



Information for Partner Institutions Incoming Postgraduate Exchange Students 2020-21



Address Aston Business School
Aston University
Aston Triangle
Birmingham
B4 7ET
United Kingdom

Website www.aston.ac.uk

Erasmus Institution Code UK BIRMING 01

KEY CONTACTS:

Aston Business School
Executive Dean

Professor George Feiger
Email Susan Lord
Email: s.lord@aston.ac.uk

Associate Dean
International

Prof. Frank Austermuehl
Email: f.austermuehl@aston.ac.uk

International Relations
Manager

Selena Teeling
Email: s.teeling@aston.ac.uk

Postgraduate Student
Development Lead

Elsa Zenatti-Daniels
Tel: ++44 (0)121 204 3279
Email: abs_exchange@aston.ac.uk

Student Support Co-ordinator -
Incoming Students

Tel: ++44 (0)121 204 5454
Email: abs_exchange@aston.ac.uk

Student Support Co-ordinator
- Outgoing Students

Tel: ++ 121 204 5454
Email: bss_support@aston.ac.uk



Contents

Academic Information

Important Dates	2
Entry Requirements	4
Application Procedures: 1 or 2 Term Exchange	5
Application Procedures: Double Degree Students	7
Credits and Course Layout	8
Study Methods and Grading System	9
MSc Module Selection: 1 or 2 Term Exchange	10
Course Selection: Double Degrees	11
The Aston Edge (MSc Double Degree)	13

Practical Information

Visas and Health Insurance	16
Accommodation	18
Support Facilities	21
Student Life at Aston	22
Employments and Careers Services	23
Health and Well Being at Aston	24

Academic Information



Important Dates

APPLICATION DEADLINES

The nomination deadline for the fall term will be **15 June 2021** and the application deadline will be **5 July 2021** for double degree and Term 1 exchange students. TOEFL, IELTS and final academic results will normally have to be received by the application deadline.

The nomination deadline for exchange students joining us in Term 2 (Spring Term) will be **1 October 2021** and Application deadline will be **20 October 2021**.

ASTON UNIVERSITY ACADEMIC YEAR

The Postgraduate Programme's Academic Calendar for 2021/22 is currently as follows (please note there may be changes to these dates):

September Start:

Term 1	
Induction (compulsory)	20th September – 26 th September 2021
Teaching	27 th September – 10th December 2021
Assessments (compulsory) Exams & Coursework	13th – 17th December 2021
Christmas Holidays	20th December 2021 – 10 th January 2022

Term 2	
Induction (compulsory)	4th January - 8th January 2022
Teaching	10 th January – 18th March 2022
Assessments(compulsory) Exams & Coursework	21st - 25th March 2022

Term 3 (Double Degree Students Only)	
Teaching	28th March – 1st April 2022
Easter Holidays	4th – 22 nd April 2022
Teaching Resumes	25th April – 1st July 2021

January Start (for Double Degree students joining in January 2022):

Term 1	
Induction (compulsory)	4th January – 8th January 2022
Teaching	10 th January – 18th March 2022
Assessments (compulsory) Exams & Coursework	21st – 25th March 2022

Term 2	
Teaching	28th March – 1st April 2022
Easter Holidays	4th – 22 nd April 2022
Teaching Resumes	25th April – 24th June 2022
Assessments(compulsory) Exams & Coursework	27th June – 2nd July 2022

Term 3 (Double Degree Students Only)	
Course Specific Workshops and Experiential Learning Streams + Dissertation Data Collection	4th July – 9th September 2022
Re-sit Week	12th – 16th September 2022

DATES OF RELEASE OF RESULTS

The release of provisional & final results will be made available in the following term after your period of study. Please note that the release of results are currently indicative only (they will be set over the summer).

Term 1 Exchange: Provisional Results will be released within 4 term time weeks (3rd week in January 2022)

Final Results will be released in early March 2022

Term 2 Exchange: Provisional Results will be released within 4 term time weeks (week commencing 25th April 2022)

Final Results will be released in late June 2022

A very few modules have coursework submission deadlines which are too late for the release of results as shown above. Please be careful when making your module choices if the date you get your results is inflexible.

