



STUDY ABROAD AND EXCHANGE PROGRAMME INFORMATION AND APPLICATION 2007/2008

ELIGIBILITY

The Study Abroad and Exchange Programme is designed to allow undergraduate students to study at The University of Nottingham for one or two semesters as part of their university education. They then return to their home university to complete their degree. Students must have completed at least one year of study at their home university in order to participate in the programme.

Students who wish to attend The University of Nottingham as part of the International Exchange Programme must be studying at a university that has a current bilateral agreement with Nottingham. All applications must be submitted via the home institution and be accompanied by an official letter of nomination.

Students who are applying for the Study Abroad Programme can do so directly to the University of Nottingham or through a Study Abroad Programme provider. Students studying at one of the University of Nottingham's Study Abroad partner universities should submit their application through their home institution in order to benefit from any special scholarship arrangements that may be in place.

APPLICATION PROCESS

To apply to The University of Nottingham you must complete the following application form. This form and all the required supporting documents must be sent to us by the stated deadline. The application form must be completed by all applicants as follows:

1. Personal Details

Please note that the address you indicate will be used to send you information before you arrive in Nottingham. Please inform us if there are any changes to your address.

2. Study Details

Please note that the normal Autumn Semester at Nottingham finishes at the end of January. We expect all students to be able to stay in Nottingham until the end of the exam period. Only certain subject areas allow students to finish the semester in mid-December. **PLEASE NOTE that only students who have made arrangements with the University at the time of application can be considered for alternative arrangements regarding the exam period. It is not possible to sit exams early.**

3. Module Preferences

Please specify which modules you would like to study whilst you are at The University of Nottingham. You should refer to our online module catalogue at <http://winster.nottingham.ac.uk/modulecatalogue/> (Please also see below information entitled 'Selecting Modules'.)

4. English Language Requirements

Those students who do not study in an English-speaking country or at a university that teaches in English must submit evidence of English Language proficiency. Please indicate your score in the form of IELTS or TOEFL and the date it was received.

5. Pre-session English language courses

Students who do not meet the minimum English language requirements in Section 4 of the application form are able to attend a pre-session English language course at our Centre for English Language Education (CELE). Course lengths and start dates are set by CELE; the table below is for guidance only. The University of Nottingham reserves the right to determine the minimum length of pre-session course you will need in order to meet our English language requirements.

6. Application Checklist

This checklist indicates the additional documents you will need to accompany your application. These include an academic transcript, a letter of academic reference (which is a letter of recommendation from someone who knows you in an academic capacity) and a copy of your English language test result if applicable. You must also include a personal statement of about one page (250 words) explaining why you wish to study abroad at The University of Nottingham, which must be accompanied by a passport-sized photograph, with your name and home university on the back.

DEADLINES

Applications are processed on a rolling basis, which means that the earlier the application is made the sooner it is processed. We would recommend that students apply as early as possible. The deadline for an academic programme starting in September 2007 is **May 31st 2007**. For an academic programme starting in January 2008, the deadline is **November 30th 2007**.

PLEASE NOTE that due to limited module availability, all applications for students wishing to study modules from the School of English Studies and the School of Business should be made by the May 31st 2007 deadline for both September 2007 and January 2008 starts.

OFFER LETTERS/WELCOME INFORMATION

Applications are processed as soon as we receive them; however it may take longer to send out offer letters at certain times of the year. Successful applicants will be sent an offer letter and will subsequently be contacted with useful information about Nottingham, including how to apply for accommodation, the Welcome Programme and the coach pick-up service. Please note that the acceptance form included with the offer letter must be returned within one month of receipt.

ACADEMIC CALENDER

Autumn Semester	24 September 2007 to 25 January 2008
Spring Semester	28 January 2008 to 13 June 2008
Full Year	24 September 2007 to 13 June 2008
Autumn Term*	24 September 2007 to 14 December 2007*

**Only available for certain academic subjects. Please check with your Study Abroad/Exchange Co-ordinator.*

PRE-SESSIONAL ENGLISH LANGUAGE COURSE

Pre-sessional English language courses are offered by the University's Centre for English Language Education (CELE). Please consult the table below to establish the required length of pre-sessional course required in order to meet The University of Nottingham's English language entry requirements.

