



University  
of Glasgow

# International Exchange Fact Sheet 2023-2024



## Contact details

<b>Website</b>	<a href="http://gla.ac.uk/study/visiting/studyabroadexchange/">gla.ac.uk/study/visiting/studyabroadexchange/</a>
<b>Telephone</b>	0044 (0)141 330 4241 (Please note hybrid working is in place and calls may not be answered.)
<b>Email</b>	<a href="mailto:visiting-students@glasgow.ac.uk">visiting-students@glasgow.ac.uk</a>

## General information

### Exchange

- Exchange students are nominated to study at the University of Glasgow by their home institution as part of a bilateral agreement.

### Tuition Fees

- No tuition fee is payable to the University of Glasgow. Institutions should confirm with students if fees are payable to their home institution.

### Term Dates

The session dates for 2023/24 are available on our [website](#).

Students may study for one semester or one year.

- Semester 1 (September – December)
- Semester 2 (January – May)
- the full academic year (September – May)
- a calendar year (January – December). Please note this involves studying Semester 2 followed by Semester 1.

Students will not be permitted to leave early due to commitments at home such as work placements, internships, exams at home. All assessments must be completed before students depart from the University of Glasgow.

### Nomination & Application Deadlines

#### Semester 1 & Academic Year

- Nominations open in February/March and close in April
- Applications open in March
- Applications close **May 1<sup>st</sup>**

#### Semester 2 & Calendar Year

- Nominations and applications open late September
- Nominations close mid-October
- Applications close **October 31<sup>st</sup>**

## Step 1: Nomination and Application

<b>Nomination</b>	<p>All students should be nominated by their home university via an online form sent by the Visiting Students team.</p> <p><b>Both Study Abroad and Exchange students should be nominated. This will allow us to send important guidance to ALL students applying to the University of Glasgow.</b></p>
<b>How do students apply?</b>	<p>Applications are made on our online system. Application links will be sent to all nominated students and the link will be available on our <a href="#">‘How to Apply’</a> web page.</p> <p>Students must read the application guidance notes and Course Selection Guide on the website carefully before selecting courses.</p> <p>Students can apply to study at <b>either</b> the main campus <b>or</b> the Dumfries Campus. Due to the distance between the two campuses, students cannot choose courses across both campuses.</p>
<b>What supporting documents do students have to provide?</b>	<p><b>All students</b> should supply:</p> <ul style="list-style-type: none"> <li>• An up-to-date Official Academic transcript with a translation in English (if applicable).</li> <li>• A colour copy of the photo page of their passport.</li> </ul> <p><b>Students whose first language is not English must provide one of the following:</b></p> <ul style="list-style-type: none"> <li>• Official confirmation that the language of instruction of the home university is English, stated on an official transcript or formal signed letter on University letterheaded paper, OR</li> <li>• Completed language proficiency certificate, signed by the home university, certifying that the student’s level of English is equivalent to an IELTS overall score of 6.0 with no sub-test less than 5.5, OR</li> <li>• A copy of a recent English Language test, taken within 2 years and 5 months of the course start date. The requirements for the Exchange programme are IELTS 6.0 with no subtest less than 5.5.</li> </ul> <p>Please see all accepted English testing options on our <a href="#">English Language requirements web page</a>.</p>
<b>Entrance requirements</b>	<p>Our standard entry requirements are:</p> <ul style="list-style-type: none"> <li>• Cumulative GPA of 3.0 on a 4.0 scale*</li> <li>• English language of IELTS 6.0 with no subtest less than 5.5 or equivalent.</li> </ul> <p>*Individual courses may have specific entry requirements</p>

<p><b>How many credits should students study?</b></p>	<p>A full course load for one semester is 60 Glasgow credits.  A full course load for the full academic year is 120 credits.  Most courses are 20 credits but some can be 10, 15 or 30 credits.</p> <p>When selecting courses as part of the online application, please advise students to select more courses than the required course load of 60 credits per semester. This allows some flexibility if they cannot be enrolled on their preferred course choices due to timetable clashes, course availability or if the course is not running.</p> <p>Please note the University of Glasgow does not permit students to underload or overload. The above courseloads are University mandated.</p>
<p><b>How do students choose courses?</b></p>	<p>Students must choose courses as part of their online application.</p> <p>Courses are ranked in order of preference and when courses are academically approved students will be enrolled in these in order of preference, subject to course availability.</p> <p>Students must choose specific courses and NOT general subject areas.</p> <p>Course details can be found on our <a href="#">on our webpages</a> and students should refer to the Visiting Students Course Selection Guide when choosing.</p> <p><b>Students do not need to look at the pre-requisites on the course catalogue. These apply to degree-seeking students only.</b></p> <p>They can select courses from multiple colleges across the University, regardless of which college they have selected on their application.</p> <p>Level 1 and 2 courses are lower-level courses that require no/little previous experience.  Level 3 and 4 courses are upper-level courses that require at least two years background experience in the subject area that will be studied at Glasgow.</p> <p>Areas that are <b>unavailable</b> to visiting students are Medicine, Vet Medicine and Dentistry. Additionally, level 5 courses in all subjects are unavailable.</p> <p>Semester 1 only students <b>are not permitted</b> to take level 3 and 4 Computing Science, Maths or Stats courses due to course structure as exams take place during the semester two exam diet in May.</p> <p><b>Course choices must be submitted within the application. Courses submitted after the application has been submitted will not be accepted.</b></p>

