

**GUIDE FOR INCOMING EXCHANGE and STUDY  
ABROAD/VISITING STUDENTS**

**[www.soton.ac.uk/studyexchange](http://www.soton.ac.uk/studyexchange)**

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# 1. Introduction

This information booklet is for students who want to study at the University of Southampton as part of their degree. It provides information about how to apply, how to find out about courses available, who to contact and practical information such as accommodation and living in the UK.

If you have any questions, please contact the International Office or see our website [www.soton.ac.uk/studyexchange](http://www.soton.ac.uk/studyexchange) for the latest information.

We look forward to hearing from you.

**Ruth Law**  
**Exchange and Mobility Manager**

International Office,  
Student Services Building,  
University of Southampton,  
Highfield,  
Southampton SO17 1BJ,  
UK

E-mail: [erasmus@southampton.ac.uk](mailto:erasmus@southampton.ac.uk)  
[studyabroad@southampton.ac.uk](mailto:studyabroad@southampton.ac.uk) (non-Erasmus)

Tel: +44 (0)23 8059 6799/ 2473

Fax: +44 (0) 23 8059 8878

Website: [www.soton.ac.uk/studyexchange](http://www.soton.ac.uk/studyexchange)

Facebook

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## Application deadlines

For full year (October to June)	<b>15 May</b>
Semester 1 (October to February)	<b>15 May</b>
Semester 2 (February to June)	<b>15 October</b>

**Please note that we may not be able to accept late applications**

## 2. Applying for a study placement

### Am I eligible to study at the University of Southampton?

The University of Southampton accepts applications from students who are studying at one of our partner institutions. Each link is established in a particular subject area. Please check with your own Erasmus Co-ordinator whether we have a link with your institution **in the subject you wish to study** or see our website for a full list of our partners:

By country [http://www.soton.ac.uk/international/study\\_exchange/about/partners\\_by\\_country.html](http://www.soton.ac.uk/international/study_exchange/about/partners_by_country.html)

By subject areas [http://www.soton.ac.uk/international/study\\_exchange/about/partners\\_by\\_acac\\_disc.html](http://www.soton.ac.uk/international/study_exchange/about/partners_by_acac_disc.html)

To apply, you need to be nominated by your Exchange Co-ordinator or an appropriate member of staff.

You will normally only be able to study the subject(s) covered by the formal Exchange agreement. If you would like to study a different subject, please contact the Erasmus Co-ordinator in the Academic Unit where you will be studying to see if it will be possible for you to study other subjects in a different department.

If we do not have a link with your institution in your subject, you will not be able to study at the University of Southampton. Unfortunately, due to the pressure of numbers, we are not able to accept 'free movers'.

### Students from outside the European Economic Area or Switzerland

If you come from a country outside the EEA (EU countries, Norway, Iceland and Liechtenstein) or Switzerland, **you may require a visa to enter the UK**. To find out if you need a visa, see the British Government website for Visa Services [www.ukvisas.gov.uk/en/](http://www.ukvisas.gov.uk/en/). If so, you will need to make your own arrangements to obtain a visa valid for your period of study with us. See Section 10 for more details.

### How do I apply?

#### Application deadlines

Full year (October to June)	<b>15 May</b>
Semester 1 (October to February)	<b>15 May</b>
Semester 2 (February to June)	<b>15 October</b>

**Please note that we may not be able to accept late applications**

To apply you need to complete:

- a University of Southampton Erasmus application form for the year of study
- an Ethnic Origin form (this is standard University procedure for all applicants).
- a portfolio of your work with your application form (School of Art students only)

If your Exchange Co-ordinator has contacted the International Office at the University of Southampton with your details, we will send you copies of the application forms by email. You can also download copies from our website: [http://www.southampton.ac.uk/international/study\\_exchange/incoming/how\\_to\\_apply.html](http://www.southampton.ac.uk/international/study_exchange/incoming/how_to_apply.html) or you can request copies by email at [erasmus@southampton.ac.uk](mailto:erasmus@southampton.ac.uk) or [Studyabroad@soton.ac.uk](mailto:Studyabroad@soton.ac.uk).