Entry Requirements

DOUBLE DEGREE STUDENTS

Academic results (copy of Bachelor / Master degrees' transcripts will be required):

A minimum overall GPA of 13/20 (or equivalent)

AND

One of the following English tests dated no later than September 2019:

We accept a wide range of English language qualifications including:

- IELTS Academic – Minimum overall score of 6.5 with 1 band at 5.5 as a minimum. Other bands at 6.0 and above
- TOEFL – Minimum overall score of 93 with no less than 23 in writing, 19 in speaking and listening and 18 in reading
- PTE Academic – Minimum overall score of 58 with 1 band at 42 as a minimum and other bands at 50 and above
- TOEFL iBT Home Edition
- Password
- Duolingo English Test – Minimum overall score of 110 with a minimum of 85 in each sub-score

Additional information and exemptions can be found on our [website](#)

ONE OR TWO TERMS EXCHANGE STUDENTS

Overseas students wishing to join Aston for 1 or 2 terms and travelling with a **Visitor Visa** can either submit English test results as indicated above or will be able to use a letter from their school confirming that their level of English is equivalent to level C1 of the CEFR and sufficient to meet the demands of an English-taught Masters programme.

Overseas students wishing to join Aston for 1 or 2 terms and travelling on a **Tier 4/ Student Visa** will need to provide English test results as indicated above. A letter is not sufficient in this case.

NOMINATION PROCEDURES

To nominate an exchange student to Aston University, please click the link below to enter our Moveon nomination portal.

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

If you do not already have a log in, please register using the right-hand panel. You will be sent an automated email containing a link to confirm your account – please click this and your account will be ready to use immediately.

To complete a student nomination, log in and click “Start a new application”. Please read the information page and enter the nomination section. Complete the following areas for each individual student you are nominating.

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

Please then click submit and a PDF of your nomination will be generated. We will then contact the student directly with details on how they can complete their application.

Please contact international@aston.ac.uk if you have any queries regarding the process.

APPLICATION PROCEDURES—1 & 2 TERM STUDENTS

PLEASE NOTE: you must check with your school that you have been officially nominated. Online forms received without prior nomination will not be processed.

Application Form: You will need to apply online from our website:

<http://www.aston.ac.uk/study/postgraduate/apply/>

Under “How to apply”, select “Exchange Programmes”

Select University School: **Aston Business School**

Select Entry Month: **All (Term 1 start date) OR January (if you are starting in Term 2)**

Select Attendance Type: **Full Time – Visiting/Exchange**

Select Degree Type: **All**

Select Degree Programme: **Exchange students joining Aston for one or two terms only will be registered on the ABS Master Exchange Programme. Please select one of the following options depending when you are joining Aston and whether you are coming for one or two academic terms:**

ABS Master Exchange Programme – 1 Term (September start)

ABS Master Exchange Programme – 2 Terms (September start)

ABS Master Exchange Programme – 1 term (January start)

ABS Master Exchange Programme – 2 Terms (January start)

When creating your new account please ensure that you provide us with a valid and accurate email address as most of the correspondence from Aston will be sent via email. You will be automatically logged in after this and be able to start your application immediately.

Nomination and Application Procedure

Please note that you must attach all supporting documents before submitting your application, as you will be unable to attach them afterwards. The required supporting documents which you must submit with your application are:

- 1 Your CV
- 1 An officially translated transcript of all results to date (including undergraduate IF your postgraduate results are not available)
- 1 One reference from an academic referee
- 1 Proof of English language proficiency (refer to the Entry Requirements Table)

You can elect to 'Save and Return Later' at any point of the process, at which point you will be sent an email giving details on how to return to your application later. Your application is not finalized until you submit it by clicking the Submit button. **As soon as you have submitted your online application (or if you encounter any problems) please email your application ID numbers to the International and Student Development Team.**

Confirmation of a place: Once your application has been checked you will be emailed your official offer letter which will confirm your place, and let you know how to apply for accommodation.





PLEASE NOTE: You must first check with your school that you have been officially nominated. Online forms received without prior nomination will not be processed.

