

International Student Support Service

Making the most of your time at NTU
and in the UK



Teaching
Excellence
Framework



WELCOME 2019

Date and Time	Event	Location/Meeting Point
Sunday 22 nd September		
1pm – 4pm	Wollaton Park Visit	Belgrave Centre, Chaucer Street, City Campus
Monday 23 rd September		
4pm	Opportunities at NTU	Lecture Theatre 6, Newton Building, City Campus
5pm – 7pm	International Students Welcome BBQ	Benefactor's Court, Newton and Arkwright Buildings, City Campus
Tuesday 24 th September		
11am	Essential Information for International Students	Lecture Theatre 8, New Hall Block, Clifton Campus
4pm	Introduction to British Culture	Lecture Theatre 3, Newton Building, City Campus
7pm – 9pm	International Students' Quiz	Lecture Theatre 3, Newton Building, City Campus
Wednesday 25 th September		
10.30am – 4pm	NTSU City Freshers' Fair – Feat. Sports Clubs	City Students' Union
4pm	Visa and immigration information for non-EEA students	

WELCOME 2019

Date and Time	Event	Location/Meeting Point
Thursday 26 th September		
10.30am – 4pm	NTSU City Freshers' Fair – Feat. Societies	City Students' Union
4pm – 4.30pm	Health information for International Students	Lecture Theatre 6, Newton Building, City Campus
Friday 27 th September		
4pm – 4.30pm	Work during your Studies	Lecture Theatre 6, Newton Building, City Campus

www.ntu.ac.uk/welcome

Student Support | Services

STUDENT SERVICE CENTRES

First point of contact on each campus for information, advice and support on a wide range of issues – funding, fees and payments, accommodation, immigration and personal issues.

INTERNATIONAL STUDENT SUPPORT

- Advice and support for all international students
- Tier 4 visa advice
- EU settlement applications
- Living, Studying & Working in the UK

www.ntu.ac.uk/international-support

FAITH SUPPORT

- Supporting students of all faiths and none
- Tuesdays “Come for lunch” Clifton Wellbeing room
- Prayer facilities
- Links with student societies.

www.ntu.ac.uk/wellbeing

WELLBEING

- Mental health Support
- Counselling
- Healthy NTU

www.ntu.ac.uk/wellbeing

Student Support | Services |

DISABILITY SUPPORT

- Support and access arrangements for disabled students and students with specific learning difficulties
- Autism support
- Dyslexia support

www.ntu.ac.uk/disability

STUDENT SUPPORT ADVISORS (SSAs)

Practical support and advice based in your academic school for a range of personal and study difficulties.

Tailored support for:

- care leavers
- mature and transgender students
- students with care responsibilities

www.ntu.ac.uk/wellbeing

Your NTU Library |

NTU LIBRARIES

- Extensive resources
- Study spaces
- PC availability
- Laptop loans
- Helpdesk
- IT Support
- Boots library rooftop garden

LIBRARY SUPPORT

Academic skills workshops and one to one appointments:

- Information and research skills
- Study skills
- Academic writing
- Maths
- Referencing, Copyrights and Plagiarism
- Maths and Stats
- Using NOW

www.ntu.ac.uk/library

UNIVERSITY LANGUAGE PROGRAMME (ULP)

2 hours of language classes per week with specialised native speakers either as a supplementary course or for credit points – check with your School or

www.ntu.ac.uk/ulp

Arabic, Chinese, English, French, German, Italian, Japanese and Spanish.



ACADEMIC (IN-SESSIONAL) ENGLISH

English language support is available to all international students at no additional costs.

Classes are not assessed and are not credit bearing. They include:

- Speaking, Listening and Reading
- Academic Writing – Plan and structure essays, rules and styles relevant to any degree subjects
- Referencing, Citation, Copyrights and Plagiarism
- Individual tutorials to help you with your assignments
- Exam preparation

• www.ntu.ac.uk/englishcourses



LANGUAGE IN TANDEM

2 people (1 International & 1 UK) meet regularly, usually once a week for 1h, to learn one another's language and culture.

Partnerships are normally offered in French, Spanish, Italian, German and many more.



LANGUAGE CAFÉ

Join City Global Lounge for one afternoon to practice speaking different languages in a relaxed and friendly setting.

City Global Lounge – every Tuesday from 5pm to 7pm

www.ntu.ac.uk/globalounge

A collage of photos showing students in a modern building courtyard. The photos are arranged in a honeycomb pattern. A blue text box is overlaid on the left side of the collage.