YOUR CURRENT ENGLISH LANGUAGE SCORE		CELE COURSE	
IELTS	TOEFL +TWE paper version=P computer version=C internet based=I	CELE COURSE OPTION FOR STUDY ABROAD AND EXCHANGE STUDENTS	REQUIRED CELE COURSE DATES
Courses for students wishing to take modules from Schools in the Faculties of Arts, Law and Social Sciences (including the Schools of Mathematics, Psychology and Pharmacy)			
6.0 (6.0 in Writing, no less than 5.0 in other elements)	P: 550/TWE 4.5 C: 213/TWE 4.5 I: 79 (no less than 19 in any element)	OPTION 1	Aug 15 th - Sept 21 st 2007
6.0 (no less than 5.0 in any element)	P: 543/TWE 4.0 C: 207/TWE 4.0 I: 76 (no less than 17 in any element)	OPTION 2	July 11 th - Sept 21 st 2007
5.0 (no less than 5.0 in any element)	P: 527/TWE 4.0 C: 197/TWE 4.0 I: 71 (no less than 17 in any element)	OPTION 3	May 30 th - Sept 21 st 2007
5.0 (no less than 4.0 in any element)	P: 527/TWE 3.5 C: 197/TWE 3.5 I: 71 (no less than 16 in any element)	OPTION 4	Apr 23 rd - Sept 21 st 2007
Courses for students wishing to take modules from Schools in the Faculties of Science and Engineering (excluding the Schools of Mathematics, Psychology and Pharmacy)			
5.5 (no less than 5.5 in any element)	P: 527/TWE 4.0 C: 197/TWE 4.0 I: 71 (no less than 17 in any element)	OPTION 5	Aug 15 th - Sept 21 st 2007
5.0 (no less than 5.0 in any element)	P: 527/TWE 3.5 C: 197/TWE 3.5 I: 71 (no less than 16 in any element)	OPTION 6	July 11 th - Sept 21 st 2007
4.5 (5.0 in Writing, no less than 4.0 in other elements)	P: 493/TWE 4.0 C: 167/TWE 4.0 I: 60 (no less than 14 in any element)	OPTION 7	May 30 th - Sept 21 st 2007
4.5 (no less than 4.0 in any element)	P: 477/TWE 3.5 C: 153/TWE 3.5 I: 56 (no less than 13 in any element)	OPTION 8	Apr 23 rd - Sept 21 st 2007

Course lengths and start dates are set by CELE; the above table is for guidance only. Please note that if your offer letter states that you are eligible to take modules from the Faculties of Science and Engineering only, you will under no circumstances be permitted to take modules in the Faculties of Arts, Law and Social Sciences. **Please note that you must apply for all pre-sessional courses on the Study Abroad & Exchange Programme application form, not directly to CELE.**

PRE-SESSIONAL ENGLISH LANGUAGE COURSE TUITION FEES

OPTION 1 / OPTION 5	+ autumn academic semester + full academic year	£4,785 £8,435
OPTION 2 / OPTION 6	+ autumn academic semester + full academic year	£6,145 £9,795
OPTION 3 / OPTION 7	+ autumn academic semester + full academic year	£7,333 £10,983
OPTION 4 / OPTION 8	+ autumn academic semester + full academic year	£8,517 £12,167

STUDY ABROAD PROGRAMME TUITION FEES

Academic Year	£7,300
One Semester	£3,650
Autumn Term	£3,000

Incoming Exchange students are exempt from paying any tuition fees to The University of Nottingham.

LIVING COSTS

In addition to the above tuition fees, the University of Nottingham estimates that for 2007/2008 a figure of £750 per month will be required for a single student on the Study Abroad and International Exchange Programme. This figure includes accommodation, subsistence, clothing, books, some entertainment and internal travel. It does not include the international airfare.

Please note that the activities included in the tuition fee or in the exchange agreement with your university may differ from those at your home university. Please ensure that you are aware of any additional expenses you may incur, including participation in sports.

ACCOMMODATION

University accommodation is guaranteed to all Study Abroad and Exchange students who apply by the accommodation deadline, which is specified in the offer letter. The type of accommodation available ranges from traditional catered halls of residence on campus to self-catered accommodation in flats close to the University. The price of accommodation varies depending on the type of room. Unfortunately the room type requested cannot be guaranteed.

Further information on accommodation can be found at: www.nottingham.ac.uk/nh/students/accomm/exchange/

SELECTING MODULES

- The Module Catalogue is available online at: <http://winster.nottingham.ac.uk/modulecatalogue/>
- Undergraduate modules are graded at levels 1,2,3 or A,B,C.

Level 1 modules are designed for first-year students

Level A modules are designed for first and second-year students

Level 2 modules are designed for second-year students

Level B modules are designed for second and third-year students

Level 3 modules are designed for third/final-year students

Level C modules are designed for third/final-year students

Level 4, 5 and D modules are designed for postgraduate students

- Modules marked 'Available to Study Abroad/JYA/Erasmus' are particularly suitable to Study Abroad and Exchange students.
- Final year modules are not always available to Study Abroad and Exchange students, and postgraduate modules are usually unavailable.

