Welcome

We are so glad you have chosen to study Engineering and Physical Sciences Foundation Certificate at the University of Nottingham. 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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STUDY WITH CONFIDENCE
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. If you need more information on how to apply for a visa, you can ask your Kaplan Representative or visit the University’s website.

**Step 2**
If you’ve received your CAS and you know you’ll be travelling to the UK, use the accommodation guide and information on our website to choose the option you want. You can also check the available accommodation options on our UK accommodation live availability tool, then book your accommodation online through our accommodation portal.

**Step 3**
You’ll receive your accommodation portal login details via email when you have an offer to study. If you have not received anything, contact us and we’ll resolve the issue. In the portal you will be able select your room, sign your tenancy agreement, pay the accommodation deposit and complete your accommodation booking.

**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 the Induction and Welcome activities, as this is when you’ll receive important information about your course and life in the UK.

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

**Step 6**
Complete your registration and become an official member of the University of Nottingham. Registration is a two-part process:
1. Complete your online registration.
2. Confirm your attendance. This process can be online or in-person.
You can also prepare everything you need to bring to the UK using our checklist of what to pack (see pages 4 and 5).

**Autumn 2021 flexible arrival and support**
For pathway courses starting in September 2021, we’re offering flexible arrival dates for accommodation contracts. You can choose an accommodation contract starting on 11 September, or on 23 October (subject to availability) to allow you to start your studies at home before transitioning to the UK.

You can also arrive up to 2 weeks early (subject to availability) at no extra cost. This will give you time to self-isolate if required. If you’re travelling from a country on the UK government’s ‘red list’ and need to isolate in a quarantine hotel, you’ll also get some financial support to help cover the cost of the stay, along with comprehensive wellbeing support while you’re in quarantine. Learn more about arrival support on this webpage, and visit our accommodation FAQs webpage for more information.
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 University. Your enrolment is conditional on you providing all the correct documents.

☐ The original academic qualification 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).

☐ If you are a sponsored student, you must bring your original sponsorship letter. Please also make at least 1 photocopy of this document.

☐ The emergency contact number for the University (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 name and contact number of the person you will meet at the airport. (Students under the age of 18 must either use Kaplan transfer service or be collected by a responsible adult)

☐ The details of your transfer arrangements from the airport such as a taxi booking.

☐ Medical Screening Certificate (if needed)*

* 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.

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 the University of Nottingham.

Biometric Residence Permit (BRP)
Your BRP card is your visa and proof of your right to be in the UK as a student. It is a very important document. You must look after it and keep it in a safe place. You do not need to carry your BRP card with you all the time.

It is important that you enter the correct Alternative Collection Location (ACL) code, 2HE427, on your visa application, to ensure your card is delivered to the University. You should collect your BRP as soon as possible, but only after any applicable period of self-isolation. Please see the information and advice from the University of Nottingham on this link.

Important UK travel information
Before you travel to the UK, you should visit www.gov.uk/uk-border-control to check the latest guidance from the government regarding the rules for arrivals into the UK. The University of Nottingham will help with the costs of coronavirus testing and quarantine on first entry to the UK. For more details, please visit this webpage. You must also complete this online form: www.gov.uk/provide-journey-contact-details-before-travel-uk to provide your 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 University (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.

☐ Laptop with camera

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 and Card

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 or prepaid 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 University of Nottingham. You’ll find more details on this webpage. However, it’s essential 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 3-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).
• You can find the latest UK government health and safety guidelines at: www.gov.uk/coronavirus

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>

Complete the pre-arrival form before you travel

As soon as you have booked your flights and know your arrival details, it is time to fill in our online pre-arrival form. It is important that you let us know as soon as possible when your flight arrives and how you plan to travel to your accommodation. Use the pre-arrival form to choose your preferred date for the free transfer service or to see the airports and prices for the private transfer service.

Please note: even if you are planning to travel to your accommodation independently, you must still complete the online pre-arrival form to let us know what your arrangements are.
**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 and have the completed form ready to show at the border (either printed or on your electronic device). You can find more information about UK border control procedures, testing and quarantine requirements at www.gov.uk/uk-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.

