

**UNIVERSITY OF LIVERPOOL – PARTNER INFORMATION FOR 2016-17**

Study Abroad Team Staff	Responsibilities
<b>Mrs Sarah Husain</b> <b>Head of Study Abroad</b> Tel: 0044-151-794-6729 Email: <a href="mailto:sabowers@liverpool.ac.uk">sabowers@liverpool.ac.uk</a>	Erasmus+ Institutional Co-ordinator Strategy and policy for Study Abroad
<b>Mr Rich Dunning</b> <b>Study Abroad Manager</b> Tel: 0044-151-795-4025 Email : <a href="mailto:rdunning@liverpool.ac.uk">rdunning@liverpool.ac.uk</a>	Complex Student queries Agreeing number of Semesters for each Academic Year Visits to/from the University of Liverpool
<b>Mrs Luisa Ainsworth (Maternity Leave)</b> <b>Miss Nia Evans</b> <b>International Partnerships Officer</b> Tel: 0044-151-795-3138 Email: <a href="mailto:saagree@liverpool.ac.uk">saagree@liverpool.ac.uk</a>	Responsible for partnership agreements and renewals
<b>Ms Christina da Silva</b> <b>Study Abroad Co-ordinator</b> Tel: 0044-151-794-6982 Email : <a href="mailto:erasmus@liverpool.ac.uk">erasmus@liverpool.ac.uk</a>	Overall administration for inbound students
<b>Miss Aimee Campbell</b> <b>Study Abroad Co-ordinator (secondment)</b> Tel: 0044-151-794-3039 Email: <a href="mailto:goabroad@liverpool.ac.uk">goabroad@liverpool.ac.uk</a>	Overall administration for outbound students
<b>Mr Ben Bose</b> <b>Graduate Intern</b> Tel: 0044-151-795-5508 Email: <a href="mailto:benbose@liverpool.ac.uk">benbose@liverpool.ac.uk</a>	Social media, web development, general assistance to Study Abroad Team
<b>Hannah Lewis</b> <b>Study Abroad Assistant</b> Tel: 0044-151-795-5508 Email: <a href="mailto:saeng@liverpool.ac.uk">saeng@liverpool.ac.uk</a>	General administration for the Study Abroad Team
Study Abroad Team (SAT) Marketing and Communication Department Foundation Building Brownlow Hill, Liverpool L69 7ZX United Kingdom	Main website: <a href="http://www.liv.ac.uk">http://www.liv.ac.uk</a> Incoming Students webpage: <a href="http://www.liv.ac.uk/incomingexchange">http://www.liv.ac.uk/incomingexchange</a> Facebook: <a href="http://www.facebook.com/uolstudyabroad">www.facebook.com/uolstudyabroad</a> Twitter: <a href="http://www.twitter.com/livuniandabroad">www.twitter.com/livuniandabroad</a>

### Application procedure

1. Partner to nominate student individually online via:  
[https://www.service4mobility.com/europe/BewerbungServlet?identifier=LIVERPO01&kz\\_bew\\_art=IN&kz\\_bew\\_pers=S&aust\\_prog=NOM&sprache=en](https://www.service4mobility.com/europe/BewerbungServlet?identifier=LIVERPO01&kz_bew_art=IN&kz_bew_pers=S&aust_prog=NOM&sprache=en)
2. Student to complete initial online application form, followed by steps in Mobility-Online.  
 Full details at: <http://www.liv.ac.uk/study/international/incomingexchange/incoming-applying/>
3. Student should complete module choices after consulting the Guide to Choosing Modules at: <http://www.liv.ac.uk/study/international/incomingexchange/incoming-applying/>
4. ALL NOMINATIONS/APPLICATIONS MUST BE SUBMITTED THROUGH OUR ONLINE SYSTEM
5. Study Abroad Team send student's module choices to Academic Department for review (please note that this can take up to 4 weeks)
6. Study Abroad Team inform student of the outcome of their application

### Deadlines

Semester 1 and Full Year Applications: **15<sup>th</sup> May (nominations open March)**

Semester 2 Applications: **15<sup>th</sup> November (nominations open September)**

### Required Supporting Documents

1. Copy of passport information page or, for EU students only, a copy of the National Identity Card
2. Proof of English language ability (if not a native English speaker, see table overleaf) – letter from Erasmus+ office will be acceptable confirming student's level of English language proficiency equivalent to CEFR B2 minimum
3. Official Transcripts **in English**:
  - a. Non-EU citizens coming for one semester only and/or students from Erasmus+ Partners may have their transcript translated by their Home University
  - b. Students who are not EU-citizens and who will be studying in Liverpool for the full year must provide transcripts translated by an official, notarized translator

### English Language Requirements

All students who are not native English speakers must show that they have a minimum level of English. We accept (amongst others) the following qualifications (any qualification may not be more than 2 years old):