Application Form: To apply for any of the MSc courses that we offer, you will need to apply **online** from our website:

<http://www.aston.ac.uk/study/postgraduate/apply/>

Select University School: **Aston Business School**

Select Entry Year: **2021/22**

Select Attendance Type: **Full Time – Visiting/Exchange**

Select Degree Type: **Postgraduate Taught**

Select Degree Programme: **Please select the MSc programme you wish to apply for as your first choice. Please only apply for one MSc programme within Aston Business School. You may list a second choice of course in your personal statement.**

When creating your new account please ensure that you provide us with a valid and accurate email address as most of the correspondence from Aston will be sent via email.

You will be automatically logged in after this and be able to start your application immediately.

Please note that you must attach all supporting documents before submitting your application, as you will be unable to attach them afterwards.

The required supporting documents which you must submit with your

- 1 application are: Your CV
- 1 A copy of your Bachelor degree certificate
- 1 An officially translated transcript of all results from your Bachelor degree (students from French Grandes Ecoles should provide the transcripts for both years of classes preparatoires)
- 1 An officially translated transcript of results to date from your Masters degree
- 1 Two references, at least one of which is from an academic referee (applicants without work experience may submit two academic references)
- 1 Proof of English language proficiency (refer to the Entry Requirements Table)

You can elect to 'Save and Return Later' at any point of the process, at which point you will be sent an email giving details on how to return to your application later.

As soon as you have submitted your online application (or if you have any problems) please email your Student number to the International and Student Development Team.

Confirmation of a place: Once your application has been checked you will be emailed your official offer letter which will confirm your place, and let you know how to apply for accommodation.

Credits and Course Layout



ECTS CREDITS

ECTS Credits describe the student workload required to complete course units. They reflect the quantity of work each course unit requires in relation to the total quantity of work necessary to complete a full academic year, and therefore they are a relative rather than an absolute measure. Please refer to the module outlines for details of the ECTS credit values allocated for each module and the dissertation for a specific Masters course.

Please note that although partners should use the ECTS credit rating to work out the workload of their students at Aston, they should NOT use ECTS grades. The Aston local results are far more representative of students' performance at Aston.

MODULARISATION OF ASTON CURRICULUM

The year is divided into three terms, ranging from 12 to 13 weeks long.

All postgraduate taught study programmes are organised over the first two terms with an examination period at the end of December for term 1 modules and the end of April for term 2 modules, following the Easter vacation period. Term three is dedicated to the Masters dissertation and soft skills.

Each student will study 8 modules a year (depending on the Masters programme they have registered for) if they are registered on a double-degree. Generally, each module runs for one term, studied in 2 hours plus 1 hour sessions per module per week, together with private study, group work and assessment) and is worth 15 Aston credits – equivalent to 7.5 ECTS credits. On some courses modules may be taught over 2 terms. Students attending Aston for one or two academic terms will be able to study up to 5 modules per term although we normally recommend a maximum workload of 4 modules.

Assessments by examination take place in December for term 1 modules and April for term 2 modules. In all cases, coursework assessments are submitted at the start of the following term (January and May). **Re-sits take place week 24 – 29 August and only at Aston University as we cannot arrange overseas exams.**

The Masters dissertation is submitted in the middle of September.



Contact hours and assessment

The majority of modules consist of ten weeks of study, including a revision week, with a total of three hours of lectures/seminars/workshops etc. per week. All modules are assessed either by a 2-hour or 3-hour examination and/or by the submission of coursework.

The weekly sessions give students a minimum weekly time-tabling commitment of 12-15 hours which take place between 9.00am and 9.00pm. Including further reading, preparation of coursework, group work and development of presentations each module is likely to require another 30 or more hours a week.

All coursework is submitted online.

When making your module selections please be aware that some may contain written assessments (coursework) which are due to be submitted after the official end of term. You can view the submission deadlines on each module outline.

Dissertation (Double degree students only)

All MSc programmes include a dissertation which forms a substantial element of the course both in terms of workload and assessment weighting. The dissertation (guideline 10-20,000 words depending on MSc programme) is undertaken from the end of the second term and is submitted in mid-September. However, work will begin during the first and second terms, when a topic for the dissertation is identified, an academic supervisor is allocated, a work plan and dissertation summary/proposal are produced and an ethical approval for the proposed research is obtained in conjunction with the dissertation supervisor.

