Welcome

We are so glad you have chosen to study at Nottingham Trent International College. This guide will help you through your next steps to prepare for your arrival and ensure you have everything you need for your course in the UK.

We will do everything we can to make sure you are safe, supported and successful with us.

Click on the page links below for useful information:

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- What you need to pack [05]
- When you arrive at:
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  - the College [08]
- Prepare for your pathway course [09]
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What you need to do now

**Step 1**
Use your Confirmation of Acceptance for Studies (CAS) number to apply for your visa online, and take your documents to a visa application centre. Your Kaplan representative (or Kaplan’s Admissions, Visa and Applicant Services team, if you applied directly without an agent) can give you more information on how to apply for a visa.

**Step 2**
If you’ve received your CAS and you know you’ll be travelling to the UK, book your accommodation using the accommodation guide and information on our website to choose the option you want. Then complete the online accommodation form.

**Step 3**
You will receive an Accommodation Agreement pack containing the documents you need to complete and return to: pathways.accommodation@kaplan.com

**Step 4**
When you receive your visa, send a copy to pre-enrolment@kaplan.com, then book your flights. Please aim to arrive in time for one of the scheduled Welcome Weeks, as this is when you will receive important information about your course and life in the UK.

**Step 5**
Check the transport options in this guide and complete the online pre-arrival form to tell us when you are arriving, and how you will travel from the airport to your accommodation.

**Step 6**
Prepare everything you need to bring to the UK using our checklist of what to pack (see pages 4 and 5).
Your document list

What documents to bring with you
Please check this list before you leave your home country, keep all the documents and information in your hand luggage and bring them with you on your first day at the College. Your enrolment is conditional on you providing all the correct documents.

- The original academic qualification listed on your listed on your CAS Statement or Study Plan Confirmation, with a certified translation if not in English.
- The UKVI Secure English Language Test (SELT) certificate listed on your CAS Statement or Study Plan Confirmation (unless you are exempt).
- A valid passport and entry clearance visa.
- The visa approval letter which tells you where to collect your biometric residence permit (BRP).
- Proof of your address in the UK (such as accommodation confirmation e-mail or signed tenancy agreement, utility bill or a letter from a family member).
- If you are a sponsored student, you must bring your original sponsorship letter. Please also make at least 1 photocopy of this document.
- Medical Screening Certificate (if needed)*

- The emergency contact number for your college (details on page 10).

If you are under 18, you must also bring the following documents:
- A copy of the Kaplan underage consent form completed by your parents (you will find a link to the form on your offer letter). Please also make at least 1 photocopy of this document for your records.
- The details of your transfer arrangements from the airport such as a taxi booking.
- The name and contact number for the person you will meet at the airport.

* Depending on the country you are from, you may need to be medically screened for tuberculosis (TB). Your Kaplan representative will ask you to do this before you apply for your visa. Students who have a Medical Screening Certificate will need to bring this document with them to the UK and show it with their visa at the airport on arrival. For more information and to check if you need to be medically screened, please visit the UKVI website. For more information and to check if you need to be medically screened, please visit the UKVI website.

Important visa information
Students applying for a visa to come to the UK for more than 6 months will first be given a 30-day or 90-day entry clearance visa in their passport. You must arrive in the UK during the validity period of this visa, then collect a biometric residence permit (BRP) after you arrive. This permit will be valid for the full length of your course at Nottingham Trent International College.

Biometric Residence Permit (BRP)
You will also receive a letter telling you when and where to collect your BRP — you might be required to show this letter to immigration officials at the airport. It is important that you enter the correct Alternative Collection Location (ACL) code, 2HE837, on your visa application, so that you can collect your BRP from the College. You will be advised on how to collect your BRP when you arrive.

You should collect your BRP as soon as possible. If you experience any difficulties collecting your BRP, please speak to a member of the College Services team immediately or contact them at ntic.collegeservices@kaplan.com.

Important UK travel information
Before you travel to the UK, you must complete an online form at: www.gov.uk/provide-journey-contact-details-before-travel-uk to provide accommodation and contact details. You can complete this form up to 48 hours before you travel and you must have the completed form with you when you arrive at border control (either printed or on your electronic device).
What you need to pack

- **All the documents needed for enrolment and entry to the UK** (see page 4)
  Keep these in your hand luggage, along with the emergency contact number for the College (detailed in this guide), so you can easily access them when you arrive in the UK.

