# STUDY ABROAD FACTSHEET – INFORMATION FOR PARTNERS

**ACADEMIC YEAR 2018-19**

## GENERAL INFORMATION

<table>
<thead>
<tr>
<th>NAME OF INSTITUTION</th>
<th>University of Hertfordshire</th>
</tr>
</thead>
<tbody>
<tr>
<td>ERASMUS CODE</td>
<td>UK HATFIELD01</td>
</tr>
<tr>
<td>PIC CODE</td>
<td>999911115</td>
</tr>
<tr>
<td>ADDRESS</td>
<td>European and Study Abroad Office</td>
</tr>
<tr>
<td></td>
<td>University of Hertfordshire, Hatfield, Hertfordshire, AL10 9AB, UK</td>
</tr>
<tr>
<td>WEBSITE</td>
<td><a href="http://www.herts.ac.uk/studyabroad">www.herts.ac.uk/studyabroad</a></td>
</tr>
<tr>
<td>AIRPORTS</td>
<td>All London airports within travelling distance; Luton and Stansted local airports, Gatwick airport by train</td>
</tr>
<tr>
<td>AIRPORT PICK UP SERVICE</td>
<td>University provides airport pick up from Heathrow</td>
</tr>
<tr>
<td>GENERAL ENQUIRIES</td>
<td><a href="mailto:studyabroad@herts.ac.uk">studyabroad@herts.ac.uk</a></td>
</tr>
</tbody>
</table>

## EUROPEAN AND STUDY ABROAD OFFICE

<table>
<thead>
<tr>
<th>MICHAEL ROSIER - DIRECTOR OF INTERNATIONAL EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="mailto:m.j.rosier@herts.ac.uk">m.j.rosier@herts.ac.uk</a></td>
</tr>
<tr>
<td>+44 (0)1707 285431</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>JANE FROST - SENIOR STUDY ABROAD COORDINATOR (TEAM LEADER)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erasmus outgoing students (Business, Law, Education, Humanities)</td>
</tr>
<tr>
<td><a href="mailto:j.v.frost@herts.ac.uk">j.v.frost@herts.ac.uk</a></td>
</tr>
<tr>
<td>+44 (0) 1707 285424</td>
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<table>
<thead>
<tr>
<th>ALFIE JACKSON – STUDY ABROAD COORDINATOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-EU outgoing students to USA and Canada; IBSA; Summer schools</td>
</tr>
<tr>
<td><a href="mailto:a.jackson21@herts.ac.uk">a.jackson21@herts.ac.uk</a></td>
</tr>
<tr>
<td>+44 (0)1707 285417</td>
</tr>
</tbody>
</table>
LUKASZ KWASIK – STUDY ABROAD COORDINATOR
Non-EU outgoing students to Africa, Asia, Australia, Latin America; Erasmus outgoing students (Creative Arts, Computer Science, Life and Medical Sciences, Engineering, Health and Social Work, Physics, Astronomy and Mathematics); Exchange agreements
l.kwasik@herts.ac.uk
+44 (0)1707 283207

KASIA SERWINSKA – STUDY ABROAD COORDINATOR
Erasmus incoming students (Business, Law, Education, Humanities); TABSA; Erasmus staff mobility
k.serwinska@herts.ac.uk
+44 (0)1707 286326

ALEIDA MENDES-BORGES – STUDY ABROAD COORDINATOR
Erasmus incoming students (Creative Arts, Computer Science, Life and Medical Sciences, Engineering, Health and Social Work, Physics, Astronomy and Mathematics)
a.mendes-borges3@herts.ac.uk
+44 (0) 1707281225

JAMES LEWIS – STUDY ABROAD COORDINATOR
Non-EU incoming students
j.lewis20@herts.ac.uk
+44 (0)1707 285892

JERRY BUTLER - EUROPEAN AND STUDY ABROAD ASSISTANT
j.butler7@herts.ac.uk
+44 (0)1707 286375

NINA RAPO - EUROPEAN AND STUDY ABROAD ASSISTANT
n.rapo@herts.ac.uk
+44 (0)1707 286375

COURSE INFORMATION

LANGUAGE OF INSTRUCTION AND LANGUAGE REQUIREMENTS
Language of instruction: English
Language requirements: English B2 (CEFR)
Visa requirements: IELTS 6.0 or equivalent
https://www.herts.ac.uk/international/new-international-students/coming-to-the-uk/applying-for-your-visa

COURSE CATALOGUE
https://www.herts.ac.uk/international/overseas-study/study-abroad/inbound-study-abroad

CREDITS
60 (30 ECTS) UH credits per semester
STUDY ABROAD FACTSHEET – INFORMATION FOR PARTNERS
ACADEMIC YEAR 2018-19

ACADEMIC CALENDAR
https://www.herts.ac.uk/study/term-and-semester-dates

Semester A:
17 September 2018 - 11 January 2019
Note: Examinations will take place during the final week of the semester.

