

**International Exchange Student Fact Sheet**  
**For students studying at Alliance Manchester Business School, University of Manchester,**  
**in 2017-2018**

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### **Applications**

In order to come to Alliance Manchester Business School on exchange, students need to be nominated by their home institutions via email.

#### **Deadline for Semester 1 Applications**

Nominations to be received by 21 April 2017  
Applications from students to be completed by 19 May 2017

#### **Deadline for Semester 2 Applications**

Nominations to be received by 29 September 2017  
Applications from students to be completed by 13 October 2017

### **Application documents**

Once a student nomination has been received, the student will be contacted by email with information on how to provide the following documentation:

- Application form
- Latest academic transcript
- Scan/copy of photo/ID page of passport
- For Non-EU students, whose first language is not English, a copy of the latest English Language Proficiency Certificate

### **English Language Proficiency**

Students should be nominated who have attained a sufficient standard in English (written and oral) to enable them to understand the teaching material and to be able to effectively communicate with others. As guidance, our language entry requirement for students on full time programmes is 6.5 IELTS or equivalent with a minimum of 6 in each component. Evidence of English Language Proficiency is required for any students applying for a Tier 4 Visa to enter the UK, and whose first language is not English.

## English Language Support

There are no intensive language classes offered at Alliance MBS but English language support courses are offered by the University Language Centre. These courses do not count towards credits.

## Accommodation

The University Accommodation Office will allocate accommodation to students studying at Alliance MBS for a Full Year, Semester One or Semester Two from university halls. Students cannot be guaranteed a specific hall or the type of accommodation but can indicate a preference between a self-catered or a catered hall. The first semester contract terminates at the end of January and the full cost for the semester will need to be paid even if a student is permitted to finish at Alliance MBS in December. The second semester contract terminates in June.

Students can apply online for accommodation only after an acceptance letter from Alliance Manchester Business School has been issued with a UID number. **It is essential that once an online application has been submitted that you check emails on a regular basis as an offer is only held for a very short period of time.**

Further information about university accommodation is available at:-

<http://www.accommodation.manchester.ac.uk/>. Alliance MBS is unable to assist with private accommodation arrangements but Manchester Student Homes is a recommended contact:

<http://www.manchesterstudenthomes.com/>

## Expenses

Students should expect to spend between £35-£60 per week on food etc but this may vary according to requirements.

## Academic expenses

There are no tuition fees to be paid to Alliance MBS by exchange students. It is recommended that students should not buy any books before arrival. Books may be borrowed from the library or second hand books may be available for purchase.

## Other expenses

Local transportation, social activities and travel around UK and Europe.

## Health/Travel insurance

Free health treatment is available on the UK's National Health Service to all international students studying here for longer than six months, as well as to all students from EU countries. Students studying here for less than six months are advised to take out medical insurance before departure. This could be part of a travel policy that we would also recommend is arranged pre-arrival.

Further information on health care and useful information for all international students at UoM can be found at :-

<http://www.manchester.ac.uk/international/supportservices/arrival/>

## Visa requirements

Please check with the local UK Government office for up to date information and requirements or visit:

<http://www.ukba.homeoffice.gov.uk/studyingintheuk/>

## Support services and Student facilities

Alliance MBS Undergraduate International Team

Alliance MBS Undergraduate Services

Academic Advisory Service

Campus Sport

Careers service

Counselling service

Disability Advisory and Support Service

IT services

Library services

Occupational Health for Students

Student Services and International Advice Team

Sports facilities

Student clubs and associations

University of Manchester International Society: <http://www.internationalsociety.org.uk/>

**Alliance MBS International Programmes Society** is a student society run by final year students for the benefit of international exchange students. The society runs a mentoring scheme and various social events throughout the year.

## **Academic Calendar 2017-2018**

### **Semester 1**

Welcome Week	18 to 22 September 2017
Semester 1 teaching starts	25 September 2017
Christmas break starts	15 December 2017
Christmas break ends	15 January 2018
Semester 1 exams	15–26 January 2018
Semester 1 ends	28 January 2018

### **Semester 2**

Induction Day	26 January 2018
Semester 2 teaching starts	29 February 2018
Easter break starts	23 March 2018
Easter break ends	16 April 2018
Semester 2 exams	15 May – 5 June 2018
Semester 2 ends	8 June 2018

### **Website for courses**

Students should only choose from the Alliance MBS courses offered to exchange students and course listings are updated every year in June. Details can be found at:

<http://www.mbs.ac.uk/undergraduate/international-exchange/units-for-incoming-exchange-students.aspx>

### **Academic prerequisites**

All courses listed are available to students with a good level of Business/Management knowledge. The home institution should approve the course choices and only recommend students capable of following the chosen subjects. You should be guided by indications of pre-requisites as shown on course outlines and should ensure that equivalent pre-requisites have been fulfilled.

### **Full-time workload**

The full workload for the year is 120 Alliance MBS credits – 60 Alliance MBS credits per semester. Exchange students should take six 10 credit courses per semester but are permitted to take a minimum of five 10 credit courses with the approval of the home institution. A 10 credit course is equal to five ECTS credits. Students are not permitted to take less than five courses.

### **Semester One only students**

Students attending in Semester One only are able to choose from a selection of Semester One and Full Year courses. If students wish to leave in December and not return for the examination period in January, the home institution should complete the appropriate section on the course choice form which will be sent by AMBS as part of the application process. These students will be given special assessment arrangements in place of examinations for their chosen courses in the form of coursework/essays, group projects etc. Some extended January deadlines for submission of coursework may be given and students will be advised on the submission process following arrival.

### **Semester Two and Full Year**

Students are expected to be in attendance for all examinations. Full Year students are not permitted to take special assessments in place of examinations.

### **Examination Results**

Semester One will be released in March. Semester Two and Full Year will be released in July. All results will be sent to the home institution and will be ratified by the Board of Examiners in July 2017.

**Learning expectations** - to attend all lectures and seminars.

### **Grading system:**

70-100% Excellent, First Class Degree
60-69% - Very Good, 2.1 Degree
50-59% - Good, 2.2 Degree
40-49% - Pass, Third Class Degree
39% and below - Fail

Please note contents are subject to revision without notice. Updated January 2017