<p><b>Can students choose to study courses out with the University?</b></p>	<p>Students can select courses at the Glasgow School of Art <u>or</u> the National Piping Centre.</p> <p>These courses cannot be selected as part of the online application process. Students will receive information and may register directly once they arrive here in Glasgow.</p> <p>Exchange students must pay an additional fee for these external courses.</p>
<p><b>What happens after the application is submitted?</b></p>	<p>Once we receive the application, students will receive feedback from the Admissions team.</p> <p>This will be either:</p> <ul style="list-style-type: none"> <li>• an unconditional offer <b>OR</b></li> <li>• a conditional offer with request for further information/documents <b>OR</b></li> <li>• a notification that their application has been unsuccessful.</li> </ul>
<p><b>Do students need to accept their offer?</b></p>	<p>Students do not need to formally accept their offer.</p> <p>However, it is important that if students decide to withdraw from the programme, they let the Visiting Students team know to enable us to update our records.</p>
<p><b>How do students find out if they have been accepted for their chosen courses?</b></p>	<p>Once students have been accepted and after applications have closed their course choices will be sent to academic Subject Coordinators for approval.</p> <p>The Visiting Students team will contact students by email, in July for semester 1/full year and December for semester 2, to advise whether they have been academically approved for their chosen course or course level. We will also advise if alternative courses have been suggested by our academic staff for any course choices that are no longer available, as courses are subject to change.</p> <p>Once your students have registered on our student records system at the University of Glasgow, the Visiting Students team and the subject offices will enrol them in courses for which they have been pre-approved, where possible. These courses will then appear on the student's timetable.</p> <p><b>**Students should not attempt to enrol themselves in courses.</b></p> <p><b>Please note course enrolments are only final once students have arrived in Glasgow.</b></p>

<p><b>Can students change their course choices?</b></p>	<p>Course changes can be requested once students arrive in Glasgow.</p> <p>Students will have until the end of our standard add/drop period in the first two weeks of teaching to make course changes.</p>
<p><b>What students have any additional support needs?</b></p>	<p>Partner institutions should contact the Visiting Students team to advise them of any students with disabilities or additional support needs. Students with a disability or additional support needs should register with our Disability Service.</p> <p>Under the Equality Act 2010 (England, Scotland, and Wales) and the Disability Discrimination Act 1995 (Northern Ireland), a person is considered to be disabled if they have a physical or mental impairment, and the impairment has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. 'Substantial' is defined by as 'more than minor or trivial'. An impairment is considered to have a long-term effect if:</p> <ul style="list-style-type: none"> <li>• it has lasted for at least 12 months,</li> <li>• it is likely to last for at least 12 months, or</li> <li>• it is likely to last for the rest of the life of the person.</li> </ul> <p>For further information about disability-related study support at the University of Glasgow, please check the Disability Service web pages: <a href="#">University of Glasgow - MyGlasgow - Disability Service</a></p> <p>To ensure that you receive disability-related study support, please register with the Disability Service: <a href="#">University of Glasgow - MyGlasgow - Disability Service - Arranging support</a></p>

## Step 2: Preparing for arrival to Glasgow

<p><b>Do students require a visa?</b></p>	<p>All students who are not UK or Irish nationals are <b>required</b> to obtain immigration permission to study at the University of Glasgow.</p> <p>There are two options available to incoming students with regards to immigration in the United Kingdom:</p> <ol style="list-style-type: none"> <li>1. Visitor Visa (for one semester stays) OR</li> <li>2. Student Visa (for study periods longer than 6 months)</li> </ol> <p>See <a href="#">here</a> for information on all visas.</p>
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<p><b>How do students register as a University of Glasgow student?</b></p>	<p>Students will be emailed in August for Semester 1 and Full Academic Year and in December for Semester 2, when online registration is open.</p> <p>This email will include details of how to log onto the student portal 'MyGlasgow' and complete the registration process.</p> <p>Students should complete academic registration as soon as possible to be enrolled in courses.</p> <p>Both academic and financial registration should be completed prior to arrival in Glasgow, where possible.</p>
<p><b>How do students apply for UofG accommodation?</b></p>	<p><b>The accommodation application is a separate process and students are responsible for ensuring they apply for accommodation. Details of how to apply for accommodation will be included in their offer letter.</b></p> <p>Students can apply for accommodation 72 hours after receiving an offer to study at the University of Glasgow. Please see details <a href="#">here</a>.</p> <p>Accommodation is not guaranteed, and students are advised to apply as soon as possible as rooms are allocated on a first come first served basis. Students are asked to list up to six choices on their application. First choices are not guaranteed due to the volume of applications.</p> <p>Further information about accommodation, including prices and contract dates can be found <a href="#">here</a>.</p>

