Partner Information for academic year 2024/25

Please find below a fact sheet with essential information and links to relevant information on our University of Nottingham webpages. It is important all relevant information is shared with students you are wishing to nominate for a study period at the University of Nottingham.

Nomination Deadlines

Notes on exceptional requirements and module selections

English proficiency and academic requirements

Course information

Information for students

Visa information

Application process

Important dates

Meet the team

Nomination Deadlines

To nominate your students for the autumn or spring semester and full year, please complete the

██

Your students will be required to apply as a visiting student to Nottingham using the application guidance PDF (attached to the 'Partner Information' email).

Nomination and application deadlines	
Study Period	**Nomination and application deadline**
Autumn semester (September to January) Full academic year (September to June)	Saturday 11 May 2024
Spring semester (January to June)	Saturday 12 October 2024

The following schools and departments have one application deadline in May for either autumn or spring semester:

- School of Physics

Notes on exceptional requirements and module selections

Please ensure students are aware of the below requirements prior to application. This information is also available on our Spend part of your degree here webpages.   Information on specific modules that you are able to select is available on our Approved modules for visiting and incoming exchange students web page along with the module catalogue which can be used for more detailed descriptions of specific modules.

School or Department	Exceptional requirements and/or module information
Department of Architecture and Built Environment	Require a portfolio to be submitted in addition to the application.
Biosciences	The course location for Environmental Science and Plant Science modules is on the University Park campus.
Department of Chemical and Environmental Engineering	Chemical and Environmental Engineering modules are only open to students whose home university has a subject-specific exchange agreement with this department as capacity is limited.
School of Chemistry	Are happy to consider students onto level 1 or 2 modules for the full year or one semester, or level 3 or 4 modules the full year.
School of Economics	Only offer a limited number of modules to students who are not hosted by the School of Economics. Please check the [Approved modules page](#) for availability.
School of English	Welcomes visiting students for both undergraduate and postgraduate study for one semester or the full year. Undergraduate students with an English major or minor can choose modules from any undergraduate level, subject to availability. Visiting students without a background in English Studies should email ae-english-int@nottingham.ac.uk if they would like to study modules in the School of English at levels 2 or 3. All visiting Students are welcome to choose available level 1 modules. 10-credit modules are recommended.
Department of Electrical and Electronic Engineering	Are happy to consider students for level 1 and 2 modules for the full year exchange only. Single semester exchange students will only be able to enrol on the more advanced Level 3 or 4 modules. In all cases, please contact the [Visiting Students](#) team to ensure that module choices can be accommodated.
Faculty of Medicine and Health Sciences	Do not accept visiting students except for the School of Life Sciences but certain criteria may need to be met.
Politics and International relations	Modules will only be available to students being hosted by this School.

English proficiency and academic requirements

English language requirements:

Where English is not the official/majority language students must submit evidence of English language proficiency. If supporting documents are not received, this will result in delays in providing offers. All conditions on offers must be met before students can register. Our minimum entry requirements are shown in the following webpage: English language requirements

The University of Nottingham does not accept institutional certificates as evidence of English proficiency. If provided, they will not be considered and will delay the processing of an application where an approved certificate is not received.

Academic requirements:

All applicants must be current students at an overseas university or college of higher education and must have completed at least one year of study at their home university, prior to their study abroad period.

The minimum academic requirement is a current overall average equivalent to a 2:2 in the UK. Country specific guidance can be found here, please not that grade equivalencies will be found under Masters-entry requirements.

Course information

While at Nottingham, students must study the following:

- 30 credits per semester from their host school (where a valid agreement must be in place if tuition fees are to be waived)
- minimum 50 credits and maximum of 70 credits overall per semester
- minimum 100 and maximum 120 credits for a full year
- a normal credit load would be 60 per semester

30 credits must be accounted for from the host school, per semester, students are then able to study the additional required credits from any other school if: they meet any pre-requisites, there is capacity, the courses are not year-long if studying for a semester and there are no timetable clashes.

Information for students

All students are required to make an application through our Nottingham Hub. Without this, an offer will not be issued.

- Please send your students the application guidance document (PDF) attached to the 'Partner Information' email for guidance on making an application and uploading supporting documents.
- Applications must be made by **no later** than the dates outlined in nomination deadlines
- When submitting an application where English is not the official/majority language, students must submit evidence of English language proficiency.
- Students must ensure transcripts are provided and uploaded with their application.

Any supporting documents not received will result in delays in providing offers.

Visa information

All students should refer to the visa advice given on our webpages: www.nottingham.ac.uk/go/visaapplication.

Application process

Please note that incomplete applications cannot be processed and may result in students not receiving an offer at the University of Nottingham.

-
- The Admissions Office will receive the student's online application form and review complete applications with supporting documents.
- Students will receive their offers and communications through their Nottingham Hub portal. **Students are asked to check their Nottingham Hub portal regularly for updates.**
- **Students must have met all conditions of the offer before being able to proceed with their visit.**
- **Students must accept/decline their formal offer from the University of Nottingham**.
- Any visa documentation will either be communicated through their offer letter or Nottingham Hub portal. **Students are asked to check their Nottingham Hub portal regularly for updates.**
- Students must accept their offer in the Nottingham Hub portal in order to apply for accommodation.
- All students will receive a **fee questionnaire** which must be completed, even if they are part of an arrangement where they would not be expecting to pay fees.
- Students who hold an **accepted, unconditional offer** only, will be contacted by the university with pre-arrival information and module choices prior to their start date.

Important dates

o   Students can apply from now.
o   All applications and nominations must be made by **relevant deadlines outlined here**.
o   University of Nottingham key dates can be found here

Meet the team

If you have any queries, please do not hesitate to contact us at visiting-students@nottingham.ac.uk Global Opportunities team, Registry and Academic affairs.

Nomination and application stage	Module selection and post-arrival stage
Julie Sowter, Global Opportunities Manager	Isobel Mosley, Global Opportunities Manager
Lee Reznik, Global Opportunities Administrator	Laura Wood, Global Opportunities Senior Administrator