



GUIDE FOR ERASMUS STUDENTS

Undergraduate level

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**Please read this information carefully
before applying to Kent**



WELCOME

We are delighted that you have chosen the University of Kent for your Erasmus studies. At Kent, you will be part of a lively and diverse student body, with nearly 20,000 students from 125 different countries at our campuses and centres.

The Erasmus Team is here to advise and support you throughout the application process and your time at Kent.

The campus

The Canterbury campus is built on 300 acres of parkland, just a short walk or bus ride from the city centre. Student residences are on campus, close by the teaching and administrative buildings and other facilities. The campus is well-equipped with a wide range of student services, catering and leisure facilities, including a sports centre (indoor and outdoor facilities); a theatre, cinema and concert hall and a Medical Centre.

For further information, please visit:
www.kent.ac.uk/locations/canterbury

The Medway campus, where Erasmus students in Pharmacy and Music are based, is a unique partnership between three universities on the site of the former naval college and dockyard. It provides services for all students, including: state-of-the-art library and IT facilities, sport opportunities with Team Medway and live music, food and comedy nights at the Student Hub.

For further information, please visit:
www.kent.ac.uk/locations/medway

Canterbury and Medway

Canterbury is a vibrant mix of the modern and historic. Its bustling, cosmopolitan areas contrast with tranquil lanes and riverside gardens. With a large, diverse population, there is always something going on.

A wide range of cultural and artistic activities and performances are available throughout the year, which culminates in the Canterbury Festival in October. Canterbury's history stretches back to pre-Roman times and it has played a key part in British history. Canterbury has great transport links with London (less than 1 hour away by train) while being surrounded by beautiful countryside and the coast.

The Medway area is a conurbation of the towns of Rochester, Gillingham and Chatham. The area is historically significant, with a Norman Castle and cathedral and links with Charles Dickens, but is still dynamic and full of life. The area boasts a thriving music scene, dry ski slope and ice rink, and country parks.

If you have any queries, please contact us at the address below. We will respond to you as quickly as possible.

We look forward to welcoming you to Kent!

Janet Wilson-Sharp and Françoise McKee
Erasmus Team



APPLYING TO KENT

Please read this Guide carefully before applying and choosing your modules.

We will send you information and the link to the online application form when your university has confirmed that you are their selected Erasmus+ student.

Submit your complete application online as soon as possible, including your Learning Agreement and your most recent transcript of marks.

It is important to do this as early as possible in order to have the best chance of getting your preferred modules and campus accommodation.

Deadlines

15 May
for September arrivals

15 October
for January arrivals*

* We strongly advise all students to apply by 15 May, even if you will arrive in January.

When we have processed your form, you will receive an offer on Kent Vision which you should check and accept. Your Kent ID number will appear on Kent Vision before you arrive at Kent.

Notes for filling in the online application form

- **Personal details:** Please tell us your permanent (home) address
- **Term dates:** Make sure that you select the correct terms for your stay. (If all your modules will be assessed by coursework not exams, please exclude the summer term)
- **Qualifications:** Select Other then write the details of your current degree programme. Do not include school qualifications
- **English Language:** A Secure English Language Test (SELT) certificate is not obligatory for undergraduate Erasmus students unless you need a visa to study in the UK
- **Written work:** You will not have to submit written work unless it is specifically requested by the School. If you choose a Creative Writing module, you must submit a piece of your own creative writing in English (minimum 500 words) and a short paragraph explaining why you wish to take that module

- **Architecture portfolio:** Architecture students must upload their portfolio as part of their application
- **References, Personal Statement and CV:** These are not needed for undergraduate Erasmus+ students.

Postgraduate students

If you think you should study here at postgraduate level, please ask your home university to confirm this to us by email. This is only possible where a postgraduate exchange is already in place.

Please note it is not possible to register as an undergraduate student and then take postgraduate modules.

Visas

For applicants from outside the EU, your intended study dates and study level may determine which immigration route you should apply under. There may be additional fees and requirements involved.

Due to UK Visa and Immigration requirements as well as University policy, you CANNOT register or study on a Visitor visa. Further details can be provided upon request.

ACCOMMODATION

Go to www.kent.ac.uk/accommodation for information about campus accommodation and facilities.

A virtual tour of the Canterbury campus is online at: www.kent.ac.uk/hospitality/virtual-tours/student

Applying for university accommodation

Once you have accepted the offer to study here through Kent Vision, you can start your accommodation application.

Set up an accommodation account using your family name, date of birth and applicant number (this shows on Kent Vision). Then login and apply for a room.

The application may show a default duration, eg 31 or 39 weeks, but the Accommodation Office will allocate you a room for the period of your registration here as shown on your offer letter.

Deadline

31 July – if you arrive in September

31 November – if you arrive in January

Students who apply after the deadline cannot be guaranteed campus accommodation.

