

**Information For Incoming
Undergraduate Exchange Students
2024/25**



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Contact Details and Information

University Information

Full Name of Institution:	Aston University
Department:	College of Business and Social Sciences
ERASMUS Code:	Aston University Birmingham UK
Address:	Aston University Aston Triangle Birmingham United Kingdom B4 7ET
Website:	www.aston.ac.uk

Key Contacts

Incoming Student Queries and Nominations

Jasmine Sandhu and Smita Duggal
(Student Support Co-ordinators)
abs_exchange@aston.ac.uk
+44 121 204 5454

Partnerships and Exchange Agreements

Selena Teeling (International Relations Manager)
teelings@aston.ac.uk

Useful Links

www2.aston.ac.uk/international-students

<https://www2.aston.ac.uk/international-students/exchanges/incoming-exchange-students>



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Aston University

Key Dates 2024/25

The academic year at Aston is split into two **Teaching Periods**:

Teaching Period 1	
Welcome Week (compulsory)	16th September - 20th September 2024
Teaching	23rd September - 13th December 2024
Christmas Holidays	16th December 2024 - 3rd January 2025
Exams	6th January - 17th January 2025

Teaching Period 2	
Welcome Week (compulsory)	13th January - 17th January 2025
Teaching	20th January - 28th March 2025
Easter Holidays	31st March - 21st April 2025
Reading Week	22nd April - 25th April 2025
Exams	28th April - 6th June 2025

Welcome Week

Teaching Period 1 & Full Year Students (September - January)

Prior to the start of your studies, Aston University organises activities to help you settle into your new environment. This is referred to as '**Freshers' Week**' and it is essential that you attend! The orientation is planned with you in mind and provides valuable information and guidance in preparation for your studies and life in the UK.

Freshers' Week will include School, academic and social activities, including an exchange induction session, and is a brilliant opportunity to meet your fellow students.

Teaching Period 2 Only Students (January - June)

For students arriving in January (Teaching Period 2), a programme of events to welcome you to Aston has been developed, which includes subject advice sessions, an introduction to the library, a tour of the campus and Birmingham city centre and plenty of opportunities to meet your fellow exchange students.

Nominations and Applications

Deadlines

Teaching Period 1/Full Year		Teaching Period 2	
Nominations	1 July 2024	Nominations	1 October 2024
Applications	22 July 2024	Applications	11 November 2024

Nominating a Student to Aston (Partner Schools)

To nominate a student, please use our [MoveOn nomination portal](https://aston.moveon4.com/locallogin/5b62e1793e5d66562eb5c4e4/eng):

<https://aston.moveon4.com/locallogin/5b62e1793e5d66562eb5c4e4/eng>

If you do not already have a login, please register using the right hand panel.

To complete a nomination, click 'Start a new application', read the information page and enter the nomination section. Complete the following areas for each individual student:

- Personal information (ensure names are spelt exactly as on their passports)
- Sending institution and study details

Please then click submit and a PDF will be generated. We will then contact the student/s directly with links to complete an application form.

Completing Your Application (Students)

Once you have been nominated by your home institution, you will receive a link to our online application form. Please complete it carefully and submit by the deadline above.

Admission requirements:

- Nomination from our partner school
- Transcript of results from your home university translated into English
- An official English Language test certificate (more information [here](#)) or a letter from your school confirming your English ability meets our requirements (this requirement does not apply to native English speakers).
- A clear, high quality scan of your passport

Without these documents we will not be able to accept your application.

Modules and Assessments

Module Selection

Student workload at Aston University is 60 Aston credits (30 ECTS) per teaching period. Module choices depend on *when* you are coming to study at Aston (September or January) and for *how long* (6 months or one year).

Module information will be provided once all applications have been completed. We will inform you by email when the information is available, the deadline for submission, and how to make your selections.

Please be aware that you must submit your module choices **before you arrive at Aston** to be enrolled in your classes and receive your timetable before the first day of teaching.

