

International Welcome and Induction September 2024





University of
CUMBRIA

A warm welcome from Student Services

Virtual welcome from Dee De Rocha, International Director



Induction overview

- Warm welcome
- The essentials – getting started at UoC
- **IMPORTANT INFORMATION**
 - ‘Your visa’ presentation
- Settling into UK life
- Managing your money
- Top Tips from Student Ambassadors
- Study in the UK





The essentials – use a laptop not your phone!

Read about what you need to do, and when

[New Students - Registration and Welcome](#)

Online Registration before you arrive

[Online Registration | MyCumbria](#)

For queries email datamanagement@cumbria.ac.uk

Activate your online UoC IT account

[Instructions here](#)

Upload a photo and collect your Cumbria Card

[Cumbria Card | University of Cumbria](#)

The essentials continued - use a laptop not your phone!

In-person Registration (by invite) – when you arrive

[In-Person Registration | MyCumbria](#)

For queries email international.admissions@cumbria.ac.uk

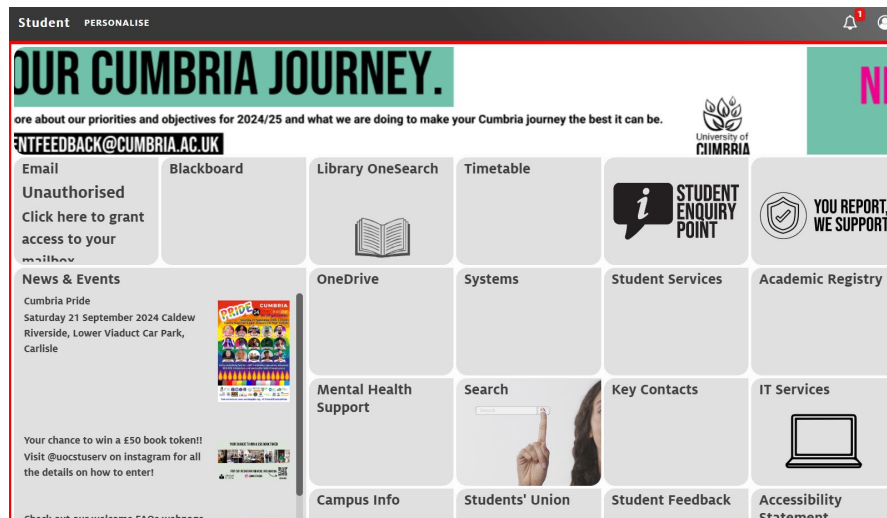
Handy checklist of everything you need to do

[MyList | MyCumbria](#)

The essentials continued (use a laptop not your phone!)

Once you are registered, and have activated your online IT account, you will have access to your personalised:

[Student Hub](#)



[Welcome Week and Course Timetables | MyCumbria](#)

**The essentials continued – use a laptop
not your phone!**

Useful links and resources

A practical guide for international student studying at UoC
[International Welcome Guide](#)

24/7 access to support and resources from Student Services
[Online Student Enquiry Point \(StEP\)](#)
Physical StEP desk at Ambleside and Lancaster