	<b>Science and Engineering</b>	<b>Humanities and Social Sciences</b>	<b>Medicine and Health Sciences</b>
<b>IELTS</b>	6.0	6.5 (no other element lower than 5.5)	7.0 (no other element lower than 5.5)
<b>Cambridge ESOL level Advanced/Proficiency</b>	B/C	AB/C	B/C
<b>TOEFL iBT</b>	88 with minimum scores in components as follows: Listening and writing: 21, Reading: 22 and Speaking: 23	88 - 89 with minimum scores: Listening and writing:21, Reading:22 and Speaking: 23	90 - 100 with minimum 24 in speaking and 22 in writing, reading and listening
<b>EU students only: A letter from your University confirming your ability under the Common European Framework (CEF)</b>	B2	B2	C1
<b>Pearson Test of English Academic (PTE Academic)</b>	55 with minimum score of 51 in any component	62 with minimum scores of 51 in each component	62 with minimum scores of 51 in each component (not valid for Medicine)

#### IMPORTANT NOTE:

Students who are not native English-speakers but are studying at exchange partners in the **USA, Canada or Australia** and have completed a **full year** of studies at the partner university at the **time of application** may, in lieu of a formal qualification, provide a satisfactory signed reference on **official university letter headed paper** from their Home University which comments on the ability of the student **across the 4 components** of English Language.

<b>Academic Year (2016-17)</b>		
<b>FROM</b>	<b>TO</b>	
Welcome Week	Monday 19 September to Friday 23 September	
Monday 26 September 2016	Friday 16 December 2016	12 weeks teaching
Monday 19 December 2016	Friday 6 January 2017	3 weeks break
Monday 9 January 2017	Friday 27 January 2017	3 week assessment period
Monday 30 January 2017	Friday 31 March 2017	9 weeks teaching
Monday 3 April 2017	Friday 21 April 2017	3 weeks break
Monday 24 April 2017	Friday 12 May 2017	3 weeks teaching
Monday 15 May 2017	Friday 2 June 2017	3 week assessment period
<b>Visa requirements for international students (Non-EU)</b>		
<p>Non-EU students who will be studying at the University of Liverpool for 6 months or less will require a Student Visitor Visa in order to enter the UK and study.</p> <p>Non-EU students who will study at the University of Liverpool for a Full Academic Year or who will undertake clinical rotations will require a Tier 4 Visa.</p> <p>Offer Letters and Tier 4 CAS Statements are produced by the Study Abroad Team and sent directly to the students' email address.</p>		
<b>Travel Insurance</b>		
<p>Students are expected to arrange their Travel Insurance and Health insurance in their own country.</p> <p>EU students must bring a valid European Health Insurance Card with them</p>		

### Students with Disabilities

The Study Abroad Team and The Disability Support Team (DST) work closely together to make sure that Disabled Erasmus+/International Exchange Students are supported within their academic studies. Please declare your disability on your Study Abroad application form so that the University can make reasonable adjustments to allow you to concentrate on your studies and support your independence.

Please visit the DST website: <http://www.liv.ac.uk/studentsupport/disability/index.htm>

### The Liverpool Grading System

Credits are rewarded when a course has been fully completed and any required examinations have been successfully taken and/or coursework submitted.

University of Liverpool grade	Classification in British Universities
70 - 100	First Class degree
60 - 69	2.1 – Upper Second Class
50 - 59	2.2 – Lower Second Class
45 - 49	Third Class
40- 44	Pass Degree*
0- 39	Fail

\*Passed the minimum for graduation but did not achieve honours

### Accommodation

#### Semester only students

Students staying in Liverpool for only one semester can apply for a self-catered, single study bedroom in our Study Abroad Village, located in Melville Grove and Tudor Close. Around 350 rooms are available and are shared between incoming and outgoing students, creating a truly international atmosphere.

Accommodation in the Study Abroad Village is not guaranteed, and where necessary preference is given to incoming exchange students from partner universities outside of the EU.

**\*For students staying for a short period please note that the contract for the University halls of residence will cover the whole semester and not necessarily the months students are staying.**

#### Full year students:

Students staying for a full year may apply for a room in any of our Halls of Residence, including the Study Abroad Village.

**Students should not come to Liverpool without somewhere to stay. There are hotels and hostels near the campus. Please note that any deposit made is not refundable.**

**Please advise students *not* to contact the Accommodation Office directly. Accommodation information and deadlines for applying will be sent to students whose applications have been accepted.**

### Finance

Living expenses in Liverpool are low compared to many other UK cities. Students are advised to budget between £6,000 and £7,000 to live in Liverpool for a year. This includes accommodation, food and local travel.

### Buddy Scheme

SAT organises a "Buddy Scheme" to help students to integrate faster to the exchange programme. Students will receive information in due course.

**For further details of the Study Abroad Programme please advise students to read our Handbook for Incoming Study Abroad Students, Guide to Choosing Modules etc.**

**These can be found at:**

<http://www.liv.ac.uk/study/international/incomingexchange/incoming-applying/>