Grading System

Grade		Mark
A+	=	75% +
A	=	70 – 74%
B+	=	65 – 69%
B	=	60 – 64%
C+	=	55 – 59%
C	=	50 – 54%
F	=	Less than 50%

Please note that students on the double-degree may be allowed to pass up to two modules with a mark of 45% or above depending on the regulations for their course.

ABS MASTER EXCHANGE PROGRAMME

Exchange students joining Aston for one or two terms, either in Term 1 (September to January) or Term 2 (January to April) will be enrolled on the ABS Master Exchange Programme. This will give them the possibility to select from a list of more than 40 modules from the MSc Degree Programmes listed in the double-degree options.

The number of modules that can be selected must be agreed in advance with the home institution but students must register for at least two modules. The number of ECTS credit load for each module can vary but students will be able to study up to four modules which will represent a MAXIMUM of 60 Aston credits (30 ECTS credits) per academic term. This will determine the total number of courses that can be selected. In some circumstances we may exceptionally allow students to study up to five modules if required by the home institution.

When making their module selections, students should note that some electives will assume knowledge of topics covered in other modules. If these pre-requisites have not already been studied, students will not be able to register for that module. The responsibility for ensuring that any stated pre-requisite modules have been completed lies with the student. Information on pre-requisites can be found in the Module Outlines. If any of the modules selected have pre-requisites, students will need to note this on the “Module Choice / Evidence of Prior Learning” form and attach evidence of prior learning. This form must be signed and stamped by the home institution.

REGISTERING FOR MODULES

A Module Choice Form listing available modules and their scheduled running will be made available before the start of each academic year. The provisional teaching schedule will be made available in Autumn and the definitive teaching schedule as soon as possible. We will endeavour to publish provisional module choices for Term 1 (September to December) as soon as they become available.

Students will need to complete the form indicating their selection, and if appropriate providing evidence of prior learning. The form will need to be signed and stamped by the home institution and returned before the start of term.





Aston Business School Postgraduate Programme currently offers 27 specialised Master degrees. Students seeking the Double Degree on the Aston Business School MSc Programme must follow the prescribed syllabus of their chosen course and cannot substitute modules from other courses.

All courses run over 12 months. The dissertation is included as a 'module'.

Students seeking to enrol on the MSc in Finance & Investments and the MSc in Investments Analysis will have to provide additional documentary evidence to demonstrate a high level of quantitative skills (e.g. transcripts from classes préparatoires) as well as a background in economics.

Students enrolling on the Aston Business School MSc in International Business will have to cover the cost of the study visits organised for this programme if they wish to attend them. Students enrolled on the MSc in Strategy in International Business who select to study the BSM934 Advanced Topics in International Business module where attendance on a Study Visit abroad is an option, will have to bear the full cost of the visit if they wish to attend.

Alternatively, you can type the name of the course into the search bar on the top right of the Aston University website.

MSc Business Analytics	(September and January Start)
MSc Business & Management	(September and January Start)
MSc Information Systems & Business Analysis	(September and January Start)
MSc International Business	(September and January Start)
MSc Entrepreneurship	(September Start)
MSc Strategy and International Business	(September and January Start)
MSc Strategic Marketing Management	(September and January Start)
MSc Accounting & Finance	(September and January Start)
MSc Business Economics & Finance	(September Start)
MSc Finance	(September Start)
MSc International Accounting & Finance	(September and January Start)
MSc Investment Analysis	(September and January Start)
LLM: International Commercial Law	(September and January Start)
MSc Human Resource Management	(September and January Start)
MSc Business Psychology	(September and January Start)
-	
MSc in Crisis and Disaster Management (NEW)	(September and January Start)
MSc in Global Operations and Services Management (New)	(September and January Start)

NEW:

[MSc DEGREES FOR THE FUTURE BUSINESS LEADER](#)

This allows students to design their degree to suit their personal and professional career aspirations.

Please note these programmes are for **September** start only.