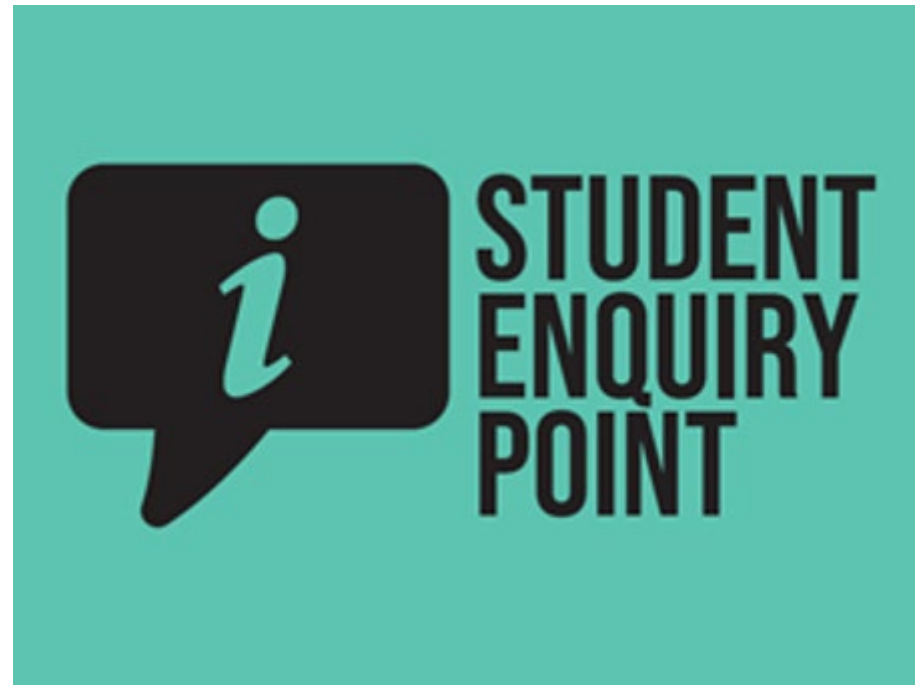
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Student Enquiry Point (StEP)



<https://step.cumbria.ac.uk>

Welcome!



Your Visa and Responsibilities

Rosalind Hartford

Admissions Officer (International), Academic Registry

Student Visa

Your Responsibilities



- To keep your Student visa under the sponsorship of the University of Cumbria you need to fulfil certain conditions.
- You must do certain things to show you are a **fully engaged student** who is following the Student visa and the university's academic regulations for students.
- If you are not sure of the rules, please contact your local Programme Administration team (PAd):
Ambleside 015394 30347 padambleside@cumbria.ac.uk
Brampton Rd, Carlisle padbrampton@cumbria.ac.uk
Fusehill St, Carlisle 01228 616205 padfusehill@cumbria.ac.uk
Lancaster 01524 590825 padlancaster@cumbria.ac.uk

Engaging on your course

Your Student Visa requires you to:

- Attend all timetabled sessions and additional sessions organised by your tutor. **Attendance is monitored.**
- Contact the campus Programme Administration team if you are unable to attend a session for any reason, e.g. illness, family emergencies.
- Submit all your assignments, and pass assignments in accordance with academic regulations in order to progress on your course.

Engaging on your course

- If you do not pass assignments according to the academic regulations for your course, you may be discontinued from your course. The University would be obliged to inform the Home Office that we are no longer your sponsor.
- The Home Office will cease your Student visa permission and then contact you to advise that you need to leave the country.
- If you are struggling with your course for any reason, **seek help quickly**. Contact your personal tutor and/or your module tutor for support.

Collecting your BRP

Biometric Residence Permit (non EU/EEA)

- The paper vignette in your passport is a proof of initial permission to enter the UK and is valid for 90 days. This will have been date stamped on entry to the UK and the Compliance team in Admissions will keep a copy of this.
- The BRP is a proof of your immigration status and how long you are allowed to stay in the UK. **YOU MUST KEEP THIS SAFE**
- Your decision letter will tell you when to collect your BRP and which Post Office you should go to.
- You must collect your BRP within 10 days of arriving in the UK. If you do not collect your BRP, you will need to re-apply for a new one and it will bring additional costs and time.
- If you are under 18 years old, a nominated and approved responsible adult will accompany you to the Post Office.