Room allocation

You will receive your room allocation in August or early September (September arrivals) or in December (January arrivals). Rooms are allocated in order of application date.

Off-campus accommodation

Private accommodation can be found using the accredited Home Stamp service: www.homestampkent.co.uk/Accommodation

See also the note about Council Tax on page 7.



ARRIVAL



September

All new students should arrive and register during Arrivals Weekend. Campus accommodation will be available from this weekend. The Erasmus Team and the key support services will be available during Arrivals Weekend to help with any queries.

This is followed by Welcome Week when a wide range of activities, meetings and events will take place to help you settle in and make new friends.

More information will be sent to you during the summer.

January

New students should arrive on the Tuesday before the term starts. Campus accommodation will be available from this date. There will be a Welcome programme prior to the start of term which will include registration, an information session and social events.

More information will be sent to you in December.

If you cannot arrive on the designated arrival days, you must inform the Erasmus Team as early as possible.

What have you most enjoyed about your time at Kent (so far)?

"The campus facilities are great, you can hang out with your friends everywhere and have a drink or a meal easily. I loved spending time with my friends, playing pool at KBar and eating lunch at Mungo's."

What is your top piece of advice for new exchange students?

"I would say, try to hang out a lot during the first weeks to make friends. Also, try not to stay with international students too much and make English friends too."

Laurie from France

ACADEMIC CALENDAR



Autumn term

18 September – 18 December 2020

Arrivals Weekend

19-20 September 2020

Welcome Week

21-25 September 2020

Teaching starts

28 September 2020

Spring term

18 January – 9 April 2021

Arrival date (new students)

12 January 2021

Welcome events (new students)

12-17 January 2021

Teaching starts

18 January 2021

Summer term

10 May – 18 June 2021

Please note that no teaching takes place in the summer term.

All examinations take place in this term.

If you are registered for the full academic year, you must take any examinations which are set for your registered modules.

German students who wish to start the Summer Semester at their home university, should apply for the autumn and spring terms only and choose modules which are not assessed by exam. The exception to this is Economics: students studying Economics must be here for the summer exams in order to get credits and marks for their modules.

ENGLISH LANGUAGE



Erasmus students are expected to have a good level of English before arriving at Kent. The minimum accepted level is B1 in the Common European Framework of Reference for Languages. However, a higher level is very beneficial in order to get the most out of your time here.

You will not have to provide proof of your English language level unless you require a visa to study in the UK.

English language support is provided through the in-sessional English language courses:
www.kent.ac.uk/cewl/courses/in-sessional/elas.html

Please note that this programme is designed for students who already have a good level of English. The University does not offer any beginners' or intermediate level English language classes.

Erasmus students arriving in September may also apply for the pre-sessional English and Academic Skills for Exchange students course. The programme is aimed at students who have already reached at least level B1.

www.kent.ac.uk/cewl/courses/short-courses/english-exchange.html

FINANCE AND INSURANCE

Tuition fees

Erasmus students do not pay any tuition fees to Kent.

Accommodation costs

Erasmus students who live on campus will pay accommodation fees to Kent. These fees include bills for utilities (electricity, gas, water), wi-fi internet access and insurance for personal possessions.

Those living in private accommodation off-campus should check what bills and charges are included in their rent.

Council Tax

Students who live in private accommodation for less than 9 months are not automatically exempt from paying Council Tax. In this case, the student must ask their home university to write to the Council to confirm the start and end dates of their degree and that the student does a minimum of 21 hours study per week for that degree.

Students who live in private accommodation for 9 months or who live on campus are exempt from paying Council Tax.

Living costs

Students should be prepared to cover their own living costs. Information about day-to-day living expenses is published online at: www.kent.ac.uk/internationalstudent/fees-and-funding/livinginuk.html

Insurance

All exchange students must obtain travel and personal accident before coming to Kent.



STUDYING AT KENT

Attendance

Attendance at seminars and lectures is compulsory. Take your Kent ID card to class to sign in. You must notify your course tutor/School if you have to miss classes due to ill health or other reasons.

Participation

You are expected to participate fully in your classes. This could include participation in class discussion, group work or a presentation.

Class hours vary depending on your subject: Humanities or Social Sciences modules may have one lecture and seminar per week with the rest of the time being spent on autonomous study and coursework, while Science modules may include a full-day in the laboratory.

Assessment

Most modules will be assessed by a combination of written examinations and coursework. Coursework is usually completed during the autumn and spring terms, eg essays, class presentations etc. **All exams will take place during the summer term.**

If your stay will finish in April or December, you should ideally choose modules which are assessed by coursework only. If you need to take a module which has an exam, ask the Erasmus Team if alternative assessment is available for this module. (Alternative assessment is usually an additional essay per module but is not offered for every subject/module).