Degrees

[MSc Entrepreneurship and Analytics](#)

[MSc Leadership and Entrepreneurship](#)

[MSc Leadership and Analytics](#)

[MSc Marketing and Analytics](#)

[MSc Marketing and Entrepreneurship](#)

[MSc Marketing and Leadership](#)

[MSc Marketing and Strategy](#)

[MSc Strategy and Analytics](#)

[MSc Strategy and Entrepreneurship](#)

[MSc Strategy and Leadership](#)

THE ASTON GLOBAL ADVANTAGE PROFESSIONAL DEVELOPMENT PROGRAMME DOUBLE DEGREE EXCHANGE

Business skills for life: the essential Aston Global Advantage Programme.

<https://www2.aston.ac.uk/study/postgraduate/taught-programmes/abs/the-aston-global-advantage>

The Aston Global Advantage Professional Development Programme (PDP) is an integrated module that forms part of your MSc taught course from day one. This compulsory module runs throughout the academic year. We have designed it around knowledge through practice - to enhance your employability as you customise the PDP experience to suit your own learning goals and skills development needs.

We take a multidimensional, qualitative and individually tailored approach. Using reflective models, we integrate a competency-based framework into our existing academic programmes. You will engage with different kinds of experiential learning, such as skills workshops, work-based experience, business simulations and study abroad and develop your own unique skillset.

This pathway between theory and the world of work brings together Aston's faculty, careers practitioners and business and academic partnerships teams to help you step into your future careers as culturally aware, global professionals.

CAREER AND PERSONAL DEVELOPMENT

Employability is at the very heart of what we do at Aston. During your time on one of our programmes you will receive dedicated support to enable you to find global employment opportunities. You will develop the skills needed to gain the right role for you and to make an impact from day one.

We provide a range of activities to support your career and personal development as well as individual guidance and one-to-one support for career planning and job applications.

We also work closely with employers and work experience providers to source opportunities and match them to our postgraduate students.





Practical Information



VISAS AND HEALTH INSURANCE

Students from outside the UK will need to make sure that they have the necessary visa to enable them to study in the UK. Once you have received your offer of a place from the University you should check that you have a valid passport for the period of study in the UK. Most students will also need to apply for entry clearance (often called a "visa") to the UK. For further information you can visit <https://www.gov.uk/government/organisations/uk-visas-and-immigration> website, which explains who needs to apply for entry clearance before travelling to the UK. You can also download the application forms as well as find out where your nearest British Embassy or High Commission is.*



From the 1st January 2021, all EU/EEA (Except Irish Nationals) nationals who did not enter the UK before 31st December 2020, and non-EU/EEA overseas nationals are required to apply for a Student visa to undertake a full-time course at Aston University. Further information can be found here:

<https://www2.aston.ac.uk/current-students/hub/iss/visas/new-students-applying-for-a-tier-4-visa-overseas>

If you are an EU/EEA National who did enter the UK before 31st December 2020, please refer to this [page](#) for advice about the "EU Settlement Scheme".

Exchange students joining Aston for 6 months or less will apply for a **Visitor Visa**. Additional information on the Visitor Visa can be found on the Aston University website at:

<https://www2.aston.ac.uk/current-students/hub/iss/visas/short-term-study-visas>

If you accept our offer of a place to study at Aston University, our team of qualified immigration advisers will be able to advise you on a range of visa and immigration issues, and help you apply for your Student visa. This is a free service. [Contact us for help and advice or to arrange an appointment](#)

The Hub Advice Zone at Aston University has experienced and highly regarded International Student Advisers who provide free help and advice about visas for studying at Aston University and for working in the UK after your studies. They can offer help and support via email, telephone, Skype and web chat. For more information on how to contact an adviser please see <https://www2.aston.ac.uk/current-students/hub>

Other useful sources of information include the UKCISA's information leaflet which explains how to apply for a student entry clearance - <http://www.ukcosa.org.uk/student/immigration.php>

Medical Insurance

Students entering on a Tier 4 / Student Visa (Double Degree students) will need to pay an Immigration Health Surcharge as part of their visa application.

Students coming to the UK for less than 6 months will not be asked to pay the Immigration Health Surcharge to help cover healthcare costs in the UK. This means that if you require certain healthcare services in the UK, such as hospital aftercare, then you will be liable to pay for this and this can be extremely expensive.

We highly recommend that before you travel to the UK, you arrange private medical insurance to cover medical costs in the UK should you require it. Please see [this page](#) for further information.