Checking for errors on your BRP

- **Mistakes on your BRP card may happen so it is important that you check for any errors on your visa. You will be able to get your BRP corrected if you report the problem within the specified timeframe.**
- **Possible mistakes could be with:**
 - Your personal details: check that there are no spelling mistakes in your surname and forename and check that your date of birth and place of birth are correct.
 - The expiry date: the validity dates of your visa should be carefully checked as it indicates the date you are permitted to stay in the UK until. Every Student visa holder will have an additional 'post-study' period after their programme ends. The length of this period depends on the course type and duration:

Checking for errors on your BRP

- The type of permit: your BRP should indicate "STUDENT LEAVE TO ENTER" (for Student visa applications made outside of the UK) or "STUDENT LEAVE TO REMAIN" (for Student visa applications made from within the UK).
- The number of working hours: this is an important check to do because it reflects your permission to work. On a Student Route visa **you can work for 20 hours during term time, 40 hours during the holidays** (with a letter you can request on My Cumbria here: [International Students | MyCumbria](#))
- The sponsor licence number: each institution has a different sponsor licence number, and you should make sure that your BRP contains the licence number of the institution you are studying with. The sponsor licence number for the University of Cumbria is **1U6VGC176**.
- Your BRP end date will be 31st December 2024 – you will then move to a digital visa and we will contact you to obtain a 'Share Code' from you before your current BRP ends.

What to do if your BRP is incorrect or you lose it

- This will depend on the error and where you applied for your visa:

Applied outside the UK – You should report the error online within 10 days of receipt of your BRP.

Applied from within the UK – If the mistake is with the length or conditions, then you must email the Home Office within 14 days of getting your Biometric Residence Permit (BRP)

at admin.review.enquiries@homeoffice.gov.uk.

They may advise you to apply for an Administrative Review. The Administrative Review process will cost £80 and you will need to complete an online form. The process will take approximately 28 days to complete, and if the review is successful, you will be refunded your £80 application fee. If you submit your request to get your BRP amended after 14 calendar days, we are unable to confirm that your request will be accepted, and you may not be refunded the £80 fee to request the review.

- If you lose your BRP you **MUST** report it online within 3 months here [Biometric residence permits \(BRPs\): If your BRP is lost or stolen - GOV.UK \(www.gov.uk\)](#)

EU/EEA students (all other visa types from 31 December 2024)

- EU and EEA students will have a digital status rather than a visa vignette and a BRP card.
- Once your visa is approved, you will receive an email from the Home Office confirming the status of your application and terms of your visa including the validity dates.
- **To verify your status in the UK, you can generate a share code via: <https://www.gov.uk/view-prove-immigration-status>**
- You can use this code to prove your status to landlords, university compliance team, potential employees, NHS and other relevant departments.

GOV.UK View and prove your immigration status

BETA This is a new service - your [feedback](#) will help us to improve it.

[Back](#)

Your immigration status

Name [Redacted]

Status Settled status, also known as indefinite leave to remain

There is no limit on how long you can stay in the UK. [Rotate](#)

If any of the information displayed on your status is incorrect, [contact UK Visas and Immigration](#).

Prove your status

If you need to prove your immigration status to someone, you can do this online with a share code.

[Get a share code](#)

Click "Get a share code"

Fees and Finance

Have you paid your fees for tuition and accommodation?

Your tuition fees at registration need to be 50% of the annual tuition fees (unless getting an approved loan such as a Canadian Government Loan)

Your remaining fees are due at the start of your second semester – ensure you have enough money to pay your fees.

Accommodation – if you are still to arrange accommodation ensure you pay for all your on-campus accommodation promptly so you can move in and settle in the UK

At offer stage and again at registration you were directed to the Financial Regulations – please check these and ensure you follow the guidance [Student Finance Regulations | University of Cumbria](#)

For questions about your **tuition fees and payments**, contact Accounts Receivable accountsreceivableteam@cumbria.ac.uk