**Free transfer service**
We will organise a free transfer service from London Heathrow airport (Terminal 3 Arrivals) and Birmingham airport for students on:
- 11 and 12 September 2021
- 23 and 24 October 2021
- 8 and 9 January 2022

Before you travel, we will confirm all the details regarding your arrival and transfer from the airport. Once you arrive 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. All Kaplan organised transport will comply with current health and safety guidelines.

**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 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 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 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
  - trentbarton.co.uk/services/skylinknottingham
- **Train:** nationalrail.co.uk

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

Your new home
When you arrive at your Kaplan-booked student 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.

University-arranged accommodation
If you have booked your accommodation through the University of Nottingham, you can find more information about your arrival at the residence on this webpage.

Enhanced safety
Keeping all our students safe is our top priority. We will continue to have health and safety measures in place that go beyond government guidelines, 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
• Frequent cleaning routines
• Extra cleaning procedures for high-traffic points
• Floor markings and signage for social distancing

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.
When you arrive at the University

The University is prepared for face-to-face learning with a range of solutions and innovations ready to make sure you’ll get a fantastic – and safe – study experience. Face masks, social distancing, extra cleaning and other measures that go beyond government guidelines are in place in our buildings to help you feel safe and at ease.

Welcome activities
In the two week welcome period 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 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 University of Nottingham.

You’ll learn about:
- course details and academic support
- the University campus
- joining societies and clubs at the Students’ Union
- public transport
- local shops and restaurants
- opening a bank account
- registering with a doctor*
- registering with the police (if required)
- visa and BRP information
- who to contact if you need help or advice

* As part of your Student visa application you will need to pay an Immigration Health Surcharge (IHS), unless you are exempt. This entitles you to access NHS services in the UK. For more information please visit www.gov.uk/healthcare-immigration-application

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

Through the Engineering and Physical Sciences Foundation Certificate you can gain entry to a University of Nottingham degree. While you are studying, you’ll have many opportunities to gain the skills and confidence you need to succeed.

What you will study
You will take modules in:
• subjects related to your degree
• English language and academic skills if needed

Where you will study
Your classes will be at the Advanced Manufacturing Building on the University of Nottingham’s Jubilee campus. You will also have access to the University facilities including specialist libraries and labs.

How you will study
Your blended learning experience will involve a mix of traditional face-to-face teaching at the University 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.

Preparing to study
Applicants’ area
This special area for pre-arrival students will allow you to:
• book your Kaplan-arranged accommodation
• book your airport transfer with Kaplan
• learn more about your pathway course and modules
• prepare for your visa credibility interview (if required)

University of Nottingham website
Learn more about your degree and what you will study each year at the University of Nottingham by visiting its website. Some degrees also tell you the course books used in the modules, as well as a recommended reading list.

University of Nottingham Student Union
Find out about exciting events happening in the University, and plan the activities you want to join when you arrive.

Kaplanpathways.com/nottingham-applicants
Contact us

If you have any questions before you arrive in Nottingham, contact us and we will do our best to help. We’re looking forward to you starting your programme.

University of Nottingham
Advanced Manufacturing Building
Jubilee Campus
522 Derby Rd
Nottingham, NG8 1BB
United Kingdom

Arrivals number for Kaplan-arranged transfers and accommodation (for use only when you’ve arrived in the UK)
+44 (0)7342 108342

In case of emergency after 17:00, please call security
+44 (0)115 513 013

UK Emergency services number (police, fire brigade, ambulance)
999

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Key
- Tram stop
- Train station
- University Campus
- City centre
Find out more
Visit the links below or contact us for more information.
We look forward to helping you make Nottingham your new home!

Click on the useful links below:
- University of Nottingham pre-arrival information
- Accommodation in Nottingham
- University of Nottingham
- Student life in Nottingham
- Guide to Nottingham

Contact details:
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