- **Suitable clothing**
  The UK is famous for its changeable weather. In summer, the temperature is around 20°C, and in winter between -3°C and 10°C. You can buy many of the clothes you need in the UK, but you should still bring some warm clothes and a waterproof jacket. You do not need any formal clothes (such as a suit), as students dress casually for classes.

- **Mobile phone**
  We can provide you with a local SIM card shortly after you arrive.

- **Laptop**
  It’s essential that you have your own laptop for your studies.

- **Electrical adaptor**
  The UK uses a 3-pin plug, so you’ll need an adaptor for your laptop and phone. The voltage in the UK is 240v. If you don’t already have an adaptor, you can easily buy one in the UK.

- **Money**
  It can sometimes take several weeks to open a bank account in the UK, so we suggest you bring at least £1,000 with you to the country. Separate your money and bring £200 in cash (£10 or £20 notes), and the rest on your debit card. Please note that you might be charged a fee in the UK when withdrawing money from an international account.

  You may also choose to undertake part-time work during your studies at the College. You’ll find more details on this webpage. However, it’s important to make sure you still have enough money to cover your living costs without any extra income.

- **Prescription medication (if needed)**
  You should bring at least a 2-month supply of any prescription medication with you. You should also check if this medication is available in the UK.

**Remember:**
- Check the luggage weight limit for your flight(s) to the UK. This is usually around 20kg, but will depend on your airline(s).
- If you are staying at one of our residences, you do not need to bring any of the items included in the student starter pack (see page 7).

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### Examples of prices in Nottingham

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandwich</td>
<td>£3–£4</td>
</tr>
<tr>
<td>Meal at a restaurant</td>
<td>£12–£30</td>
</tr>
<tr>
<td>Tea / coffee</td>
<td>£2.50–£3.50</td>
</tr>
<tr>
<td>Cinema</td>
<td>£9</td>
</tr>
<tr>
<td>Bus or Tram (single journey)</td>
<td>£2.30</td>
</tr>
<tr>
<td>Weekly bus travel card (student)</td>
<td>£15+</td>
</tr>
<tr>
<td>Mobile phone bill (monthly)</td>
<td>£20–£40</td>
</tr>
</tbody>
</table>
When you arrive at the airport

**Border control**

Make sure that you have all of your travel documents ready when you arrive at the airport. Make sure you have completed the online contact details form at [www.gov.uk/provide-journey-contact-details-before-travel-uk](http://www.gov.uk/provide-journey-contact-details-before-travel-uk) and have the completed form ready to show at the border (either printed or on your electronic device). You can find out more information about UK border control procedures at [www.gov.uk/uk-border-control/at-border-control](http://www.gov.uk/uk-border-control/at-border-control).

**Travelling to Nottingham**

We know how important it is to feel safe and welcome when you arrive in a new place. That’s why we’ll be here to support you from the moment you land at the airport. We’ll arrange a transfer service to take you to your accommodation, so there will be a friendly face waiting to take you to your new home. All Kaplan organised transport will comply with the latest government health and safety guidelines.

**Free transfer service**

We will organise a free transfer service from London Heathrow airport (Terminal 3 Arrivals) and Birmingham airport for students on:

- September 12th and 13th, 2020
- October 24th and 25th, 2020
- January 9th and 10th, 2021

Before you travel, we will confirm all the details regarding your arrival and transfer from the airport. Once you arrived in the UK, we’ll make sure that you get to your Kaplan-booked accommodation safely.

If you use this service and have booked alternative accommodation, you will need to arrange travel from the Kaplan accommodation to where you are staying. Our friendly staff can help you book a taxi when you arrive.

**Private transfer service**

If you are unable to use the free transfer service, or would prefer a private taxi, we can organise one to collect you from any airport for a fee. If you don’t arrive on the dates of the free transfer, we strongly recommend you use this service, as it will take you straight to your accommodation.

**Public transport**

Although we recommend our transfer service as the safest option, Nottingham is accessible by many types of transport, and you can save money by booking in advance. Here are some ideas of how you can travel to your accommodation when you arrive, and you can read the latest UK government advice for travelling on public transport here.