Change of Address/Contact Details

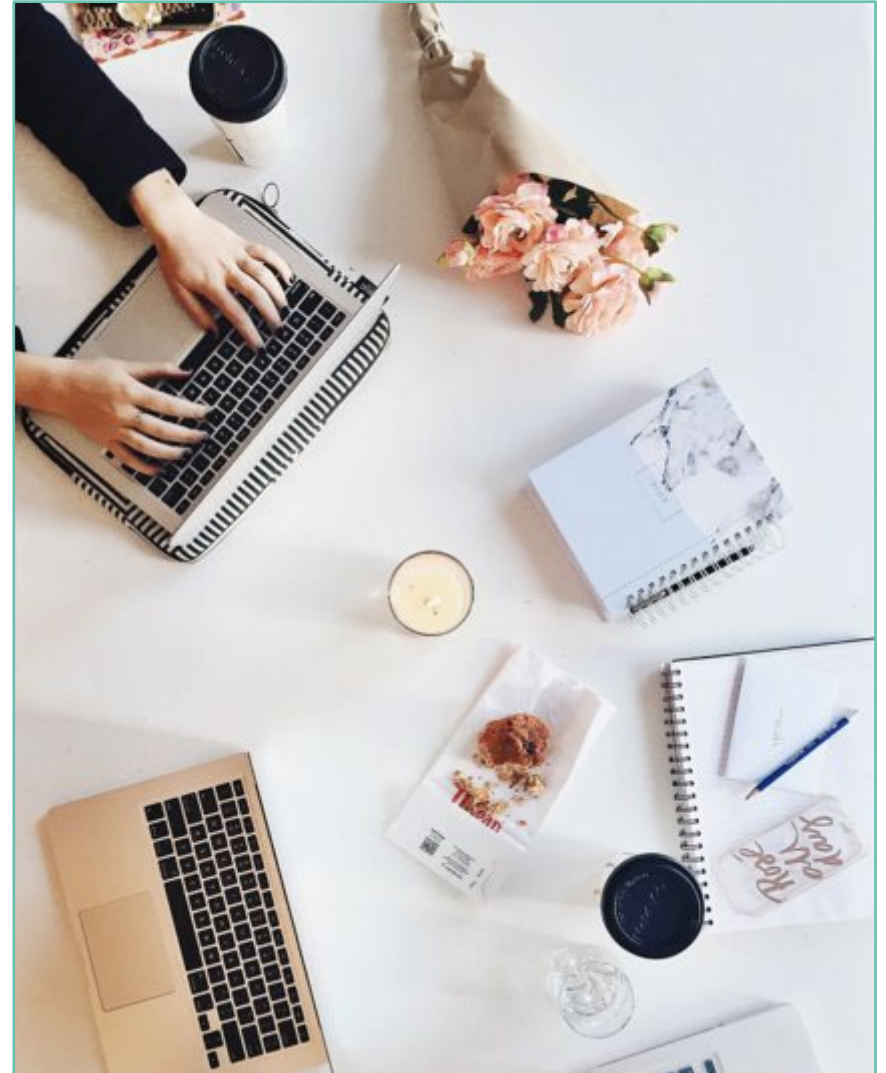
- Have you accessed your portal and updated your term time address?
- You **must** have a term time address and local telephone number on record.
- **If you move**, you need to;
 - 1) add your new address on your portal
 - 2) email the University of Cumbria Compliance Team: UKVICompliance@cumbria.ac.uk



Work and Volunteering

Some visa students have permission to work

- Your visa will state how much you can work; usually 20 hours a week during term time and full-time during holidays (over 18's can legally work 48 hours in a working week)
- Time spent doing unpaid employment will count toward your work limit, e.g. voluntary work.
- Please check your visa to see what restrictions there may be on your eligibility to work. **Your visa is individual** and based on your own circumstances. You may not have the same conditions as someone else.



Extending your visa

If you need to extend your student visa, there is a formal process you must follow. Please contact the UKVI Compliance team at UKVICompliance@cumbria.ac.uk to see if you are eligible to request an extension.

- The University would need to supply you with a new CAS.
- You will need to submit a new application to the UKVI (United Kingdom Visas and Immigration) to extend your Student visa.
- You must make your request no later than one month before your current leave expires.
- You will be advised whether or not your request has been supported and of the next stage of the process.
- If you have any questions, contact your campus PAd (Programme Administration team) in the first instance.