You can find more information about accessing healthcare in the UK on UKCISA's website- <http://www.ukcisa.org.uk/Information--Advice/Living-in-the-UK/Health-and-healthcare>

ERASMUS PROGRAMME:

For accurate and up to date information please see the [Brexit Updates](#) section on our website. The University is regularly maintaining the information on our [website](#), however if students have any questions at all about the UK's withdrawal from the European Union, they can contact erasmus@aston.ac.uk



ON-CAMPUS ACCOMMODATION / UNIVERSITY RESIDENCES

Students attending for the whole academic year:

Aston University guarantees ASV accommodation to the first 40 full year (3 terms) Exchange student applicants, fulfilling the criteria set out below:

- They apply to Aston University as a full-time student for the full academic year by 18th June 2021.
- Aston University has confirmed their application by the 2nd July 2021.
- They have applied for accommodation through the online portal by the 31st July 2021.

Full time Exchange and Erasmus applicants may choose a 45.43 week Tenancy Agreement only. Further details and Tenancy Conditions can be found on our accommodation partner's (Unite Students) website.

Please note: the ISD Office are unable to answer any queries related to accommodation applications and you must address all accommodation queries to accom@aston.ac.uk.

VERY IMPORTANT:

During Term 3, and as part of the Professional Development Programme, students will have the opportunity of undertaking work-based experiences away from Aston University Campus. This could include internships of up to 6 months which may entail moving to another city or country. Please note that if you are staying in University Residences with Aston Student Village, you will not be released from your accommodation contract until it runs its course. If the internship option is something you may wish to consider as part of your course, you should therefore prioritise accommodation in the private sector which would offer more flexibility.

Students attending for Term 1 and/or Term 2 only:

Aston University guarantees ASV accommodation to the first 20 part year (one semester) Erasmus and Exchange student applicants each semester, fulfilling the criteria set out below:

- They apply to Aston University as a part year exchange student for the 1st semester (September 2021 to January 2020) by 18th June 2021.
- Aston University has confirmed their application by the 2nd July, 2021.
- They have applied for accommodation through the online portal by the 31st July, 2021.

These 20 rooms will be available for 20 starters on the exchange programme in January 2022 by booking through the Aston Accommodation portal.

Unsuccessful applicants for the 20 part year Exchange rooms will not be able to be accommodated on campus. Please contact the Students' Union (Aston Student Homes) for assistance in finding off-campus accommodation, or visit their website for further information on recommended accommodation providers in Birmingham.

You can apply through the University by clicking [here](#) (follow the big link at the top to apply). **You need your student ID number**. A 'How To' guide is available [here](#). **Please be aware that Aston Student Homes do not manage or allocate these rooms. For any further queries about ASV please contact the University Accommodation Team on 0121 204 3618 / accom@aston.ac.uk**

Aston Student Village will be unable to confirm any remaining on-campus availability to exchange students until mid-October 2021

PRIVATE ACCOMMODATION

Most exchange students registering for either Teaching period 1 (September – December) or Teaching Period 2 (January – April) will not be able to live on campus. We do however provide support for seeking alternative accommodation in Birmingham.

Aston Students' Union (SU) is an independent charity ran by students for students.

Aston SU operates Aston Student Homes to support students looking for accommodation in Birmingham www.astonsu.com/housing/astonstudenthomes/exchange/ You can contact Aston Student Homes on: astonstudenthomes@aston.ac.uk.

Aston Student Homes has a relationship with all providers and landlords who advertise on Aston Student Homes. Aston Student Homes also checks and maintains copies of safety certificates and licences so that students can have more confidence in the property.

General Advice from Aston Student Homes:

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

Off-campus accommodation types:

- Private student halls – these are similar to University campus accommodation but are run by commercial companies.
- Shared houses – sharing a house with other students in Birmingham.
- Private apartment or house – living on your own in Birmingham City Centre or surrounding areas.

Hamstead Campus

Some of our international students have in the past been able to find short-term student accommodation (for 20 weeks) at Hamcam (Hamstead Campus) who are registered student providers with Aston Student Homes. They are not located on campus but are a short bus ride away. They have limited availability.

Property address: 138 Friary Road, Handsworth Wood, Birmingham B20 1AP.