Essay deadlines may be after the end of term: eg a student who finishes in December may have deadlines in January. Essays are submitted online so there is no requirement to return to Kent to submit them.

Work for the home university

Please note that any work undertaken for the home university is entirely separate from the credits required at Kent. Kent does not undertake to supervise dissertations or research which you are doing for your home university.

Transcript of marks

Transcripts of marks are produced in June or July when the Boards of Examiners have met. If you need a transcript earlier, you are advised to print a provisional copy of your marks from the online Student Data System.

When all the marks have been confirmed, a final transcript will be sent to the home address you specified in your Student Record. A second transcript giving the ECTS grades and credits will then be sent to your home university.

If you finish in December, a provisional transcript will be available at the end of February, subject to the confirmation of your marks.





CHOOSING YOUR MODULES

The modules taught at Kent can all be found within our online module catalogue.
www.kent.ac.uk/courses/modules

The following steps are a guide to help you use the catalogue to find the best modules for you.

Step 1: your exchange requirements

Modules: Your modules must correspond with the subject area of the exchange. If you are not sure what this is, please check with the Erasmus Team.

Wild modules

Acceptance to modules outside that subject area, called 'Wild modules' is entirely at the discretion of the School concerned. Wild modules may only make up 25% of the total credits.

Priority will always be given to students on an exchange in that subject, particularly for subjects which have limited space.

Terms: If you will come to Kent for one term only, please check that your module choices will be taught in that term. You will not be able to take modules which are taught in the other term or which are full year, taught in both 'autumn and spring'.

Remember that all examinations take place in the summer term. If alternative assessment is not offered in your subject, for example as in Law and Economics, you must choose modules which are assessed by coursework.

ECTS: You will take 30 ECTS per teaching term (autumn or spring), 60 ECTS credits for a full academic year. ECTS credits are equivalent to Kent credits as follows:

- **60 ECTS** = 120 Kent credits
- **30 ECTS** = 60 Kent credits
- **15 ECTS** = 30 Kent credits
- **7.5 ECTS** = 15 Kent credits

We cannot amend the number of credits each module is worth. As an Erasmus partner, your home university has agreed to accept the ECTS credits which we award.

Level of study: Undergraduate (Bachelor) students may not take postgraduate (Master) modules. Postgraduate students who apply to Kent as Undergraduate Erasmus students will be expected to take undergraduate modules.

Subject notes: Practical modules in Drama and Film are not open to exchange students due to small class sizes.

Students in Psychology may choose modules from Level 4 and/or Level 6. A list of available modules will be emailed to you.

Law modules are only open to students on Law exchanges.

Step 2: searching the module catalogue

You can search for undergraduate modules by filtering the list by subject or module code.

To access all the information you need about any module, simply click on its title in the list. This gives you the module entry.

CHOOSING YOUR MODULES (CONT)

Module code

Modules codes are being updated, so you may find your modules have two codes concurrently, eg LS506 and HISP5060.

Term

Modules run during the autumn term; the spring term; or for the full academic year (across the autumn and spring terms). Click on the term link to see the provisional timetable.

Level

Undergraduate modules are levels 4, 5 and 6.

Credits

This shows you the number of Kent credits and ECTS credits for each module.

Year of study

You should choose modules running in the year 2020-21.

The screenshot shows the module page for 'Charles Dickens and Victorian England - EN580'. The page is divided into several sections: a header with the module title, a table of module details, a section for pre-requisites and restrictions, and an overview section. The table lists the location as Canterbury, the term as Autumn, the level as 6, credits as 30 (15), and the current convener as PROF C Waters. The year 2019-20 is selected. The pre-requisites section shows 'None' and the restrictions section shows 'Not available as wild'. The overview section provides a synopsis of the module.

Charles Dickens and Victorian England - EN580

Location	Term	Level	Credits (ECTS)	Current Convener	2019-20
Canterbury	Autumn View Timetable	6	30 (15)	PROF C Waters	✓

Pre-requisites
None

Restrictions
Not available as wild

2019-20

Overview

This module gives an opportunity for intensive study of one of the major novelists of Victorian England. There are many different views and interpretations of Dickens circulating in our culture. He has been dismissed as a writer of cosy sentimentality, celebrated as a radical critic of his age, and admired for his prodigious output and creative innovation.

Studying a selection of his fiction, we will consider a wide variety of interpretations, in

Overview

- Details
- Method of assessment
- Indicative reading
- Learning outcomes

Overview

The synopsis gives you an idea of the topics covered within the module.

Pre-requisites

If a module has pre-requisites, you must provide evidence that you have studied the relevant material at your home university.

Restrictions

This shows you whether the module is restricted to certain groups of students.