Change of visa category

You can no longer change to a Skilled Worker visa from a Student Route Visa

If you do change visa type (i.e. to a dependant visa) you **MUST** inform the compliance team at the University **IMMEDIATELY** as we must report this to UKVI within very strict timelines
UKVICompliance@cumbria.ac.uk

Can I stay in the UK after I graduate?

After finishing your degree, you can apply for a **Graduate Route Visa (GRV)**.

- ❖ This visa will allow you to work or look for work in the UK after finishing your degree programme at the University of Cumbria.
- ❖ At this time, you can stay for up to 2 years.
- ❖ This is a separate visa category, and you need to apply once you graduate from the University of Cumbria and before your Student Route Visa expires.

PLEASE NOTE If you have reassessments that take your final results beyond the end of your Student Route Visa, you will not be able to apply for the GRV and will need to leave the UK or apply via an alternative valid visa route (such as a Skilled Worker Visa).

International Registration

Please have the following ready (and uploaded to CAS Shield):

- Passport (and Stamped Visa Vignette* if non-EU/EEA)
- BRP* (if you have collected it)
- Original Entry Qualifications
- Boarding cards* or flight tickets*
- Accommodation details

Don't forget – we are here to support you!
Good luck with your studies!



Settling into UK life; practical information



A practical guide for international students studying at UoC

International Welcome Guide



Term time accommodation

Whether you have chosen University accommodation or private accommodation, you **MUST** live within 1 hour travelling distance of your campus of study.

If you have not yet secured accommodation, please contact intss@cumbria.ac.uk as soon as possible.

Home from home

What could you do to make your living space feel like home?



[Live Well Learn Well:](#) international students share their tips for making the most of studying in UoC and living in England

Healthcare

The National Health Service (NHS) provides free healthcare for doctor's appointments and emergency care if you need to go to hospital

Dentist appointments and eye tests will need to be paid for, but you can access them by going on a local dentist or opticians' website and registering

Most medical appointments can be booked online

Sign up with a doctor ASAP <https://www.nhs.uk/service-search/find-a-gp>



Getting Involved



- Students' Union – clubs and societies www.ucsu.me
- Be a student rep
- Go to local events on campus and in the city centre and surrounding area (eg live music, comedy, festivals)
- Get to know the local area, go on a city tour
- Get involved with part-time work, voluntary work (check your visa, eg upto 20hrs) – remember your course is your priority

Managing your money in the UK

Rebecca McDade, Student Money Adviser

Student Support

Student Services



Overview

- What we will cover in this presentation:

Payment of course fees

Bank Accounts

Budgeting

Money Saving Tips

Tips from Student Ambassadors

Other useful information



Payment of course fees

	Before receiving cas**	By registration	3 Months after Course Start date
New Students (UKVI Low Risk Register)	£4,000*	50%	100%
New Students (all other UKVI visa countries)	50%	50%	100%
Continuing Students		50%	100%

- <https://www.cumbria.ac.uk/study/student-finance/student-financial-regulations/>



Bank accounts

- When choosing and opening, a bank account or building society account as an international student in the UK, there are several things to think about. We cannot advise you on which account, and bank / building society, you should choose.
- Most banks will offer a 'basic account' which is different to a standard 'current account'. It is usually fee free and will allow you to receive money and pay bills but does not offer an overdraft facility.



Opening a bank account

Provide documentation to open your account, such as:

- Identification (ID) in the form of a passport and visa/BRP
- Verification of your UK address such as a signed Tenancy agreement
- Evidence of your student status: you can get a letter from Programme Administration (PAd) on your campus



Budgeting

- Managing your money can be a challenge
- Recommend completing a simple budget plan.
- Predict your income and outgoings to take control of your finances. There are several tools available to help you do this:
- [UCAS budget calculator](#)
- [SaveTheStudent](#)
- [Cost of Living in the UK for International Students](#)



Money saving tips

- Work out a budget... and stick to it!
- Buy second-hand books and make use of our great library www.cumbria.ac.uk/library
- When shopping, check out discounts and buy supermarket own branded goods
- Learning to cook, planning your meals, buying in bulk will help to stretch your budget and avoid expensive takeaways or eating out



Money saving tips cont...