If you are applying to Winchester School of Art, **your portfolio** should contain:

- your name
- your current level or year of study at your home institution
- six images of your current work (jpeg or pdf)
- a list of the six images with title, medium, scale, date made, and if the image is the whole piece of work or a detail.

Please return your application form, your Ethnic Origin form, copy of your passport or ID Card and portfolio if required, to the International Office by email (copies must be signed and scanned) at [erasmus@southampton.ac.uk](mailto:erasmus@southampton.ac.uk) as soon as possible.

### **After you have applied**

Once your application has been processed by our Registry Services, we will pass it to the Academic Unit within the Faculty where you will be studying. The Academic Unit will send you an **acceptance/offer letter or email**. This will tell you when to arrive, where to go when you get here, how to enrol and register for your courses, and about any induction arrangements. **Please do not make any arrangements to come to Southampton until you have received confirmation from the Academic Unit that your application has been accepted.**

If you have any queries relating to your application you should contact the Academic Unit's Erasmus administrator or academic co-ordinator directly. You can find their details on the Contacts page of our website at: [www.soton.ac.uk/international/erasmus/contacts/index.html](http://www.soton.ac.uk/international/erasmus/contacts/index.html)

When we have received your application, the International Office will email you an **arrival pack**, which includes more detailed information about:

- accommodation
- travelling to Southampton
- enrolment
- how to apply for a Student ID card
- our International welcome events

Information is also available on the Erasmus website:

[http://www.southampton.ac.uk/international/study\\_exchange/contacts/](http://www.southampton.ac.uk/international/study_exchange/contacts/)

## **3. Choosing your courses**

### **What can I study?**

Your institution will have an Erasmus link with a particular Faculty or Academic Unit at the University of Southampton. **You will normally take the majority of your courses within that Faculty/Academic Unit. You will be able to take only one module per semester in a different subject.** If you wish to take courses in a different department, including English language credit-bearing courses, please contact the Faculty where you will be studying to find out if this is possible.

## Course options

The Faculty/Academic Unit will provide information either on their website or via their Erasmus Co-ordinator about the courses available to you, how you will be assessed and what pre-requisite knowledge you will need ([http://www.southampton.ac.uk/international/study\\_exchange/incoming/courses\\_of\\_study.html](http://www.southampton.ac.uk/international/study_exchange/incoming/courses_of_study.html)). To contact your Faculty Erasmus Co-ordinator, see the latest list on the Erasmus website. ([http://www.southampton.ac.uk/international/study\\_exchange/contacts/academ\\_coordin.html](http://www.southampton.ac.uk/international/study_exchange/contacts/academ_coordin.html)).

You should discuss with your tutor at your own institution which course units to take. It may not always be possible to take your preferred units if the courses are full or if they do not fit with your timetable. Therefore we cannot guarantee that you will be able to take all the courses you would like, although we will try to ensure you can study as many of your chosen units as possible or we will recommend alternatives. When you arrive at the University, you will be able to register for your courses with your Academic Unit.

Once you have completed your period of study here, the Faculty will provide you with a transcript or record to show the courses you have taken and the grades you obtained.

## ECTS Credits

The European Credit Transfer System (ECTS) was developed to aid the recognition of study periods abroad. 60 ECTS credits represent a full academic year of study at undergraduate level, and 30 credits normally represents one semester.

At the University of Southampton we use a system of Credit Accumulation Transfer (CATS) points for accrediting courses. 120 CATS points are equivalent to a full academic year of study at undergraduate level. Not all Faculties / Academic Units describe their course in ECTS credits but they will be able to tell you the CATS value of their courses. Generally:

One semester	= 30 ECTS credits	= 60 University of Southampton CATS points
One academic year	= 60 ECTS credits	= 120 University of Southampton CATS points

## English language courses

The University offers two ways for you to improve your English language abilities during your studies:  
English language support classes and credit-bearing English language classes:

- **English language support classes**

If you wish to take English language classes to improve your ability to use English for academic purposes, you may join the classes organised by the Centre for Language Study. These classes cover a variety of topics such as academic writing, academic speaking and critical thinking. You can usually choose up to 2 courses. These classes **do not carry academic credits** so you do not need to include them on your application form or your Learning Agreement. You can apply directly online. See [www.soton.ac.uk/cls/english/support.html](http://www.soton.ac.uk/cls/english/support.html) for more details.

