

## INFORMATION FOR PARTNERS AND STUDENTS: 2022-23



<b>Full name</b>	School of Business and Economics Loughborough University
<b>[Erasmus code]</b>	UK LOUGHBO 01
<b>Address</b>	International Relations Office School of Business and Economics Loughborough University Epinal Way Loughborough Leicestershire LE11 3TU United Kingdom
<b>Websites</b>	International Relations Office: <a href="http://www.lboro.ac.uk/departments/sbe/international">www.lboro.ac.uk/departments/sbe/international</a>  School of Business and Economics <a href="http://www.lboro.ac.uk/sbe">www.lboro.ac.uk/sbe</a>  Loughborough University <a href="http://www.lboro.ac.uk">www.lboro.ac.uk</a>
<b>Exchange Student Handbook</b>	For important information for exchange students, and more detailed information than this fact sheet (including visa advice, language support and information on accommodation), <u>please refer to our Incoming Exchange Handbook:</u> <a href="https://www.lboro.ac.uk/study/overseas-exchange/incoming/before-you-arrive/">https://www.lboro.ac.uk/study/overseas-exchange/incoming/before-you-arrive/</a>

## CONTACTS

<b>Incoming students:</b>	<b>Eduarda Castro</b> E: <a href="mailto:sbe.international@lboro.ac.uk">sbe.international@lboro.ac.uk</a> T: +44 (0)1509 222729
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<b>Partnership Management</b>	<b>Lucy Dixon</b> E: <a href="mailto:sbe.international@lboro.ac.uk">sbe.international@lboro.ac.uk</a> +44 (0)1509 223265
<b>Academic coordinator for incoming and outgoing UG students</b>	<b>Dr. Petros Vourvachis</b> E: <a href="mailto:sbe.international@lboro.ac.uk">sbe.international@lboro.ac.uk</a> T: +44 (0)1509 223648



## Application process and Academic information

<p><b>Academic calendar (Includes examination period)</b></p>	<p><b>Semester 1:</b> 3 October 2022 - 3 February 2023 (Exams after Christmas vacation)</p> <p><b>Semester 2:</b> 6 February 2023 - 21 June 2023 <a href="http://www.lboro.ac.uk/students/enquiries/termdates/">http://www.lboro.ac.uk/students/enquiries/termdates/</a></p>
<p><b>Welcome and induction programmes</b></p>	<p><b>School of Business and Economics Welcome session</b> Semester 1: 30 September 2022 (Friday before the semester starts) Semester 2: 6 February 2023 (first day of second semester)</p> <p><b>University Induction Session</b> The University also runs an induction session at the start of each semester. The date to be advised.</p> <p>Students should attend <b>both</b> events.</p>
<p><b>Nomination deadlines</b></p>	<p>For semester 1 or full year students: <b>1 May</b> For semester 2 students: <b>1 October</b></p> <p>Nominations should be made via form, which will be sent to partners on the first day of the nomination period.</p>
<p><b>Application deadlines</b></p>	<p>For Semester 1 or full year students: <b>15 June</b> For semester 2 students: <b>15 November</b></p>
<p><b>Application form</b></p>	<p>Application forms are available for download from: <a href="http://www.lboro.ac.uk/study/overseas-exchange/incoming/applying/how-to-apply/">www.lboro.ac.uk/study/overseas-exchange/incoming/applying/how-to-apply/</a></p> <p>Complete applications (form and supporting documents) should be sent to: <a href="mailto:sbe.international@lboro.ac.uk">sbe.international@lboro.ac.uk</a></p> <p>Once we get approval from our Business and Economics Academic Coordinator, we will forward the applications to the central Exchanges office of the University. The Exchanges team will then contact the students with their acceptance letters and details on how to apply for visas and accommodation.</p>

<p><b>Language requirements</b></p>	<p>For exchange students coming to Loughborough <b>for one semester</b>, an English language qualification is not mandatory. However, students must be proficient in English to B2 level in the CEFR.</p> <p>Students coming <b>for a full year</b> who require a Student Visa must have an IELTS (or equivalent) score of at least 6.5 overall, with no less than 6 in each component.</p> <p>Please check the latest English Language requirements on our website: <a href="http://www.lboro.ac.uk/international/englang">www.lboro.ac.uk/international/englang</a></p>
<p><b>Modules and workload:</b></p> <p><b>30 ECTS per semester</b> Or <b>60 Loughborough credits</b></p>	<p>Students must take most of their modules in the School of Business and Economics. Modules are chosen from a list which is normally confirmed in May.</p> <p>A student at Loughborough takes 60 Loughborough credits per semester, which is equivalent to 30 ECTS credits.</p> <p><b>We are expecting exchange students to register for the same number of credits as a student registered for a Loughborough degree.</b></p> <p>Undergraduate modules are usually worth 10 or 5 ECTS credits, depending on the content. Postgraduate modules are usually worth 7.5 ECTS credits.</p> <p>Module contents can be consulted in the university public webpages through the following links:</p> <p><b>Business modules</b> <a href="https://lucas.lboro.ac.uk/epublic/wp5016.main?dept=BS&amp;dept2=BS">https://lucas.lboro.ac.uk/epublic/wp5016.main?dept=BS&amp;dept2=BS</a></p> <p><b>Economics modules</b> <a href="https://lucas.lboro.ac.uk/epublic/wp5016.main?dept=EC&amp;dept2=EC">https://lucas.lboro.ac.uk/epublic/wp5016.main?dept=EC&amp;dept2=EC</a></p> <p>It may also be possible to take a credit bearing language module in the Language Centre. For more information please visit: <a href="http://www.lboro.ac.uk/departments/phir/languages/">http://www.lboro.ac.uk/departments/phir/languages/</a>.</p>
<p><b>Module registration</b></p>	<p>The International Relations Office will register the students in their modules prior to their arrival and inform them of any changes required (due to timetable clashes and/or module availability).</p>
<p><b>Transcripts</b></p>	<p>At the end of the exchange, the student and their home university will receive an electronic transcript summarising their studies at Loughborough. We aim to start sending all the transcripts four weeks after the examination period ends.</p>