Think about where you can save money quickly and easily! Many companies and organisations offer discounts to students, such as:

[16-25 Student Rail Card](#)

[NUS Extra Card](#)

[ISIC \(International Student Identity Card\)](#)

[Student Beans](#)

[18+ Student Oyster Card](#)

[National Express Young Persons Card](#)



Other useful information

- **Be careful of fraud/scams!**
- <https://www.ukcisa.org.uk/Information--Advice/Studying--living-in-the-UK/Frauds-and-scams>
- [Fraud 101 \(canva.com\)](https://www.canva.com/learn/fraud-101/)
- **Scholarships**
- <https://www.ukcisa.org.uk/Information--Advice/Fees-and-Money/Scholarships-and-funding-your-studies>
- **Money & Finance**
- Information and resources to help you manage your money
- <https://my.cumbria.ac.uk/Student-Life/Money--Finance/>
- **Where to get help if you need it**
- Click on the 'Student Enquiry Point' tile on the student hub to access Student Services
- <https://hub.cumbria.ac.uk/dashboard/student>



Tips from Student Ambassadors

Consider shopping at Aldi or Lidl, which can be cheaper than other supermarkets.

Instead of buying the books for your course, check out the University print and digital libraries.

Consider buying second hand goods and clothing. Websites such as Ebay and Vinted are popular. Look for Charity shops nearby.

Student discounts from Unidays, Student Beans, Save the Student.

Put money on your University ID card as you get a discount in the canteen and onsite cafes when you pay with your student card.

Download the trainline App for live updates of trains and to book train tickets online it is easy to use.





Welcome to academic study at UoC

Emma Holgate and James Griffiths

Academic Skills Team

Student Services

Warm welcome to your UoC studies



Padlet: what do you think
Study in UK will be like?

Lancaster

- <https://cumbriauni.padlet.org/s/andiedonnelly1/study-in-the-uk-september-2024-lancaster-wr5etmwaka3g091q>



Padlet: Study in the UK: Lancaster

Study in the UK September 2024: Lancaster

1. What do you think studying in the UK will be like? Do you think it will be similar to/different from home experience?

+

2. Add any questions you have about Studying in the UK below:

+

3. Add your favourite English words and phrases

+

4. What's your favourite word/phrases from your 1st language and what does it mean?

+

Padlet: what do you think
Study in UK will be like?

Carlisle

- <https://cumbriauni.padlet.org/s/andiedonnelly1/study-in-the-uk-september-2024-carlisle-iwfxl9xql7wmvw06>



Padlet: Study in the UK: Carlisle

andie Donnelly • 23m

Study in the UK September 2024: Carlisle

1. What do you think studying in the UK will be like? Do you think it will be similar to/different from home experience?

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2. Add any questions you have about Studying in the UK below:

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+

Study in the UK and at UoC is about:



Actively engaging with our learning through asking questions, sharing our thinking, working in groups.



Showing that we **understand** what we have read and researched by referencing the literature and explaining why it is important.



UK tutors award credit for **evidence of understanding and engagement.**

Academic tutors develop learning through

- **Lectures:** led by tutors who provide information on topics and key concepts.
- **Seminars and workshops:** guided by tutors and involve group discussions where students expected to research ahead and participate in sessions. Opportunities to ask questions, express opinions, analyse arguments and debate.
- **Tutorials for focussed guidance:** One to One or small group sessions, with course tutors or personal tutors



UoC students are active, independent learners

- **Actively participate** in lectures, seminars, workshops.
- We show what we have **researched** through activities such as presentations, reports, essays, group work.
- We **cite the sources** we have used through **referencing** systems such as *Cite them Right* (a form of Harvard)



Independent study involves

- We prepare before lectures and seminars
- We make notes in classes.
- Independent reading and research: we read around topic and find different views and arguments to enrich our work
- We're prepared to write more than one draft of an assignment. Redrafting assignments is where successful students improve their work.