- **English language credit-bearing courses**

If you are required by your university to take English language classes as part of your official study programme, you must check with the Erasmus co-ordinator in your Academic Unit if you are permitted to take a course in another department. You would usually take an English course in place of a course in your subject area.

If it is possible, **you will need to take an English language placement test when you arrive** to determine what level of English classes you should attend. Tests are held on fixed dates near the start of each semester. **You will need to book a test date before you arrive.** If you do not take the test, it may not be possible for you to take credit-bearing English courses. To find out the test dates, please email [eapcourses@soton.ac.uk](mailto:eapcourses@soton.ac.uk) as early as possible before you arrive.

The University lets you practise your English **before you arrive in the UK** with a series of free English courses online. You will be able to practise your speaking, reading, writing or improve your grammar.

The *EAP Toolkit* ([http://www.elanguages.ac.uk/eap\\_toolkit.php](http://www.elanguages.ac.uk/eap_toolkit.php)) is a comprehensive set of interactive learning resources for developing the language and study skills of international students and students whose first language is not English, for higher or further education.

*Get Ready for Southampton* ([http://www.elanguages.ac.uk/get\\_ready\\_for\\_southampton.php](http://www.elanguages.ac.uk/get_ready_for_southampton.php)) is our highly successful course preparing international students for living and studying at the University of Southampton in the UK. You will find the answers to many questions about life and study in Southampton, such as everyday life, the academic culture of a British university and what to expect when they begin their studies.

To find out more, please go to <http://www.elanguages.ac.uk/>.

## Study Skills

The type of academic activities you will be expected to carry out at the University of Southampton may be different from the activities you are used to at your own university. Our Centre for Language Study developed an interactive online course for all new international students to provide a general orientation to academic study in the UK. For more details see [www.prepareforsuccess.org.uk](http://www.prepareforsuccess.org.uk)

## 4. English language competence

Studying in the UK may be very different from studying in your own country. Teaching may take place in small groups (tutorials and seminars) as well as in large groups (lectures). You will need to be able to participate actively in class discussions, follow lectures, write essays and interact socially with other students. This is vital to ensure you enjoy your stay and benefit academically from the experience.

Before you come to the University of Southampton **you should ensure that your level of spoken and written English language is good enough to study at university level.** Please note some Faculties/Academic Unit could required different level of English (eg. Laws, English and History), Studying at the University of Southampton as an Erasmus student is **not suitable for students with a low level of English.** If your level of English is not sufficient and we are not able to support you, you may be asked to return to your University. We do not currently ask Erasmus students for any particular recognised English language test or grades but please tell us about your English language ability on the application form.

Non-Erasmus Exchange and Study Abroad students and Visa holder will need to follow the general [English Language entry requirements](#) .

English language classes are usually offered during the year for international students, including Erasmus students, to provide extra assistance with English language.

## 5. Accommodation

### Accommodation Service:

**Email:** [accommodation@southampton.ac.uk](mailto:accommodation@southampton.ac.uk)

**Tel:** +44 (0)23 8059 3994

**Website:** [www.southampton.ac.uk/accommodation](http://www.southampton.ac.uk/accommodation)

**Location:** Student Services Centre (Building 37 George Thomas Building), Highfield campus  
Office hours are normally 9.00 am to 5.00 pm

### Can I apply for University accommodation?

We are **not** able to offer University accommodation to all Exchange students. If you are applying to study at the University for only one semester, it is better to apply for Semester 2 as it is more likely that you may be able to apply for a place in our halls of residence.

#### Full year / Semester 1 students

Unfortunately, **we are not able to offer University accommodation to Erasmus students who arrive at the start of the academic year in October**. You will need to make your own arrangements to find private rented accommodation.

#### Semester 2 students

We are often able to offer places in University halls of residence to Semester 2 students who arrive in February. Alternatively you can look for private rented accommodation if you prefer.