STUDY ABROAD & EXCHANGE PROGRAMME APPLICATION FORM 2007/2008



The University of
Nottingham

1. PERSONAL DETAILS

Mr/Mrs/Miss/Ms (please circle)

Family / Last Name:

Given / First Name:.....

Date of Birth: (dd/mm/yy)/...../..... Nationality:.....

Permanent Home Address (All Correspondence will be sent to this address):

.....
.....
.....

Tel No (with International Code)

Email Address (ESSENTIAL INFORMATION WILL BE SENT TO THIS EMAIL ADDRESS.
PLEASE USE BLOCK CAPITALS AND WRITE CLEARLY.).....

.....

Emergency Contact Name and Tel No:

If you have any specific individual requirements which are due to a disability, dyslexia or long-term medical condition, please give details:

.....

2. STUDY DETAILS

Name of home university and current year of study:

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Faculty and Degree title:

Current major subject(s):

Intended major subject(s) at The University of Nottingham (please see
<http://winster.nottingham.ac.uk/modulecatalogue/> for available Schools and Departments)

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Current cumulative GPA or average letter grade or %:

Your intended academic programme of study at the University of Nottingham (please tick):

- | | | | |
|--------------------------|-----------------|---|---|
| <input type="checkbox"/> | Autumn Semester | 24 th Sept 2007 – 25 th Jan 2008 | <i>Autumn Semester exams are held in January.</i> |
| <input type="checkbox"/> | Full Year | 24 th Sept 2007 – 13 th June 2008 | |
| <input type="checkbox"/> | Spring Semester | 28 th Jan 2008 – 13 th June 2008 | |
| <input type="checkbox"/> | Split Year | 28 th Jan 2008 – 23 rd Jan 2009 | |
| <input type="checkbox"/> | Autumn Term* | 24 th Sept – 14 th Dec 2007 | <i>*Only available for certain academic subjects. Must be approved by Nottingham.</i> |

4. ENGLISH LANGUAGE REQUIREMENTS (For non-native English speakers only)

English language test result and date received:.....

Minimum English language requirements for direct entry:

- For students taking modules from Schools in the Faculties of Arts, Law and Social Sciences (including the Schools of Mathematics, Psychology and Pharmacy):
Official IELTS 6.5 (no less than 6.0 in any element)
Official TOEFL 573/230/88 (no less than 4.5 in essay rating)
- For students taking modules from Schools in the Faculties of Science and Engineering (excluding the Schools of Mathematics, Psychology and Pharmacy):
Official IELTS 6.0 (no less than 5.0 in any element)
Official TOEFL 550/213/76 (no less than 4.0 in the essay rating)

THE UNIVERSITY OF NOTTINGHAM DOES NOT ACCEPT INSTITUTIONAL ENGLISH LANGUAGE SCORES.

5. PRE-SESSIONAL ENGLISH LANGUAGE COURSES

Pre-sessional English Language Courses are offered by the Centre for English Language Education (CELE). For course options and fees, please refer to the Programme Information Section attached regarding start date and fees or see the CELE website:

<http://www.cele.nottingham.ac.uk/courses/presessional/General/table.php>

Chosen CELE course (Option 1, 2 etc):

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The University of Nottingham reserves the right to determine the minimum length of pre-sessional course you will need in order to meet our English language requirements. Please note that you must apply for your CELE course on this form, NOT directly to CELE.

6. APPLICATION CHECKLIST

Please include the following documents with your application:

- An up-to-date original academic transcript
 - A letter of academic reference
 - A copy of your English Language test result: Official TOEFL or IELTS (if applicable)
 - A personal statement indicating why you wish to study abroad (maximum one page)
 - One passport-sized photograph with your name and home university on the back
- If you are applying as an International exchange student, you must ensure your application is sent by your exchange co-ordinator who will need to confirm your nomination below.

Student Signature:;..... Date:

EXCHANGE NOMINATION (DECLARATION BY HOME INSTITUTION ON BEHALF OF STUDENT)

Not to be completed by Study Abroad students.

This student is nominated to study at the University of Nottingham as part of an International Exchange agreement between the University of Nottingham and the student's home institution. I also confirm that the proposed programme of study is approved.

Signature: Date:

Mailing Address: Study Abroad Co-ordinator
International Office
University of Nottingham
University Park
Nottingham, NG7 2RD,UK

E-mail: studyabroad@nottingham.ac.uk
Tel: + 44 115 846 7042
Fax: + 44 115 951 5155