Please see their website: www.ham-cam.com/

Email: enquiries@ham-cam.com

Tel: (0)121 554 7213

Please have a look at what Hamcam have to offer and decide if it could be suitable for you.

Aston Student Homes is the official accommodation support service for Aston students. Click [here](#) and select short lets under contract type to start your accommodation search. Aston Student Homes have checked the gas, electrical and energy performance certificates for these properties.

Please note, it can be difficult to find a short term let especially for Teaching Period 1 only. This is because most landlords want to let their property for the whole academic year.

We recommend that you do not transfer or hand over any money until you arrive in the UK and have seen the property/room for yourself. For this reason we suggest that you arrive in the UK early to give yourself time to view properties and areas. Some of our international students prefer to stay in temporary hostel / hotel accommodation while they are looking for somewhere more permanent to live. This helps to prevent any issues or disappointment. For tips on how to avoid rental scams please click [here](#).

Please be aware that if you take on a tenancy for longer than the period you require you will usually be liable for the rent for the whole period unless you can find a suitable replacement. As there is no guarantee that you would find a suitable replacement we cannot recommend this option.

We must emphasise that although Aston Student Homes do their best to offer guidance, they are not able to find and place students into rooms or book hotels for them. ***It is your responsibility to secure accommodation and find out what options may be available to you.***

If you have any questions please don't hesitate to contact Aston Student Homes on 0121 204 4893 / astonstuenthomes@aston.ac.uk

Please read the following information regarding rental fraud:

<http://www.actionfraud.police.uk/fraud-az-rental-fraud>

Landlords need to check that someone has the right to live in the UK before letting a property to them. You can help the process run smoothly and make yourself an appealing tenant by having the required documents ready for inspection. Please refer to the link below to see how the Government has advised landlords and which documents will be required.

<https://www.gov.uk/check-tenant-right-to-rent-documents/who-to-check>

If you have issues with accommodation or housing rights whether you are living on campus or off campus you can contact Aston SU's independent advice service known as the Advice and Representation Centre (ARC) on advice@aston.ac.uk . No issue is too big or too small.



Support Facilities

At Aston University there are a range of services to support students with both academic issues and personal issues. Highlighted below are a range of key support services. Further information can be found in the Quick Guide for New Students which is provided to all students beginning their studies at Aston Business School.

The Hub located on the Upper Ground Floor of the Main University Building is your first port of call for non-academic advice and support.

+44 121 204 4007, e-mail: thehub@aston.ac.uk, <http://www.aston.ac.uk/current-students/hub/>

The Team of dedicated International Students Advisers is located in The Hub.

The **Advice & Representation Centre (ARC)** at Aston Students' Guild provides students with information, advice and representation. If you are phoning from outside the UK please phone +44 121 204 4848. Email arc@aston.ac.uk or go to <http://www.aston.ac.uk/union/welfare/arc/>

Library & Information Services (LIS) provides a comprehensive service to support learning and research needs throughout your study here at Aston. The Library provides books, journals, reports and statistics for students to consult and borrow. Many of the journals and other sources of information are also available electronically.

Tel: +44 121 204 4525, email: library@aston.ac.uk, www.aston.ac.uk/lis



The **Learning Development Centre** offers a range of support options for all aspects of your academic study and key study skills, from group sessions, one to one sessions and drop in support sessions. The LDC is based on the first floor in the Library.

+4412120430

e-mail: lsc@aston.ac.uk

<http://www.aston.ac.uk/current-students/academic-support/lsc/>

Within Aston Business School there are a number of sources of support all dedicated to helping students get the most out of your time studying at Aston. As well as all academic staff offering 'Office Hours' every week, where you can sign up to talk to them about the academic aspects of your time at Aston University, we also have support staff based within the Postgraduate Programme Office available for you to talk to from Monday to Friday, throughout the year.