### How can the Accommodation Service help?

The Accommodation Service offers the following:

- Support for Erasmus students who visit the Student Services Centre during the summer vacation and before the start of Semester 1.
- Online details of accredited private rented accommodation currently available.
- A "Flatmates" scheme to contact other Erasmus students and look for accommodation as a group.
- A Guide to Private Renting and checklists of what to look for in a property and in your rental agreement or contract.
- Advice about signing a contract.
- Assistance with applying for university accommodation (Semester 2 only)

### Private Rented Accommodation

[www.southampton.ac.uk/accommodation/privaterented/index.shtml](http://www.southampton.ac.uk/accommodation/privaterented/index.shtml)

This means living in a shared flat or house, usually with other students. It is more difficult to find private rented accommodation for one semester or less than for a full year. The University does not arrange private rented accommodation for you.

## How do I find somewhere to live?

Our Accommodation Service will provide you with all the advice and assistance you need, but it is your responsibility to find somewhere to live. We recommend you look for a property through the Accommodation Service.

**We do not advise you to enter into any agreement with a landlord via the internet.** If you rent through an accommodation agency, a classified advertisement or via the internet instead, the University cannot comment on the standard or safety of the properties. Agencies will ask you to provide references and a guarantor resident in the UK. If you cannot obtain these then you may be required to pay the rent for the full period of your stay as well as a deposit in advance.

You will need to come to Southampton in person and make arrangements to visit any properties you are interested in. You may find that the minimum agreement length for most private accommodation is usually 6 months and you will probably need to pay a deposit when you sign the contract.

## When should I arrive?

It is not possible to reserve accommodation through the Accommodation Service in advance by phone or e-mail. We would recommend that you try and visit Southampton during the summer or that you arrive a couple of weeks before the start of the semester. This will give you more time to find somewhere to live, and there is also likely to be a wider range of accommodation available.

You should arrange to stay in a guesthouse for your first few nights in Southampton as it is unlikely that you will be able to find permanent accommodation on the same day you arrive.

A list of hotels and guesthouses is available on the Accommodation Service website

[www.soton.ac.uk/accommodation/docs/1213%20-%20Guest%20House%20List%20Southampton.pdf](http://www.soton.ac.uk/accommodation/docs/1213%20-%20Guest%20House%20List%20Southampton.pdf)

Southampton City Council also provides information about where to stay on the Visit Southampton website ([www.visit-southampton.co.uk](http://www.visit-southampton.co.uk)).

**Please note** that the Southampton International Boat Show will be held the third week of September. All guesthouses and hotels are likely to be heavily booked during this time.

## University Accommodation

[www.southampton.ac.uk/accommodation/halls/index.html](http://www.southampton.ac.uk/accommodation/halls/index.html)

Students who come to Southampton for Semester 2 only are often able to apply for accommodation in a University Hall of Residence. We are not able to guarantee you accommodation as it depends on availability. If a room is available, you will usually be offered a contract for approximately six months. You will need to pay the hall fees for the full semester period, even if you choose to leave earlier. It is not possible to offer any refunds except in exceptional medical or personal circumstances.

## How do I apply?

When we have received your Erasmus application form we will send you further information in your arrival pack. You can find details of Halls of Residence on the Accommodation Service website.

Please do not assume that because you have submitted an application form by the stated deadline that you will be guaranteed a place in University Halls. The Accommodation Service will contact you directly to confirm whether you have been allocated a place. If you are concerned about the progress of your application, you should contact the Accommodation Service directly.

If you have not been allocated a room, you will need to find your own private rented accommodation with the assistance of the Accommodation Service.

## **6. When to arrive**

Your Academic Unit will tell you when to arrive in your acceptance letter or email, depending on when your lectures start and if there are any induction events arranged before the start of the semester.

If you need to find private rented accommodation, we recommend you to arrive a couple of weeks before the beginning of the semester and visit the Accommodation Service as soon as you can.

If you have been allocated a room in halls, it is likely that you will be able to arrive a day or two before the beginning for the semester. The Accommodation Service will tell you when to arrive when they confirm your place. Alternatively, you can contact them directly at [accommodation@southampton.ac.uk](mailto:accommodation@southampton.ac.uk).

### **International Welcome**

All incoming students are invited to attend the International Welcome Programme for all international students which take place at the end of September before the start of the semester. For details please visit the International Office website at <http://www.southampton.ac.uk/international/welcome/>. Your Faculty or Academic Unit may also organise an induction or welcome meeting for new incoming students.