Method of assessment

Click on this tab to find out whether the module is assessed by coursework, examination or a mixture of the two.



Step 3: checking the module

The module synopsis gives you an overview of what you study within each module. Please read this part carefully to make sure that it covers topics that you need to take or find interesting.

You should consider whether the module is at the right level.

- Modules at level 4 are offered in the first year of a Bachelors degree. These modules are often a good way to explore a new area of study or to take a new language
- Modules at level 5 are at a higher level and are usually offered in the second or third year of a Bachelors degree
- Modules at level 6 are offered in the final year of a Bachelors degree. They can allow you to specialise in a particular area, but may be restricted to students on a particular degree programme.

Pre-requisites: If you choose a module which has a pre-requisite, the module convenor will decide whether to accept you or not based on the evidence you submit.

Language modules (excluding English Language): You must provide details of your current level in that language so that the correct module can be registered. Please indicate your current level in that language on your application, using the Common European Framework for Languages.

For post-beginners or intermediate module in Japanese, Mandarin Chinese or Arabic, you must upload details of the grammar topics and characters that you have already studied plus the name of the text book used, as part of your application.

Dissertation and project modules: These are not open to Erasmus students because preparation starts in the previous academic year.

Campus: If you will be based at the Canterbury campus, but would like to take a module at the Medway campus (or vice versa), please bear in mind that there will be an hour's journey between the two campuses. Acceptance to modules at the other campus will be subject to timetabling and availability.

Step 4: selecting your modules

You should list your preferred modules and a few alternatives on your Learning Agreement and submit it as part of your online application.

It is important to submit your Learning Agreement as early as possible to have the best chance of getting your preferred modules. If there are any difficulties with your choices, the Erasmus Team will help you to choose suitable alternatives.

Your modules will be registered by the Erasmus Team before the start of term. Your Learning Agreement will be signed when your modules are registered.

Please note Kent does not have an 'add and drop' period. Once your modules are registered, only essential changes (eg for timetable clashes) may be made.

WELFARE AND SUPPORT



Health care

Medical care in the UK is provided by the National Health Service. Some treatments, including emergency care, are free but charges are made for prescriptions, dental treatment and optician appointments amongst other things. You are strongly advised to get insurance cover before coming to Kent.

If you are studying in Canterbury for a full year, you should register online with the Medical Centre before arrival. Students who will study in Medway should register with a local GP.

If you are staying for less than 6 months, you can still get treatment even though you cannot register with a GP.

If you are unwell, your first contact will be with a General Practitioner (GP) at the University's Medical Centre in Canterbury (www.umckent.co.uk) or at a GP Surgery in Medway. If necessary, they will arrange for you to go to a clinic, specialist or have hospital treatment. In emergencies, the free national ambulance service is available and treatment can be received at Accident and Emergency units in hospitals.

Please note that GPs will only give antibiotics when absolutely necessary. Those with colds or similar mild ailments are normally directed to local pharmacies for advice and remedies. There is a pharmacy on the Canterbury campus and other pharmacies in Canterbury and Medway.

Student Support

Student Support offers free, confidential advice and practical/academic support for students with disabilities or specific learning difficulties.

If you will need additional support while at Kent, please contact Student Support now so that appropriate arrangements can be put in place before your arrival.
www.kent.ac.uk/studentsupport

Student Wellbeing

The Wellbeing Service provides free, confidential, impartial support for all students and staff through one-to-one counselling, group work and self-help guides in a wide range of issues.
www.kent.ac.uk/studentwellbeing

Student Learning Advisory Service

SLAS provides free advice and support through workshops and one-to-one meetings on a range of topics, including essay writing, avoiding plagiarism, time management and dealing with exam stress.
www.kent.ac.uk/learning

Chaplaincy

The Chaplaincy team is ecumenical and multi-faith, leading worship, running social activities, providing personal support for the whole student body, and supplying information on faith groups.
www.kent.ac.uk/chaplaincy

Student Advice Centre, Kent Union

The Centre provides free, confidential, impartial advice to all students at Kent on a range of subjects, including visas (non-EU nationals), housing, finances, employment etc.

Canterbury:

www.kentunion.co.uk/welfare/advice

Medway: www.gkunions.co.uk

Your School

All academic staff have office hours when students can meet them to discuss academic matters. Each School also has a Student Support team which is available to help all students in that School.

UKCISA

Outside the University, the UK Council for International Student Affairs offers information and advice on a range of topics:
www.ukcisa.org.uk



CONTACT

**International Partnerships
The Registry
University of Kent
Canterbury, Kent CT2 7NZ
United Kingdom**

**T: 00 44 (0)1227 824042
E: erasmus@kent.ac.uk
www.kent.ac.uk**

**Student enquiry hours:
Monday-Friday
10.00-12.30 and 14.00-16.00**