### From Birmingham International Airport

- **Train:** Change trains at Birmingham New Street Station.
  - Journey approx. time: 1.5 hours
  - Price: £26 one way

- **Coach:** Leaves from the Airport with a change at Birmingham City Centre bus station.
  - Journey approx. time: 2.5 hours
  - Price: £15 one way

### From London Heathrow Airport

- **Train:** London Underground to King’s Cross St. Pancras, from where trains leave to Nottingham.
  - Journey approx. time: 2 hours
  - Price: £65 one way

- **Coach:** From Terminals 2, 3, 4 and 5.
  - Journey approx. time: 4 hours
  - Price: £25 one way

### From Manchester Airport

- **Train:** Change trains at Manchester Piccadilly.
  - Journey approx. time: 2 hours
  - Price: £25 one way

- **Coach:** Leaves from Manchester Airport and changes at Sheffield.
  - Journey approx. time: 4.5 hours
  - Price: £17 one way

### From East Midlands Airport

- **Coach:** Skylink Airport Shuttle leaves from the airport.
  - Journey approx. time: 1 hour
  - Price: £5 one way

**Useful links to buy tickets**

- **Coach:** [nationalexpress.co.uk](http://nationalexpress.co.uk)
  - [trentbarton.co.uk/services/skylinknottingham](http://trentbarton.co.uk/services/skylinknottingham)
- **Train:** [nationalrail.co.uk](http://nationalrail.co.uk)

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*Please check before you travel as ticket prices may vary.*
When you arrive at your accommodation

Your new home
When you arrive at our residence, a friendly member of staff will meet you and give you your room key.

If you have signed up for the Kaplan Living Special Support package, there will also be Wellbeing Coordinators on hand to assist you with settling into your new home. You can learn more about this service on this webpage.

In your room, you will find:
• a welcome letter
• a student starter pack (see below)

The accommodation has everything you need to settle in quickly, and you will be responsible for your own cooking once you arrive. The student starter pack includes basic kitchen equipment to make simple meals, and you can easily buy anything extra you may need. You will have internet access immediately, so you can contact your family to let them know you have arrived safely.

To find out more about your accommodation, click here.

Student starter pack
If you are staying at one of our residences, you do not need to bring any of the items in the student starter pack shown here. You will get basic bedding, cooking equipment and tableware (for legal reasons, knives are not provided).

Please note: actual contents of the student starter pack may vary.

In addition, we will also provide:
• Face mask
• Hand sanitiser

Health and safety
Keeping all our students safe is our top priority. We will continue to follow UK government health and safety guidelines at all times, so you can rest assured that our residences and partner accommodation providers are taking the necessary precautions to protect your wellbeing.

These include:
• Hand sanitiser stations
• Regular and frequent cleaning routines
• Extra cleaning procedures for high-traffic points
• One-way systems
• Floor markings and signage for social distancing
• A maximum of one guest per resident to assist with moving in

Will I need to go into quarantine when I arrive? You can find out on the UK government’s travel corridors webpage and you can be sure that we’ll fully support you if a period of quarantine is required.
When you arrive at the College

We’re preparing the College for face-to-face learning, and we have a range of solutions and innovations ready to make sure you’ll get a fantastic – and safe – study experience. We’ll make sure social distancing measures are in place if needed, and we will be following all UK government guidance on health and safety.

Welcome Week
You’ll have the opportunity to try out the different learning tools you’ll be using, and to get to know your classmates in a relaxed way. You’ll have a tour of your college, an introduction to your new city, and the chance to take part in games and social events. This will all help you feel part of a community as soon as you get to the College.

You’ll learn about:
• course details and academic support
• the University campus
• UK laws and culture
• joining societies and clubs at the Students’ Union
• nearby places of religious worship
• public transport

• local shops and restaurants
• opening a bank account
• registering with a doctor*
• registering with the police (if required)
• visa and BRP information

* Students from European Union countries will require a European Health Insurance Card (EHIC). For more details, visit gov.uk

Remember your documents
Don’t forget to have your documents available (see page 4), as we will need to see them before you can enrol.
Prepare for your pathway course

With Kaplan, you can gain entry to a Nottingham Trent University degree through a pathway course at Nottingham Trent International College. While you are studying with us, you’ll have many opportunities to gain the skills and confidence you need to succeed.