## **7 Before you arrive**

### **Visas**

If you come from a country outside the EEA (EU countries, Norway, Iceland and Liechtenstein) or Switzerland, you may require a visa to enter the UK. To find out if you need a visa, see the British Government website for Visa Services [www.ukvisas.gov.uk/en/](http://www.ukvisas.gov.uk/en/). If so, you will need to make your own arrangements to obtain a visa valid for your period of study with us.

Two different kinds of visas are available for visiting students: a Student Visitor visa, valid for study periods up to 6 months, or a Tier 4 (General student) visa, valid for study periods up to one year. There are differences in the cost and restrictions associated with each kind of visa. For more information see the UK Border Agency website: [www.ukba.homeoffice.gov.uk/studyingintheuk/](http://www.ukba.homeoffice.gov.uk/studyingintheuk/)

For more information about Tier 4 visas see our webpage for international students [www.soton.ac.uk/international/join\\_us/visas.html](http://www.soton.ac.uk/international/join_us/visas.html). Alternatively you can find out more from our Visa Guidance team by email at [visa@soton.ac.uk](mailto:visa@soton.ac.uk) or on their website at [www.southampton.ac.uk/sais/visa/](http://www.southampton.ac.uk/sais/visa/).

### **Student ID card**

All students have a University identity (ID) card which is used for various functions such as access to the Library, the Jubilee Sports Centre and some of the buildings. Your Academic Department will send you your student ID number in your acceptance letter or email. You need to complete the ID card application form at <https://www.idcard.soton.ac.uk/SignIn/>.

## **Enrolment**

In order to study at the University, you will need to enrol as a new student. You can usually do this online at [www.southampton.ac.uk/enrol](http://www.southampton.ac.uk/enrol) before you come to Southampton once you have received your student ID number. As part of this process you will also subscribe to the University's computer services and online student portal (SUSSED), and you will receive a University email account. We will send you more information as part of your arrival pack.

If you are an international student holding a Tier 4 visa to study at the University of Southampton, you will not be able to enrol online until you have completed a Visa, Passport and Identity 'Check-in' with the Student Records Team. For more information please visit enrolment webpage at <http://www.southampton.ac.uk/enrol/new/index.html>.

Please note: enrolment does not involve choosing the courses you wish to study. You will register for your courses when you arrive.

## **8. Life at the University of Southampton**

The University of Southampton provides a wide range of social and leisure activities for students.

### **Welcome guide**

Every year the University produces a Welcome guide for all new students. This will tell you everything you need to know about studying at the University, including details about enrolment, our campuses, the Students' Union sport, and health services. You can find the latest version on the Enrolment website at [www.southampton.ac.uk/enrol](http://www.southampton.ac.uk/enrol) in the New Students section.

### **The Students' Union**

[www.susu.org/](http://www.susu.org/)

The Students' Union (SUSU) is at the heart of the social scene and has its main base at the Highfield Campus. The Union's facilities include a café, a shop, a travel centre, a hair salon and several bars. The Students' Union building has a 1700-capacity nightclub known as 'The Cube' and a 330-seat cinema, which shows recent film releases at competitive prices. The Union's entertainment programme includes comedy, karaoke, club nights and live bands.

There are also more than 200 sporting and social Clubs and Societies. These range from jazz dancing through to the debating society and performing arts clubs, which offer plenty of opportunity to get involved in the social life of the University.

The Students' Union sends out regular newsletters for international students which you can find at [www.susu.org/international/](http://www.susu.org/international/)

Winchester School of Art, which is based in Winchester, 12 miles from Southampton, also has a Students' Union, with a wide range of facilities. These include a travel centre, athletic union and a students' advice and information centre.

## Erasmus Society

You may be interested in joining the Erasmus Society. They organise a range of social events, trips and run a Buddy scheme.

Erasmus Society website

[www.erasmus.susu.org/](http://www.erasmus.susu.org/)

University of Southampton Erasmus Society

<http://en-gb.facebook.com/group.php?gid=33437411593>

(ESN Southampton) Facebook site:

Email:

[esn@soton.ac.uk](mailto:esn@soton.ac.uk)

## Students' Union Advice and Information Centre (SUAIC)

[www.susu.org/suaic/](http://www.susu.org/suaic/)

SUAIC offers assistance on practical issues that may affect you during your time at the University. The Centre offers impartial advice on a variety of matters, including funding and benefits, housing rights, money advice, legal advice, and academic matters. The service is free and confidential. SUAIC has advisors who work specifically on behalf of international students.