TEN REASONS FOR CHOOSING ASTON UNIVERSITY:

1. Aston is a top 30 University in all major UK league tables (Complete University Guide, Guardian, Times/Sunday Times)
2. We have top partner institutions from all over the world— find out information about Aston specific to your country here <http://www.aston.ac.uk/international-students/your-country/>
3. Birmingham is Britain's second city
4. Aston's green, self-contained campus is just five minutes' walk from the city centre.
5. Birmingham is internationally recognised as a leader in leisure, entertainment, shopping and sport—it is the home to three football teams, the Bullring Shopping Centre and much more.
6. "You will struggle to find a university in Britain more keenly attuned to the needs of business and industry." - 2012 Sunday Times University Guide.
7. With Birmingham located right in the centre of the UK, and Aston located right in the centre of Birmingham, getting around couldn't be easier. Just 10 minutes' walk from Aston is Birmingham New Street station, a major rail hub with links across the country - perfect for visiting friends or travelling home. Birmingham International Airport is a 20-minute drive or taxi ride from Aston.
8. Birmingham is Europe's youngest city.
9. There are excellent sports facilities—a swimming pool, newly fitted 110 station gym, pitches, dance studios and sports halls. All on campus.
10. Birmingham is an international centre for business, commerce and industry, housing numerous UK and overseas banks, law firms and Europe's second largest insurance market.

To find out more, visit:

www.aston.ac.uk/birmingham

and

<http://visitbirmingham.com/this-is-birmingham/>

and

<http://visitbirmingham.com/>



Employment and Careers Service

Aston University's **Careers Service** is available to all students offering careers guidance and support in creating CV's, completing application forms and preparing for interviews.

Exchange students studying at Aston Business School can use the services of the Careers & Placement Team and meet with the Business School's dedicated MSc Careers Adviser. They can avail themselves of dedicated **resources for international students** and, through The Aston Global Advantage Professional Development Programme, get access to a wealth of advice and resources to start or further their careers in the UK or abroad.

The **Students Union** also provides advice and guidance on gaining part-time work and vacation work in the UK. For further information please see the Job Shop website: <http://www.aston.ac.uk/union/services/jobshop/>

Peer Mentoring at Aston University

The Peer Mentoring scheme at Aston University matches students from different year groups together in one to one mentoring relationships. Mentee and mentor roles are open to all students across every year group, including those out on placement. Peer Mentoring is for everyone, with many **benefits** for both mentor and mentee. By spending just a small amount of time every week students can really get ahead and make the most of their time at Aston as well as greatly enhancing their network, skills, CV and employability. Peer Mentoring is a voluntary scheme which is flexible, confidential, and fits around availability and preferences. All mentees and mentors receive an Aston certificate at our Celebration Evening.

Exchange students can benefit from being in touch with a current student to make the most of the short time they have at Aston.

For more information please contact:

Victoria Carroll
Peer Mentoring Officer
Tel: +44 (0)121 204 5230
v.carroll@aston.ac.uk
www.aston.ac.uk/peermentoring





All students at Aston University are able to access **Health Care**. Information on what type of Health care you are entitled to depending on the length of your course, is available on the International Student Support Unit website at:

<https://www2.aston.ac.uk/current-students/hub/iss/support-for-international-students/health>

If your course is for **six months or more** you can get NHS treatment, including free doctor's examination and hospital treatment, from the beginning of your stay. However, there have been recent changes to the requirements for students entering on a Tier 4 visa (Double Degree students). Please refer to the following link for more information.

<https://www.ukcisa.org.uk/Information--Advice/Studying--living-in-the-UK/Health-and-healthcare#layer-3208>

If your course is for **less than six months** you should take out medical insurance for the duration of your visit, unless you are the national of a country that has a special reciprocal health agreement with the UK.

There is a **dental surgery** and an **optician** on campus. Additional information can be found at:

<https://www2.aston.ac.uk/current-students/health-wellbeing>

We have excellent **Sports and Recreation** facilities at Aston University, especially for a University of our (relatively small) size. We have two sports centres on campus including 25m Swimming Pool, all-weather floodlit pitch, two large sports halls for a massive range of indoor sports, squash courts and a brand new Cybex Fitness Centre and Gym. Outdoor sports are catered for at the Aston University Recreation Centre, a 45-acre facility 5 miles from campus. Facilities are open 7 days a week.

For further information about the facilities at Aston, please visit:

<https://www2.aston.ac.uk/sport>

At Aston, there are also a wide range of **Sports Clubs and Societies** which are open to all students. For a full list of clubs, please visit:

<https://www.astonsu.com/activities/>