What you will study
You will take modules in 3 main areas:
• subjects related to your degree
• projects linked to your area of study
• English language and academic skills

How you will study
Your blended learning experience will involve a mix of traditional face-to-face teaching at your college and digital learning at your accommodation. This means that you'll experience a variety of different teaching and assessment methods to help you demonstrate that you have met the learning outcomes of the modules and your programme.

You will develop a style of learning which involves some preparation work before you come to class. Please read about your pathway course and modules using the links from this page and prepare some questions to ask in the academic welcome sessions during your first week.

When you start your programme, we will provide you with all the essential learning materials you need for your programme, so you don’t need to buy any books before you arrive. During your course, your teachers may recommend supplementary materials that you may wish to purchase individually.

Preparing to study
Pathways Preview
This course gives you pre-arrival experience of Kaplan’s Virtual Learning Environment (VLE) and eligible students will have access to:
• digital learning preparation materials
• pre-recorded materials to experience online classes
• an online live class to experience Kaplan’s teaching
• additional modules on subjects such as eating healthily and taking exercise
• college staff contact for any questions

If you accept your offer at least seven days before the start of your course, you’ll receive a link giving you access.

College Applicants’ area
This special area for pre-arrival students will allow you to:
• book your accommodation
• book your airport transfer
• learn more about your pathway course and modules
• prepare for your visa credibility interview (if required)
kaplanpathways.com/ntic-applicants

University website
Learn more about your degree and what you will study each year at Nottingham Trent University by visiting its website.
ntu.ac.uk

Nottingham events
Find out about exciting events happening in Nottingham and plan your social life for when you first arrive.
visit-nottinghamshire.co.uk
Trentstudents.org

Connect with the College community before you arrive
Search: @NTICNottingham
#KaplanLife

Example timetable
Your studies will feature a mix of compulsory classes and additional activities. See below for an example of a Foundation Certificate for Business, Law and Social Sciences timetable. You’ll receive your personal timetable when your programme starts.

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:00–11:00</td>
<td>Self-study and collaborative work</td>
<td>Self-study and collaborative work</td>
<td>English for Academic Purposes</td>
<td>Contemporary Global Issues</td>
<td>Entrepreneurship</td>
</tr>
<tr>
<td>11:00–13:00</td>
<td>English for Academic Purposes</td>
<td>Self-study and collaborative work</td>
<td>Self-study and collaborative work</td>
<td>Self-study and collaborative work</td>
<td>Self-study and collaborative work</td>
</tr>
<tr>
<td>14:00–16:00</td>
<td>Entrepreneurship</td>
<td>Extended Project</td>
<td>Statistics</td>
<td>Extended Project</td>
<td>Learning Support</td>
</tr>
<tr>
<td>16:00–18:00</td>
<td>Self-study and collaborative work</td>
<td>Statistics</td>
<td>Self-study and collaborative work</td>
<td>Self-study and collaborative work</td>
<td>Contemporary Global Issues</td>
</tr>
</tbody>
</table>
Contact us

If you have any questions before you arrive in Nottingham, contact us and we will do our best to help. We are really looking forward to welcoming you to Nottingham Trent International College.

✉ Nottingham Trent International College
Belgrave Centre
Chaucer Street
Nottingham, NG1 5LT
United Kingdom
📞 +44 (0)115 848 5823
✉ NTIC.Arrivals@kaplan.com

College arrivals number (for use only when you’ve arrived in the UK)
📞 +44 (0)7908 323420

In case of emergency after 17:00, please call security
📞 +44 (0)115 848 2468

UK Emergency services number
(Police, fire brigade, ambulance)
📞 999

Key:
สะดวก
สถานีรถไฟ
มหาวิทยาลัย
เมืองศูนย์
Find out more
Visit the links below or contact us for more information.
We look forward to helping you make Nottingham your new home!

Useful links:
- Nottingham Trent International College pre-arrival information
- Accommodation at NTIC
- Prepare for your studies at NTIC
- Nottingham Trent University
- Student life in Nottingham
- Guide to Nottingham

Contact details:
Nottingham Trent International College
- Belgrave Centre
- Chaucer Street
- Nottingham, NG1 5LT
- ntic@kaplan.com
- +44 (0)11 5848 5823

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