## Sport at the University

The Athletic Union (AU) represents around 70 sports clubs, from hockey and football through to archery and gliding. It has around 6000 members, making the AU one of the largest activities within the Students' Union. There are both competitive and recreational clubs which cater for all standards, from beginners through to national level. You can find more information about sports clubs on: [www.susu.org/sport/](http://www.susu.org/sport/)

The Jubilee Sports Centre is an £8.5 million indoor sports complex which is adjacent to the Students' Union on the Highfield Campus. The University also has an outdoor sports ground on the outskirts of the city. As Southampton is on the coast, there are good opportunities for watersports such as sailing; windsurfing and kayaking are run from the University boatyard on the River Itchen.

For more details about our sporting facilities and activities please visit [www.sportrec.soton.ac.uk/](http://www.sportrec.soton.ac.uk/)

## Practising your religion

The Chaplaincy Centre welcomes students and staff of every faith. We provide space for private prayer and worship, including a chapel and Muslim prayer room with washing facilities at the Highfield Campus. Students also have access to a common room, library and coffee bar.

## 9. City Life

Southampton is a lively and dynamic city in the south of England with over 40,000 students. It offers a vibrant and varied nightlife, numerous leisure facilities, cultural centres, heritage attractions, marinas, and plenty of places to eat and drink. Being on the waterfront adds another dimension and Southampton has a rich maritime heritage with a major focus on water sports, sailing and ocean racing. Southampton is also one of the UK's greenest cities with several large parks situated throughout the centre. Three of our campuses are next to Southampton Common – 326 acres of managed woodland.

You can find a map showing Southampton's location on:

[www.visit-hampshire.co.uk/site/visitor-information/map-of-hampshire](http://www.visit-hampshire.co.uk/site/visitor-information/map-of-hampshire)

The beautiful New Forest National Park is right on our doorstep, and the coastal resorts of **Bournemouth**, **Poole** and **Brighton** are nearby. The historic cathedral cities of **Salisbury** and **Winchester** are even closer. London is also just over an hour away by train.

With its own international airport, the city is within easy reach of Europe, with good connections to cross-channel ferries and the Eurostar rail service.

For more information see [www.southampton.ac.uk/study/cityandregion/index.shtml](http://www.southampton.ac.uk/study/cityandregion/index.shtml).

## 10. Living in the UK

### Visas and immigration

If you are an EEA national (EU countries plus Iceland, Norway and Liechtenstein) or a Swiss national and you have been accepted to study in the UK, you are entitled to enter the UK freely and have right of residence for the duration of your course. If you are not an EEA or Swiss national, please see Section 7 for information about visa requirements.

### Working in the UK

EEA nationals are free to take employment in the UK without having to obtain permission to work. Many of our students take part-time jobs during their studies. If you are from outside the EEA or Switzerland, the conditions of your visa may restrict you from working.

### Money

The basic unit of currency in Britain is the pound (£) which is divided into 100 pence. There are 1 pence, 2 pence, 5 pence, 10 pence, 20 pence, 50 pence, £1 and £2 coins and there are bank notes to the value of £5, £10, £20 and £50.

You are strongly advised not to carry large sums of money with you or store money in your room. If you will be studying in Southampton for a full year you may wish to open an account with one of the main banks or building societies. You will need a letter from your Faculty to prove that you are a student at the University. There are branches of main banks near the University at sites in Southampton and Winchester. However if you are only in the UK for a few months you may not be able to open a bank account so you will need to make arrangements with your bank at home.

### Health care

#### Health insurance

If you are from an EEA country (EU plus Iceland, Norway and Liechtenstein) or Switzerland you should apply for a **European Health Insurance Card** or equivalent issued in your own country before you leave. If your course in the UK lasts six months or more, you are entitled to free medical treatment under the National Health Service (NHS) but, like British nationals, you will have to pay for medical prescriptions, dental and optical treatment. If your course of study lasts less than six months, you may only be entitled to NHS treatment for conditions which arise during your stay in the UK. If you have any pre-existing conditions you should check with your own doctor how to arrange for any treatment you may need.