#NottsTrent
Student Life



- Events: entertainment, day trips, freshers
- Societies: over 120 membership led groups
- Volunteering: short term projects and longer term opportunities
- Sports
- Student Union Advice Centre

www.trentstudents.org



facebook.com/TrentStudents



Trentsu



twitter.com/trentstudents



- Relax and make friends from around the world
- Celebrate, take part in and organise student focusses cultural events
- Find out about international study abroad and placement opportunities.

GLOBAL COMMUNITY LUNCH

Eat for free, meet other students and think globally

Every Thursday 12 – 2pm

City Global Lounge, 23 Goldsmith Street

#NTUGLOBALWEEK

Global Week: a fantastic celebration of the rich cultural diversity at NTU.

- Cultural Stalls
- Performances
- Workshops
- Language events

NTU MUSIC



- Join a choir
- Join a band
- Instrument hire and tuition
- Scholarships

www.ntu.ac.uk/music

NTU SPORT



- City and Clifton sports centres
- Brackenhurst partnership with Southwell leisure centre
- Sports clubs
- Sports for fun
- Internal sports leagues

www.ntu.ac.uk/sport



Community Engagement and Volunteering

- On-going community projects
- One off student led projects
- Sports
- International projects
- Summer opportunities.

www.ntu.ac.uk/volunteering

youfirst
planning for your future

NOTTINGHAM
TRENT UNIVERSITY

Employability Online

- Work experience
- Job fairs, workshops and events
- Career Advice
- Applications and Interviews
- Acceler8 Employability Award
- JobShop: part time jobs in Nottingham
- Unitemps: part time jobs on campus:
www.unitemps.com/unitemps-nottingham-trent

www.ntu.ac.uk/employability

Students in classrooms

Paid opportunities to support pupils and make a difference in local schools and colleges

www.ntu.ac.uk/studentsinclassrooms



Getting organised...

Healthcare, Immigration Matters,
Banking, Travel, Safety

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| HEALTHCARE IN THE UK

- ❖ Students with Tier 4 visas in the UK for longer than 6 months and their dependants (i.e. those who paid for the Immigration Health surcharge) - access to UK NHS healthcare.
- ❖ The National Health Service provides healthcare for UK residents, including appointments with a doctor, hospital treatment, dental care and optical care.
- ❖ **EU and EEA students:** an **EHIC** (European Health Insurance Card) enables access to NHS care.
- ❖ Health insurance strongly recommended if studying less than 6 months.

CHARGES

There are some services and treatments that are carried out at an NHS hospital that are free to everyone, including temporary visitors to the UK (e.g Accident & Emergency).

NHS charges apply to the following:

- ❖ Medicines prescribed by GP - £9 per item
- ❖ Dental check up charges - £22.70 – register with NHS dentist: www.nhs.uk
- ❖ Optician charges vary - £20-25





| HEALTHCARE IN THE UK

REGISTER WITH A DOCTOR (also known as GP)

There is a health Centre on campus which offers appointments with doctors and nurses.

Student Health Centre

Nottingham Trent University (City Campus)
Entrance on Peel Street
Nottingham NG1 4FW

Sunrise Medical Practice

Clifton campus

Nottingham
NG11 8NS

Reception Opening hours

Mon – Wed	8.30am – 6.45pm
Thu	8.30am – 1.00pm
Fri	8.30am – 6.45pm

*Telephone line opens at 8 am.

Reception Opening hours

Mon – Wed	8.30am – 6.30pm
Thu	8.30am – 12.30pm
Fri	8.30am – 6.30pm

*Telephone line opens at 8.30 am.

PLEASE BRING:

- Medical records and details of all vaccinations you have received

N.B PLEASE REGISTER WITH THE HEALTH CENTRE AS SOON AS POSSIBLE AFTER YOUR ARRIVAL. DO NOT WAIT UNTIL YOU ARE UNWELL!



|| ESSENTIAL IMMIGRATION AND VISA INFORMATION

IMMIGRATION DOCUMENTS - ENROLMENT

1

ELIGIBILITY TO STUDY IN THE UK

- Non-EEA students are required to provide NTU with a copy of valid passport and visa to confirm you are eligible to study in the UK.
- **You must do this as soon as possible.** You cannot fully enrol until this is done.
- You must have a valid visa which permits you to study at NTU.
- Tier 4 visa must have been obtained using a CAS from NTU.