But you're not alone!



Support for independent learning

- Independent learning doesn't mean doing everything on your own.
- Lot of resources and support available.
- Successful students make the most of all the resources and support available to them.



Welcome to the Library

Welcome to the Library

Our libraries offer you flexible, accessible and safe spaces. Our excellent range of digital and physical library resources support your learning. Reading also has many other benefits for wellbeing, wisdom and wider potential - please see our [Reading for You](#) scheme and get involved.

You can ask us any questions about the library and wider student support by visiting us at the Student Enquiry Point located in the physical library and [available virtually](#). We would also love to hear from you if you have any compliments, ideas, comments or suggestions, simply use this [library feedback form](#). We are here for you.

[OneSearch](#)

WELCOME AND GETTING STARTED

Welcome to our libraries and learning how to use them.



ONESEARCH

Explore everything we stock in the libraries and online to support your learning and research.



OPENING HOURS AND CONTACTS

See when we are open and contact the libraries. Ask us anything - we are here to help.



PLACES AND SPACES

Where to find us. Drop in to any campus to use our spaces and facilities or book a dedicated study room.



RESOURCES

Books, journals, online resources, subject specific resources and so much more to support your studies and research.



USING LIBRARY SERVICES

Requesting books, postal loans, using other libraries, external users, walk-in access and more. Make the most of your library.



STUDYING FROM HOME

Help, support and resources for all students who are working away from our main campuses.



POSTGRADUATE RESEARCHERS

Discover the library resources, services and systems available for researchers at the University of Cumbria.



NEWS, EVENTS AND UPDATES

See what's going on - news, events, updates and top tips from our library and Skills@Cumbria teams.



SKILLS@CUMBRIA

For all of your academic skills including research, writing and referencing. Guides, tutorials, webinars and individual appointments.



SKILLS TV

Study skills, library and support videos from the Skills@Cumbria team. Learn through watching SkillsTV.



DIGITAL SKILLS AND IT

For all your digital needs. Using software and systems to support your studies. Getting IT help when you need it.

Library services

- Physical library space with friendly staff
- Lots of library digital and print resources accessed via OneSearch; don't buy books.
- Reading lists for modules in Blackboard (the virtual learning environment).
- Library subject pages relating to your degree programme.
- Borrow laptops, book study spaces & more.
- Off campus: email or use the Student Enquiry Point
- Out of hours: **Ask a Librarian 24/7** chat



Skills@Cumbria resources

Skills@Cumbria



FINDING INFORMATION

Where and how to search for evidence to use in assignments



READING AND NOTETAKING

Develop the skills that underpin all your academic studies



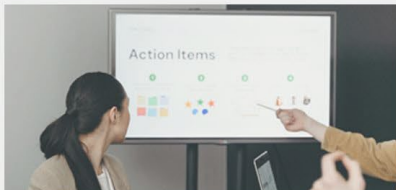
WRITING AT UNIVERSITY

Planning, structure, academic style and editing



REFERENCING, PLAGIARISM AND TURNITIN

Quick guides, tutorials and FAQs



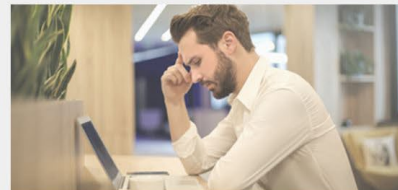
PRESENTATIONS

Posters, PowerPoints and public speaking



REFLECTION

Reflective practice and models



BEING CRITICAL

Critical thinking, reading and writing



DISSERTATIONS AND RESEARCH PROJECTS

Planning, literature reviews, methods and writing up

Skills@cumbria services

- Friendly, helpful professional librarians and teachers: Library and Academic Advisors.
- Work with academic tutors to ensure you have library resources you need for your studies.
- Deliver timetabled library and academic skills workshops.
- Help you navigate physical & digital libraries & provide academic skills guidance throughout the year.
- Provide online resources, webinars, 1 to 1 appointments, email support.