Exams and Assessments

Every module at Aston is assessed differently—some may have coursework, some may have exams, and some may have both. Information about the types of assessments for each module will be available in the module information you will receive in June.

For modules assessed by exams, these are held at the end of each Teaching Period—January for TP1 and May for TP2.

Students must be prepared to be on campus during the exam periods.

After your marks have been confirmed by the exam boards, you will receive a link to GradIntel, a secure site that allows you to download and share your academic transcripts.

Please note that re-sits for failed exams are only available in the Summer.



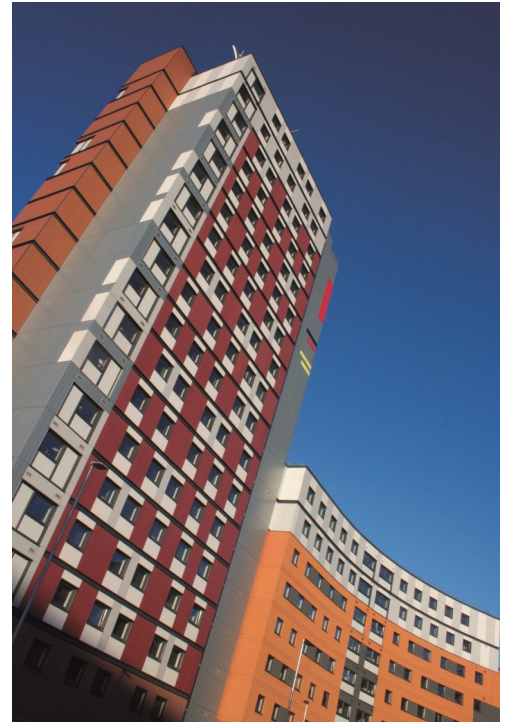
On-Campus Accommodation

Full Year Students

Aston University guarantees accommodation in the Aston Student Village (ASV) to the first 40 full-year Erasmus and Exchange applicants fulfilling the criteria:

- You have applied to Aston as a full-year student by **14th June 2024**.
- Aston has confirmed your application by **28th June 2024**.
- You have applied for accommodation by **21st July 2024**.

Full time Exchange and Erasmus applicants may choose a 44-week tenancy only. Further details can be found at www.aston.ac.uk/accommodation.



Teaching Period 1 or 2 Only Students



Aston University guarantees accommodation in the Aston Student Village (ASV) to the first 25 part-year Erasmus and Exchange applicants starting in September fulfilling the criteria:

- You have applied to Aston as a part-year student by **14th June 2024**.
- Aston has confirmed your application by **28th June 2024**.
- You have applied for accommodation by **21st July 2024**.

These 25 rooms will be available to TP2 students in January. Further details can be found at www.aston.ac.uk/accommodation.

The rooms in the ASV are available on a **first-come, first-served basis** so please apply as soon as possible if you are interested. Unsuccessful applicants will not be able to be housed on campus.

This information is correct as of 19/03/2024 but may be subject to change.

Private Accommodation

Aston Student Homes



The Aston Students' Union (SU) operates **Aston Student Homes** (ASH) to support students looking for privately rented accommodation in Birmingham.

ASH checks and maintains copies of safety certificates and licenses provided by landlords advertising on the platform so that you can have confidence in the property you are renting.

Find out more at www.astonstudenthomes.org or contact the team at: astonstudenthomes@aston.ac.uk.

General Advice

Birmingham has a wide range of accommodation for students in the city centre. There is also plenty of affordable accommodation outside the city that is well connected by bus, tram, and rail links.

You can find out more information about some of the public transport services available in Birmingham and a journey planner [here](#).

ASH recommends that students search for accommodation in advance of arriving, but does not recommend signing any contracts until you have viewed the property for yourself.

Because of this, it is advised that you arrive in the UK early to view properties and make these arrangements in person. Please note, it is against the Law in the UK for an accommodation agency to take fees in advance from prospective tenants in return for details of properties.

For tips on how to avoid rental scams please check out [Action Fraud: Rental Scams](#).