If your home country is not part of the EEA or is a Candidate country (eg Turkey) and your course of study lasts less than six months, you will not be entitled to free treatment and you should take out your own private health and medical insurance.

### Registering with a doctor

If you are visiting Southampton for more than 6 months you are required to register with a General Practitioner (GP) doctor as soon as possible after arriving in the UK. There are two GP surgeries on the

Highfield campus. If you need to see your doctor you can make an appointment by telephone or in person. If you are too ill to get to the surgery, your doctor may be able to make a home visit.

If you are visiting Southampton for less than 6 months, you will not be able to register with a doctor. However, if you need to see a GP during your time here, you can visit your nearest doctor and they can treat you as a 'temporary resident'.

### **Hospital treatment**

The emergency telephone number to call the Police, Ambulance, Fire Brigade or Coastguard is **999**. If you need immediate hospital treatment, you should go to the Accident and Emergency Department (also known as Casualty) at the local hospital. You will be expected to show an EHIC card in order to receive hospital treatment without charge. You may also be asked about how long you are staying in the UK in order to establish whether you are entitled to free treatment.

### **Dental treatment**

If you are only in the UK for a few months it is usually best to visit your dentist at home before you come as it can be very difficult to get an appointment with a dentist in the UK as a visiting student. If you do need to see a dentist you should ask whether they can give you NHS treatment, as they may only provide private treatment, which is more expensive than NHS treatment.

## **11. International Office Contacts**

**For general queries about your application and studying at Southampton please contact the International Office:**

International Office,	Tel:	+44 (0)23 8059 6799
Student Services Building (37),	Fax:	+44 (0) 23 8059 8878
University of Southampton,	E-mail:	<a href="mailto:erasmus@soton.ac.uk">erasmus@soton.ac.uk</a> / <a href="mailto:Studyabroad@soton.ac.uk">Studyabroad@soton.ac.uk</a>
Highfield campus,	Website:	<a href="http://www.soton.ac.uk/studyexchange">www.soton.ac.uk/studyexchange</a>
Southampton SO17 1BJ, UK		

The International Office is located on the first floor of the Student Services Centre (Building 37 George Thomas Building) in Room 3107.

## **12. Academic Unit information**

**For specific information relating to your studies, please contact the Academic Erasmus co-ordinator or the Erasmus administrator for the Academic Unit where you will be studying:**

Academic Erasmus Co-ordinators: [www.soton.ac.uk/international/study\\_exchange/contacts/academ\\_coordin.html](http://www.soton.ac.uk/international/study_exchange/contacts/academ_coordin.html)

Faculty Erasmus Administrators:  
[www.soton.ac.uk/international/study\\_exchange/contacts/school\\_administrators.html](http://www.soton.ac.uk/international/study_exchange/contacts/school_administrators.html)

## 13 Useful Checklists

### Pre-departure

- Has your own University approved your exchange and your proposed courses of study?
- Have you completed and returned the University of Southampton's Erasmus application form and Ethnic Origin form?
- Have you received an acceptance letter / email from the Academic Unit where you will be studying?
- If you are not an EU/EEA national, have you applied for a visa to study in the UK?
- Do you know what kind of accommodation is available to you and how to apply?
- If you will be looking for private rented accommodation, have you arranged somewhere to stay for your first few nights when you arrive in Southampton?
- Have you completed and returned an application form for an ID card?
- Have you enrolled online and opened an email account?
- If you are an EU/EEA national, have you obtained a European Health Insurance Card or equivalent issued in your own country?
- Have you obtained health and travel insurance?
- Do you have enough money to cover your expenses and living costs for the first few weeks?

### Your First Week

- Visit the Accommodation Service if you have not finalised where you are going to live.
- Attend the International Welcome programme at the start of the semester
- Attend any registration/induction meeting organised by your Academic Unit. Please contact them directly if you have not received any information about this.
- Collect your ID card from your Academic Unit or the ID card studio.
- Register for your courses.
- Register with a local doctor if you will be in Southampton for more than six months.
- Open a bank account (if required)
- Arrange insurance for any possessions (if required).