▲ **Students who fail to provide documents by their deadline will be reported to UKVI and unable to continue their studies**

2

COLLECT YOUR BIOMETRIC RESIDENCE PERMIT (BRP)

- Students applying to come to the UK **for more than 6 months** are given temporary visas
- You must collect their biometric residence permit on arrival.
- You should have either requested to collect their BRP from a local Post Office or the University.
- BRPs should be collected **within 10 days** of arriving in the UK.

▲ **You will need your BRP in order to complete enrolment!**

ESSENTIAL IMMIGRATION AND VISA INFORMATION

BRP Collection from NTU:

You will receive an email from NTU when your BRP is ready to collect.

- Collection from international enrolment points, Newton building (City campus) – 20-27 September
- For collection outside these dates, email regtier4@ntu.ac.uk

BRP Collection from Post Office:

Check visa decision letter for details of Post Office location

•BRING THE FOLLOWING DOCUMENTS TO YOUR COLLECTION POINT:

1. Your passport
2. Your visa decision letter from the UKVI
3. Your full address in Nottingham including your postcode.

***Students collecting from Post Office need to bring these documents and their BRP to the international enrolment points, Newton Building.**



3 CHECK YOUR VISA IS CORRECT

- Students studying courses that are 12 months or longer
 Visa length = duration of course + 4 months
- Students studying courses that are less than 12 months (but longer than 6 months) Visa length = duration of course + 2 months
- Check that all details on your visa are correct now and contact the International Student Support Service if you have any queries about your visa expiry date

▲ Visa errors must be reported to UKVI within 10 days of your arrival in the UK

| ESSENTIAL IMMIGRATION AND VISA INFORMATION

4 KEEP YOUR BRP SAFE!

- Keep your BRP card safe at all times when travelling or going out!
- Replacements cost **£75.20** for standard applications (plus visa appointment costs)
- Applications for BRP replacements can take **8-10 weeks** to process
- You must apply for a replacement BRP **within 3 months** if your BRP was lost, stolen or damaged in the UK
- You should not make any travel plans if you've lost your BRP

ALTERNATIVE ID CARDS



IF YOU NEED ID FOR PROOF OF AGE, BUY AN ID CARD:

- Validateuk.co.uk
- Citizencard.com
- Oneid4u.co.uk
- **Cost:** £10 - £15

Avoid carrying your BRP/Passport around!

ESSENTIAL IMMIGRATION AND VISA INFORMATION

REGISTERING WITH THE POLICE

Students from the following countries are required to register with the police within **7 days** of arrival in the UK

- You can register with the Police in the Newton Building in the Student Services Centre

Afghanistan	Bolivia	Iran	Lebanon	Peru	Tunisia
Algeria	Brazil	Iraq	Libya	Qatar	Turkey
Argentina	China	Israel	Moldova	Russia	Turkmenistan
Armenia	Colombia	Jordan	Morocco	Saudi Arabia	United Arab Emirates
Azerbaijan	Cuba	Kazakhstan	North Korea	Sudan	Ukraine
Bahrain	Egypt	Kuwait	Oman	Syria	Uzbekistan
Belarus	Georgia	Kyrgyzstan	Palestine	Tajikistan	Yemen

▲ You must inform the police within 7 days of any change of address or other information.

Documents:

- Your passport
- 2 recent passport-sized pictures
- The registration fee of £34
- Letter from NTU (offer/visa letter) confirming your course details

| TIER 4 RESPONSIBILITIES

STUDENT IMMIGRATION RESPONSIBILITIES

You are required to ensure that you have provided NTU with:

- **Your up-to-date personal contact details**, including a local term-time UK address, an out of term-time address (if different) and telephone numbers.
- You can **update your details online** – from the NTU website click on Current Students > myNTU > Update your details
- **You must provide NTU with a copy of your passport and visa.** If you ever need to renew these documents, you must provide NTU with a copy of the new document as soon as you receive it.

You also need to ensure that you make all relevant tuition fee payments/provide NTU with details of your financial sponsorship.





| TIER 4 RESPONSIBILITIES

NTU IMMIGRATION RESPONSIBILITIES

NTU will be required to report information to UKVI. We will be required to tell UKVI about students who:

- Have used a CAS from NTU in order to obtain a visa but do not enrol on the course by the deadline.
- Miss expected contacts with NTU without approved permission.
- Defer or take a break from studies for any reason.
- Change to a shorter course, or finish their studies early.
- Leave NTU without completing their course.