It is your responsibility to secure accommodation and find out what options are available to you.

Accommodation Types Explained;

- Private student halls—similar to university accommodation but run by commercial companies.
- Shared houses – sharing a house with other students in Birmingham.
- Private apartment or house—living on your own in Birmingham and the surrounding areas.

General Advice

Council Tax:

Please note that if you secure private accommodation, you may be required to pay Council Tax.

Council Tax is a charge set by local authorities to pay for the local services that they provide, for example rubbish collection, the Police and Fire Service. Council Tax is based on the value of the property and the amount payable for the property can be affected by who lives in it.

Generally, full-time students within Birmingham **do not** have to pay Council Tax if they are studying a course that is for **longer than 24 weeks** per year.


If you are studying a course that is for **less than 24 weeks**, you are technically **liable to pay** Council Tax, but local authorities I.E. Birmingham City Council will consider exemption requests on a case-by-case basis.

You can find more information about council tax [here](#).

If you are thinking of making a request for Council Tax exemption, please consult the International Advice Team at astoninternational@aston.ac.uk for advice.

If you are deemed not to be exempt, then you must pay the Council Tax due.

WELLBEING MAP



Are you concerned about your physical or mental wellbeing?

UNIVERSITY COUNSELLING AND WELLBEING SERVICE 0121 204 4007 counselling@aston.ac.uk	TOGETHERALL www.togetherall.com	SPRING TO LIFE 07856277028 springtolife.org
UNIVERSITY CHAPLAINCY TEAM 0121 204 4729 chaplaincy@aston.ac.uk	THE LIVING WELL CONSORTIUM 0121 663 121 livingwellconsortium.com	NHS 111
	FORWARD THINKING 0300 300 0099 forwardthinking@birmingham.nhs.uk	

Are you receiving all the support you need?

UMBRELLA 0121 643 1217 umbrellahealth.co.uk	BIRMINGHAM RSVIP (RAPE, SERIAL VIOLENCE) 0121 643 0301 info@rsvip.org.co.uk	THE ENABLING TEAM 0121 204 4007 enablingteam@aston.ac.uk
	ASA (HATE CRIME & DISCRIMINATION REPORTING CENTRE) advice@aston.ac.uk	CAREERS + PLACEMENTS 0121 204 4757 careers@aston.ac.uk
		BIRMINGHAM LGBT CENTRE 0121 643 0821 blgbt.org

Are you concerned about your academic performance?

ASTON ADVICE STUDENT (ASA) (exceptional circumstances, appeals and complaints etc) advice@aston.ac.uk	VP EDUCATION 0121 204 4837 vp.education@union.aston.ac.uk
YOUR LIBRARY (LEARNING DEVELOPMENT CENTRE) 0121 204 3040 lde@aston.ac.uk	YOUR STUDENT REP www.astonsu.com/ voice
YOUR PERSONAL TUTOR	

Are you concerned about your personal safety?

CAMPUS HE POLICE LIAISON OFFICER TRACEY PICKERING 07391018859 t.pickering@west-midlands.pnn.police.uk Twitter: @BumUniWMP	UNIVERSITY SAFEZONE APP www2.aston.ac.uk/about/campus-safety
	EMERGENCY SERVICES 999
	CAMPUS SAFETY 0121 204 4803

Are you concerned about your finances?

THE HUB 0121 204 4007 thehub@aston.ac.uk

Are you concerned about your housing?

ASTON STUDENT HOMES astonstudenthomes@aston.ac.uk astonsu.com/housing	ASTON STUDENT ADVICE advice@aston.ac.uk astonsu.com/advice
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Still unsure who to contact?

Aston Student Advice provides a professional, independent, free and confidential advice and representation service to all students at Aston University.

Further information and support can be found: astonsu.com. Your Vice President Welfare, is also available to take your calls and emails.

vp.welfare@union.aston.ac.uk 0121 204 4840

Instagram: @astonsupvw

If you have issues with accommodation or housing rights, whether you are living on-campus or off-campus, you can contact the SU's independent student advice service (known as the Advice and Representation Centre (ARC)) via email advice@aston.ac.uk.