Semester B:
14 January 2019 - 17 May 2019
Note: Examinations will take place during the final three weeks of the semester.
Referred examinations for both semesters will take place 18 - 28 June 2019.

Vacations
15 December 2018 - 6 January 2019
13 April 2019 - 28 April 2019

ENROLMENT INFORMATION

ONLINE APPLICATION FORM
The link to the online application form will be sent directly to student

NOMINATION AND APPLICATION SUBMISSION
Nominations should be sent by email
Further instructions will be sent following the deadline

DOCUMENTS REQUIRED FOR APPLICATION

Erasmus students: Learning agreement, official transcript of grades, copy of passport, IELTS 6.0 or equivalent for Tier-4 students

Non-Erasmus students: Module selection form, official transcripts of grades, recommendation letter, copy of passport, IELTS 6.0 or equivalent for Tier-4 students

NOMINATION AND APPLICATION DEADLINES

SEMESTER A AND FULL ACADEMIC YEAR:

EU:
Nomination deadline: 31 March 2019
Application deadline: 31 May 2019

NON-EU:
Nomination deadline: 31 March 2019
Application deadline: 30 April 2019

SEMESTER B:

EU:
Nomination deadline: 12 October 2019
Application deadline: 16 November 2019
NON-EU:
Nomination deadline: 12 October 2019
Application deadline: 12 October 2019

VISA INFORMATION

STUDY IN UK FOR MORE THAN 6 MONTHS
Tier 4 visa

STUDY IN UK FOR LESS THAN 6 MONTHS
Short term study visa

UNDOKE PAID/UNPAID WORK IN UK WHILST STUDYING
Tier 4 visa

HOLDING A VALID UK PASSPORT*
No entry clearance required; show UK passport on entry
*(except BNO passport holders, who will require prior entry clearance)

LANGUAGE REQUIREMENTS FOR TIER-4 VISA:
IELTS 6.0 or equivalent
https://www.herts.ac.uk/international/new-international-students/coming-to-the-uk/applying-for-your-visa

MEDICAL COVER

HEALTH INSURANCE REQUIREMENTS
Own responsibility

IS THE PURCHASE OF UNIVERSITY OR STATE HEALTH INSURANCE REQUIRED?
Own insurance. Access to NHS (National Health Service) if student stays for 6 months or more.

ACCOMMODATION AND SERVICES

HOW TO APPLY FOR ACCOMMODATION
Applying for accommodation possible after receiving ID number once application has been accepted.
Email: accommodation@herts.ac.uk
Website: https://www.herts.ac.uk/life/student-accommodation

TYPES OF ACCOMODATION AVAILABLE TO EXCHANGE STUDENTS

ON CAMPUS (AS AT 08/10/2018)
Single en-suite £136-142 per week
Single £109.55 – 114.94 per week
Studio £187.04 – 189.28 per week
<table>
<thead>
<tr>
<th>OFF CAMPUS</th>
<th>Cost: Variable</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOMESTAY</td>
<td>No</td>
</tr>
<tr>
<td>HOUSING APPLICATION WEBSITE</td>
<td><a href="https://www.herts.ac.uk/life/student-accommodation">https://www.herts.ac.uk/life/student-accommodation</a></td>
</tr>
<tr>
<td>HOUSING APPLICATION DEADLINE</td>
<td>After application deadline, coordinator will inform students</td>
</tr>
<tr>
<td>HOUSING DEPOSIT, IF REQUIRED</td>
<td>£150</td>
</tr>
<tr>
<td>METHOD OF DEPOSIT PAYMENT</td>
<td>Through online accommodation account</td>
</tr>
<tr>
<td>ACCOMMODATION MOVE IN DATE</td>
<td></td>
</tr>
<tr>
<td>Semester A: weekend before orientation week</td>
<td></td>
</tr>
<tr>
<td>Semester B: weekend before orientation week</td>
<td></td>
</tr>
<tr>
<td>FACILITIES AND SERVICES FOR DISABLED STUDENTS AVAILABLE</td>
<td><a href="https://www.herts.ac.uk/life/student-support/disability-services">https://www.herts.ac.uk/life/student-support/disability-services</a></td>
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