UKVI will curtail or cancel your visa if it is notified of one of these matters.
Contact the International Student Support Services for advice.



| TIER 4 RESPONSIBILITIES

WORKING DURING YOUR STUDIES

- Check your visa – it includes information about your entitlement to work.
- Students on degree level courses can work **up to 20 hours a week** during term-time and full-time during holidays - check when your official holidays are
- You can do most kinds of work, but you must not engage in business, be self-employed, provide services as a professional sportsperson or entertainer, or fill a permanent full-time vacancy.
- Make sure you understand the work restrictions.
- Never work more hours than you are allowed to or in a job which you do not have permission to do.
- Employer may ask for confirmation of term dates from the University





| TRAVELLING OUTSIDE OF THE UK (STUDY TRIPS/HOLIDAYS)

BEFORE YOU TRAVEL

- Find out whether you need a visa to enter your country of destination.
- Information available on embassy's relevant website
- Travelling to Europe – Schengen visas, guidance notes/School talks
- Minimum length of UK visa required after return, often 3 months
- Minimum length of time required on passport after return, often 6 months





| OPENING A BANK ACCOUNT

Open a UK bank account to manage your money easily and pay rent, bills and daily expenses without extra charges.

BANKS NEAR NOTTINGHAM TRENT CITY CAMPUS

- All major banks are located in the City Centre.
- There is a Santander branch inside Newton Building, City Campus.
- Pick up a banking information leaflet from our Information Desk

WHAT YOU WILL NEED TO OPEN A BANK ACCOUNT

Requirements may vary from bank to bank. Typically, you will need:

- **Proof of ID**
Your passport or your national ID (if you're from the EEA)
- **Non-EEA students - proof of your UK immigration status**
A valid visa/immigration document - vignette in your passport or Biometric Residence Permit (BRP)
- **Bank Letter (Letter of introduction for banking facilities - for international students only)**
You will need to request this letter from your School Office once you have selected which bank you will use. Separate letter for each bank.

*** IMPORTANT – Keep your Bank Statements safe for visa extension applications or as proof of address!**



Budgeting Tips

- If you're living with other students, why not jointly purchase items you will use.
- Learn to cook – it is cheaper than eating out.
- Remember to use your student discounts and offers. National and regional offers listed on student websites: www.studentbeans.com
- Refer to our leaflets on our Information Points for buying household goods and items.
- If you need books for your course, check to see if the library has them or if students are selling used copies.
- If you travel a lot, consider getting a student travel pass to save on bus, tram, coach and rail journeys.

| GETTING AROUND NOTTINGHAM

CYCLING

Hire a bike with lock and lights for just **£39** for the whole academic year, plus £60 refundable deposit.

BUS

- Nottingham City Transport run buses in and around the city – www.nctx.co.uk. A regular bus (Uni 4) service runs between Clifton and City, with stops right in the heart of the city centre.
- Top up your student card with NCT bus credit from NTU Student Support Service Desk

TRAM

- The Nottingham Express Transit (NET) tram has stops near Nottingham Trent University and directly links NTU City Campus to Nottingham Station and City Centre:
www.thetram.net

TAXIS

There are plenty of taxi ranks in town, mostly around Old Market Square or train station.

We recommend following these basic precautions to look after yourself and your belongings:

- Always lock your doors and windows
- Watch out how much you drink
- Register your belongings
- Insure your possessions: www.endsleigh.co.uk
- Keep personal details safe
- Be extra careful with money – cash and online

Use the Safe Taxi Scheme – Nottingham Cars - if you have lost money or have no change for a taxi. Use your NTU card and book your taxi “Safe Taxi Scheme”. Settle your bill at the Student Union reception the following day.



 UK Visas & Immigration

If you receive an **unexpected email, telephone call or letter** from someone who claims to be from the Home Office, **it may be a scam.**

We will never contact you and ask you to pay visa fees or fines over the phone.

ActionFraud
National Fraud & Cyber Crime Reporting Centre
actionfraud.police.uk

#STAYTUNEDTOFRAUD
Cold calls, text messages and emails





Good luck in your studies..

-  International Student Support Services
-  +44 (0) 115 848 2631
-  Int.support@ntu.ac.uk
-  ntu.ac.uk/internationalsupport