<b>Grading System</b>	Grades at Loughborough are shown as a percentage.																					
	<b>Credits - Undergraduate programmes</b> If the combined percentage mark is 40 or more, ECTS credit is awarded for that module as follows:																					
	<table border="1"><thead><tr><th>Mark</th><th>ECTS Credit Status</th><th>ECTS Grade</th></tr></thead><tbody><tr><td>70+</td><td>Credit Awarded</td><td>A</td></tr><tr><td>60-69</td><td>Credit Awarded</td><td>B</td></tr><tr><td>50-59</td><td>Credit Awarded</td><td>C</td></tr><tr><td>40-49</td><td>Credit Awarded</td><td>D</td></tr><tr><td>30-39</td><td>Redeemable Fail/No Credit Awarded</td><td>FX</td></tr><tr><td>0-29</td><td>Fail/No Credit Awarded</td><td>F</td></tr></tbody></table>	Mark	ECTS Credit Status	ECTS Grade	70+	Credit Awarded	A	60-69	Credit Awarded	B	50-59	Credit Awarded	C	40-49	Credit Awarded	D	30-39	Redeemable Fail/No Credit Awarded	FX	0-29	Fail/No Credit Awarded	F
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	<b>Postgraduate programme</b> If the combined percentage mark is 50 or more, ECTS credit is awarded for that module.																					



## Practical information

<b>Visa</b>	<p><b>From 1 January 2021 the visa regulations for students studying in the UK have changed.</b></p> <p><b>Check if you need a visa:</b> The UK government webpage features a useful tool to evaluate if a visa is needed to a particular situation: <a href="https://www.gov.uk/check-uk-visa">https://www.gov.uk/check-uk-visa</a></p> <p>If you need a visa, you should consider the following costs:</p> <ul style="list-style-type: none"><li>• £348 for the visa application fee</li><li>• £470 for the immigration Health Surcharge</li></ul> <p>The Student Advice and Support Service (SASS) from the University also provides advice to all students who need to apply for Student permission from outside the UK. If you need specific advice about your circumstances our advisers can guide you before you complete your online application. <a href="http://www.lboro.ac.uk/services/isas/visa-advice/">www.lboro.ac.uk/services/isas/visa-advice/</a></p>
<b>Health insurance</b>	<p><b>Studying in the UK for less than 6 months</b> Before you travel, you need to buy travel insurance that comes with healthcare cover.</p> <p><b>Studying in the UK for more than 6 months</b> When you apply for a visa, you will be asked to pay the Immigration Health Surcharge (IHS). This costs £470 and will allow you to use most of the NHS services for free. However, services as prescriptions, dental treatment and optical treatment are not included and need to be paid.</p> <p><b>Those not covered by the NHS are strongly advised to take out medical insurance.</b></p>



<p><b>Accommodation</b></p>	<p><b>Once the application documents have been approved</b>, students will be sent an official acceptance letter that contains their student number. With this number, students can apply for the support of the Student Accommodation Centre to help them find a room.</p> <p>There is a wide range of accommodation options for students in Loughborough, on-campus and off-campus.</p> <p style="text-align: center;"><b>A room on-campus cannot be guaranteed but the Student Accommodation Centre will always help students to secure a place to live.</b></p> <p><b>On-campus accommodation:</b> There are rooms in catered and self-catered university halls of residence, single or shared. The cost of accommodation varies greatly depending on the kind of room. Catered on-campus rooms can cost from around £130 to £180 per week. Self-catered rooms are from around £87 to £170.</p> <p><b>Off-campus accommodation:</b> The Accommodation Office also helps with approved off-campus accommodation. Rooms off-campus can cost around £90 per week, dependent on whether bills are included.</p> <p><b>Private accommodation:</b> There is an extensive offer of private student halls and shared houses in Loughborough. If you decide to find a place on your own, please discuss it with us, as we might be able to give you some useful tips.</p> <p>If you have any enquiries about accommodation, please contact the Student Accommodation Centre directly by e-mail <a href="mailto:sac@lboro.ac.uk">sac@lboro.ac.uk</a> or by telephone +44 (0)1509 274488. For further information please visit: <a href="http://www.lboro.ac.uk/services/accommodation/prospective-students/erasmusandstudyabroad/">www.lboro.ac.uk/services/accommodation/prospective-students/erasmusandstudyabroad/</a></p>
<p><b>Cost of living</b></p>	<p>By UK standards Loughborough is not an expensive place to live. Your living costs will vary depending upon your lifestyle and choice of accommodation, but we have estimated that you will need around £8,000 a year to cover accommodation and all major living expenses, including food, clothing, books and local travel.</p>