### Step 3: Orientation and arrival

<p><b>What do students need to know about orientation?</b></p>	<p>All students are required to take part in an Orientation session before they begin their studies at Glasgow.</p> <p>Orientation will include information sessions and optional social events, organised by our International Student Support team and may be a mix of virtual and in-person.</p> <p>Details about Orientation and UofG Welcome will be emailed to students closer to the beginning of semester and include information on how to sign up for events. Further information will also be found <a href="#">here</a>.</p> <p>The Visiting Students will provide a Welcome &amp; Information course, made available on the virtual learning environment, Moodle, prior to the start of term.</p>
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	Meetings and online drop-in sessions with the Visiting Students team will be available on arrival to confirm course choices and/or address any further issues students may have.
<b>What do students do if they require healthcare while in Glasgow?</b>	<p>Healthcare in the UK is mainly provided through the National Health Service (NHS). Please refer to <a href="#">our healthcare information</a>.</p> <p>Students are strongly recommended to register with a GP on arrival in Glasgow. This is free to do and there is a <a href="#">GP surgery on campus</a> for students with an address in the catchment area.</p>
<b>Step 4: During the course</b>	
<b>What is the teaching style like?</b>	<p>International Exchange students attend courses with other British and international students and are assessed in the same manner.</p> <p>The most common form of teaching is formal lectures (particularly at Level 1 and 2) with supplementary group tutorials where discussion and group participation are encouraged.</p> <p>A significant proportion of teaching for Science and Engineering takes place in practical laboratory sessions.</p> <p>In upper-level courses, lectures are often to smaller groups of students and in some departments are replaced by tutorials and seminars.</p> <p>Assessment methods vary from course to course, but may include essay submissions, project work and end of semester exams.</p> <p><b>Students may find that they have very few contact hours and less assessment than they are used to at their home institution.</b></p> <p><b>It is important to note that higher education in Scotland places a strong emphasis on independent study.</b></p>
<b>Who should students contact for advice during studies in Glasgow?</b>	<p>The Visiting Students team are the first point of contact for any non-academic enquiries.</p> <p>Course administrators will add students to a Moodle page for each course they are enrolled on. Moodle is the University of Glasgow's virtual learning environment.</p> <p>The Moodle page will give detailed information on courses as well as useful contacts within the department.</p> <p>Students should contact the course team with any course-specific enquiries in the first instance.</p>



<p><b>What should students do if they are unable to complete assignments or attend exams?</b></p>	<p>The University operates a <a href="#">Good Cause</a> process.</p> <p>Students can use this process to let university staff know of any circumstances affecting their studies.</p>
<p><b>What support is available for personal challenges?</b></p>	<p>The University's counselling team is available to all students. Full info on the support they can offer can be found <a href="#">here</a>.</p> <p>Both the Visiting Students team and the university's Student Support Officers can signpost to resources and support services.</p>
<p><b>Step 5: Course completion</b></p>	
<p><b>Exams and assessments</b></p>	<p>Details of and deadlines for assessment are included in the course handbook for each of our courses. Exam timetables will be published on the University website during the semester.</p> <p>Exam diets are held in December for Semester 1 students and April/ May for Semester 2 students. Exam dates and deadlines can be found <a href="#">here</a>.</p> <p>It is the student's responsibility to submit assessments and attend exams punctually.</p> <p>Students should remain in Glasgow until the last day of semester and all exams and assessments have been completed.</p> <p>Permission will <b>not</b> be given for students to return home early to attend interviews, internships, or family events.</p>
<p><b>Transcripts</b></p>	<p>An official transcript will be sent to the student's home institution once results are finalised and available. This is an automatic process and students do not need to do anything to request their transcript.</p> <p>Transcripts will be sent in late February for Semester 1 students and August for Full Year and Semester 2 students.</p> <p>Please note semester one transcripts may not be fully complete as grades for certain subject areas are only ratified at end of academic year exam boards.</p>