James Griffiths: English Language Support

- English for Academic Purposes (EAP) support for international students.
- James offers guidance on developing English for Academic Purposes; this isn't a proof-reading service.
- English language materials to support all students' language proficiency: [Spelling, Punctuation and Grammar](#)
- James works part-time: Tuesdays/Wednesdays & Thursday morning.
- Contact via StEP or email: james.griffiths@cumbria.ac.uk

Padlet: favourite English words/phrases

- **Lancaster**
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Academic Phrasebank

[Introducing work](#)[Referring to sources](#)[Describing methods](#)[Reporting results](#)[Discussing findings](#)[Writing conclusions](#)

Academic Phrasebank / Referring to sources

GENERAL LANGUAGE FUNCTIONS

Being cautious

Being critical

Classifying and listing

Compare and contrast

Defining terms

Describing trends

Describing quantities

Explaining causality

Giving examples

Signalling transition

Referring to sources

One of the distinguishing features of academic writing is that it is informed by what is already known, what work has been done before, and/or what ideas and models have already been developed. Thus, in academic texts, writers frequently make reference to other studies and to the work of other authors. It is important that writers guide their readers through this literature. This section of *Academic Phrasebank* lists some of the phrases that writers may use for this purpose.

A note on the literature review: It is the purpose of the literature review section of a paper or dissertation to show the reader, in a systematic way, what is already known about the research topic as a whole, and to outline the key ideas and theories that help us to understand this. As well as being systematic, the review should be evaluative and critical of the studies or ideas which are relevant to the current work. For example, you may think a particular study did not investigate some important aspect of the area you are researching, that the author(s) failed to notice a weakness in their methods, or that their conclusion is not well-supported (refer to *Being Critical*).

A note on referencing style: The way a writer refers to other sources varies somewhat across different disciplines. In some cases, where the individual author is important, the author's name will be the main subject of the sentence; in other cases, the author's name may only be

Head Start

- Online self-study courses to develop library and academic skills.
- <https://my.cumbria.ac.uk/Student-Life/New-Students/headstart/>

1. Head Start to University

2. Head Start Plus

3. Head Start to Postgraduate Study

Tell your neighbour about a favourite film ...



Collage of film posters: *The Ten Best Films of 2023* from: <https://www.rogerebert.com/features/the-ten-best-films-of-2023>

Study in the UK involves critical thinking

- If you and your neighbour talked about the plot (what happened), you're being descriptive.
- If you talked about these kind of aspects of the film, then you are being more critical and analytical:
 - Explaining why the film was good;
 - Evaluating why the film was better than any other you've seen;
 - Analysing why a character was motivated to behave a certain way;
 - Judging why the director made the choices they did in the way they made the film.

Critical thinking

- We're constantly making decisions and judgements in our daily life that involve critical thinking.
- For example: shopping in a supermarket, we're faced with lots of similar products (eg breakfast cereal) but we make choices about which one to buy.
- When studying, we select sources of evidence to explore a topic. We need to be able to justify our choices and explain their significance in our academic work.

Access skills@cumbria support

- See our [Need More Help](#) page for info on all the ways we work with students.
- [Library and academic skills webinars](#)
- **STEP – Student Enquiry Point** - access via tile on Student Hub; submit 500 words for feedback
- **Email** quick queries to skills@cumbria.ac.uk
- [Book online 1:1 Appointments](#) via **Teams**

Digital skills

Digital Skills – online resources

- Blackboard & Turnitin
- Microsoft Office & Teams
- Cybersecurity
- Linked in learning
- Free WiFi on campus: Eduroam

Information about IT Services available on [IT webpages](#)



Any questions?

Thanks for your time!

- All the best for starting your course.
- Keep in touch with us via the Student Enquiry Point or email skills@cumbria.ac.uk