Visas & Insurance

Visas & Travel Documents

You will need a passport that is valid for the **entire duration** of your studies at Aston, including the exam periods. If you do not already have a passport, or if you need to renew it before travelling, please apply for it as soon as you receive your offer letter from us to ensure it has arrived before you are due to travel.

Full Academic Year Exchange

Most students will require a student visa to study in the UK for a full academic year, including EU and EEA nationals. Information about Student visas can be found on our website [here](#).

One Semester Exchange

Most exchange students joining Aston for one semester (up to 6 months) will need visitor immigration permission for the UK, including EU and EEA nationals (excluding Ireland), but not everyone needs to apply for this before they travel.

EU nationals, EEA nationals and certain other nationalities can obtain visitor immigration permission at the UK border. You can find information about applying for a visitor visa for short periods of study in the UK on our website [here](#):

Please be aware that Visitor immigration permission cannot be extended nor issued consecutively, so be sure about your total length of exchange before proceeding. You also will not be allowed to work in the UK and you will only have access to certain emergency healthcare for free and should ensure that you have sufficient health insurance in place. If you accept an offer to study with us, our team of qualified International Student Advisers will be able to advise you on a range of visa and immigration issues, and help you to apply for the appropriate visa. This is a free service, and the team can be contacted at astoninternational@aston.ac.uk.

Health Care & Insurance

Students entering the UK with a Student Visa will need to pay the Immigration Health Surcharge (IHS) as part of their visa application. Students coming for less than six months are not required to pay this, but this does mean that you will be liable to pay for certain healthcare services, such as hospital aftercare, if you require this during your stay in the UK.

There are no fees for Accident & Emergency Services and you do not need to have paid the IHS to access them **BUT** you should only use the Accident & Emergency Department at hospitals for emergency treatment for serious illness or injury.

We strongly advise students to arrange private health insurance to cover medical costs should you require healthcare during your stay in the UK.

Information about the healthcare system in the UK, including how to register with a doctor, accessing a dentist and more, can be found [here](#);

Please ensure that you are looking at the information for England.

University Services

Support Teams

Aston University provides a range of services offering outstanding support in a friendly, welcoming environment to assist with both academic and personal issues.

Further assistance is available from the College Office, the student Hub, and the Students' Union.

We also offer a free Counselling and Wellbeing service, a multi-faith Chaplaincy, a peer mentoring service and we also have a dedicated Disability and Academic Support Team to support disabled students. Any students who require additional support, can contact the [Disability team](#), as soon as they receive an offer to study at Aston University.

More information about the student support and student Welfare services we offer can be found at; www.aston.ac.uk/current-students/support-services and

www.aston.ac.uk/studentwelfare



Careers + Placements



Careers and Placements is the name of the Careers Service at Aston University. They are there to support Aston University students with professional and friendly advice throughout their time at university. They help students develop the skills and experience they need to choose the right career path and stand out in a competitive job market.

Their award-winning team is dedicated to helping students to write effective CVs, cover letters and applications. They also support students with a range of events, one-to-one support and group sessions across a range of employability topics, as well as giving students access to a host of tools and resources to support students in-person and online.

The team also work closely with industry professionals and employers from across the globe to source work experience opportunities for our students

Erasmus Programmes

For accurate and up-to-date information, please see the Brexit Updates section of the university website. The University updates this regularly, but if students have any questions about the UK's withdrawal from the European Union, our Erasmus team are available at erasmus@aston.ac.uk

University Facilities

Library



The Library provides free access to thousands of books, eBooks, journals, articles and more. There are dedicated study spaces, workshops, and printing facilities.

Every school has a dedicated Specialist to offer specialised subject advice to help with your studies.

Sport Aston

Aston University students have excellent sports facilities right on their doorstep! Whether you want to train, compete, keep fit or just have fun with friends, there's a great range of opportunities. All facilities are staffed by trained first-aiders and lifeguards.



