4. In all cases, please liaise with Dr. Anabel Lanterna ( <a href="mailto:anabel.lanterna@nottingham.ac.uk">anabel.lanterna@nottingham.ac.uk</a> ) for further guidance.
<b>Politics and International relations</b>	Modules will only be available to students being hosted by this School.
<b>School of Economics</b>	Students wishing to take <b>School of Economic</b> modules and who are <b>not</b> hosted under <b>School of Economics at UoN</b> , will have a limited number of modules available to them. Please do check our Module catalogue carefully for availability.
<b>Department of Electrical and Electronic Engineering</b>	Are happy to consider students for our Level 1 and 2 modules (Years 1 and 2) for the full year exchange only, single semester exchange students will only be able to enrol on the more advanced Level 3 or 4 modules. In all cases, please contact Dr. Ed Morris ( <a href="mailto:david.morris@nottingham.ac.uk">david.morris@nottingham.ac.uk</a> ) to ensure that your module choices can be accommodated.

## English proficiency and academic requirements

### English language requirements:

Where English is not the official/majority language students must submit evidence of English language proficiency. If supporting documents are not received, this will result in delays in providing offers. All conditions on offers must be met before students can register. Our minimum entry requirements are shown in the following web page: [English language requirements](#)  
*The University of Nottingham does not accept institutional certificates as evidence of English proficiency. If provided, they will not be considered and will delay the processing of an application where an approved certificate is not received.*

### **Academic requirements:**

All applicants must be current students at an overseas university or college of higher education and must have completed at least one year of study at their home university, prior to their study abroad period.

The minimum academic requirement is a current overall average equivalent to a 2:2 in the UK.

Country specific guidance can be found [here](#), please note that grade equivalencies will be found under Masters-entry requirements.

## Course information

While at Nottingham, students must study the following:

- 30 credits per semester from their host school (where a valid agreement must be in place)
- minimum 50 credits and maximum of 70 credits overall per semester
- minimum 100 and maximum 120 credits for a full year
- a normal credit load would be 60 per semester

30 credits must be accounted for from the host school, per semester, students are then able to study the additional required credits from any other school if: they meet any pre-requisites, there is capacity, the courses are not year-long if studying for a semester and there are no timetable clashes.

## Information for students

**All students are required to make an application through our [Nottingham Hub](#). Without this, an offer will not be issued.**

- Please send your students the application guidance document (PDF) attached to the 'Partner Information' email for guidance on making an application and uploading supporting documents.
- Applications must be made by **no later** than the dates outlined in [nomination deadlines](#)
- When submitting an application where English is not the official/majority language, students must submit evidence of [English language proficiency](#).
- Students must ensure transcripts are provided and uploaded with their application.
- University of Nottingham ERASMUS code for ERASMUS funded students: **UK NOTTING 01**

Any supporting documents not received will result in delays in providing offers.

## Visa information

All students should refer to the visa advice given on our webpages:

[www.nottingham.ac.uk/go/visaapplication](http://www.nottingham.ac.uk/go/visaapplication).

Students from the EU, EEA and Switzerland will now need to enter the UK in accordance with the immigration rules, which will differ depending on the length of study being undertaken.

Nationals from Australia, Canada, Japan, New Zealand, Singapore, South Korea and the United States of America as well as those from the EU, EEA and Switzerland can use eGates (electronic passport

gates). However, students who do use eGates need to prepare to show evidence of their entry to the UK (e.g., flight ticket, boarding card or similar) at the point of university registration, in order that the University can satisfy the relevant government immigration checks.

## Application process

Please note that incomplete applications cannot be processed and may result in students not receiving an offer at the University of Nottingham.

- The Admissions Office will receive the student's online application form and review complete applications with supporting documents.
- Students will receive their offers and communications through their [Nottingham Hub](#) portal. **Students are asked to check their [Nottingham Hub](#) portal regularly for updates.**
- **Students must have met [all conditions](#) of the offer before being able to proceed with their visit.**
- **Students must accept/decline their formal offer from the University of Nottingham.**
- Any visa documentation will either be communicated through their offer letter or [Nottingham Hub](#) portal. **Students are asked to check their [Nottingham Hub](#) portal regularly for updates.**
- Students must accept their offer in the [Nottingham Hub](#) portal in order to apply for [accommodation](#).
- All students will receive a **fee questionnaire** which must be completed, even if they are part of an arrangement where they would not be expecting to pay fees.
- Students who hold an **accepted, unconditional offer** only, will be contacted by the university with pre-arrival information and module choices prior to their start date.

## Important dates

- Students can apply from now.
- All applications and nominations must be made by [relevant deadlines outlined here](#).
- University of Nottingham key dates can be found [here](#)

## Meet the team

If you have any queries, please do not hesitate to contact us:

**Clare Hollingworth**

*Global Engagement Assistant*

Study Abroad Team

Registry and Academic affairs

University of Nottingham

Email: [visiting-students@nottingham.ac.uk](mailto:visiting-students@nottingham.ac.uk)

[Visit our website](#)