Students' Union



The Students' Union building includes a student kitchen, pool tables and games consoles, relaxation spaces, a dedicated prayer room, and more!

The SU also offer over 130 student led clubs and societies for Aston students to join, including a Women in Business society, amongst other academic based societies, faith and culture based societies, and a huge variety of sport and hobby clubs.

The SU also offers a independent student advice service to all students, offering confidential, free support on a variety of academic and personal issues.

Aston's 'Student Voice' ensures your opinions are heard. You can nominate yourself to become a Student Rep for your course enabling you to work with academic and support staff to make your classes the best they can be.

Aston University buildings


- 1 Main Building and reception
- 2 South Wing (Main Building)
- 3 North Wing (Main Building)
- 4 Students' Union
- 5 Aston Business School and Conference Aston
- 6 Library
- 7 Aston University Day Hospital
 - Optegra
 - BCH Cochlear
 - Life & Health Sciences
- 8 Aston Brain Centre
- 9 Vision Sciences
 - Aston Eye Clinic and Aston Optometry School
 - Aston Medical School
 - Audiology department and Audiology clinics
- 10 Sir Doug Ellis Woodcock Sports Centre and pool
- 11 Gosta Green five-a-side sports pitch
- 12 Sports pitch
- 13 Aston University Nursery and Pre-school
- 14 Energy & Bioproducts Research Institute (EBRI)
- 15 Martin Luther King Multi-Faith Centre
- 16 Aston University Engineering Academy

Student accommodation

- 17 Residences reception
- 18 Harriet Martineau Residences
- 19 Mary Sturge Residences
- 20 James Watt Residences
- 21 William Murdoch Residences
- 22 Lakeside Residences

Campus car parking

- 23 Car Park 1
- 24 Car Park 2
- 25 Car Park 3 (unloading)
- 26 Car Park 4
- 27 Car Park 5 (accessed from Holt St)
- 28 Car Park 6 (evenings and weekends)
- 29 Car Park 7
- 30 Car Park 12 (underground car park)
- 31 Car Park (Millennium Point pay parking)

 Walking route from Millennium Point car park to Aston University main reception

Other buildings

- 32 Sacks of Potatoes pub
- 33 Gosta Green pub
- 34 Innovation Birmingham Campus
- 35 Birmingham City Council offices
- 36 Birmingham Metropolitan College
- 37 The Old Fire Station
- 38 Shops on campus
 - Tesco Express
 - Costa Coffee
 - Ryman Stationery
 - Greggs
 - Wok & Go

For information about accessibility on campus, visit: aston.ac.uk/about/directions



Birmingham



Birmingham is the UK's second city and the home of Aston University. Our campus is located in the heart of the city, just a 10-minute walk from the centre of town and in close proximity to a variety of shops, attractions and tourist spots!

It's also one of the best connected cities in the country; there are three central train stations and an international airport. It's just a two hour train journey to London, Manchester, Bristol and Liverpool, and there are direct services to Wales and Scotland.

Music

The Resorts World Arena and the Utilita Arena regularly host world famous artists, and the many bars, pubs and clubs host a variety of live events to suit all tastes. Symphony Orchestra regularly perform nearby.

Shopping

There's over 200 shops across the Bullring & Grand Central alone! We have the world's biggest Primark, The Mailbox hosts a range of designer stores, and the famous Selfridges is just around the corner.

Cuisine

Our hugely diverse community means there's a great range of food. From the international street food of Digbeth Dining Club to Michelin Star restaurants, the Chinese Quarter to the Balti Triangle, Birmingham lets you eat your way around the world.

Arts and Culture

Venues including the Ikon Gallery and Birmingham Museum are a short journey from campus. As well as the theatres and comedy clubs, the Birmingham Royal Ballet are regular performers at Symphony Hall

Sports

Villa Park, home of Premier League football club Aston Villa FC, is a stone's throw away from our campus. There's also The Belfry for golf, Edgbaston Ground for cricket, and Alexander Stadium for athletics.

