Applications

Deadline for Applications: Semester 1 – Late April
Semester 2 – Late October

Application documents required:
- Application form
- Accommodation application form
- Emergency contact details with medical information form
- Home transcripts
- 2 passport sized photographs

Language of instruction: English.
Students should be nominated who have attained a sufficient standard in English (written and oral) to enable them to understand the teaching material and to be able to effectively communicate with others. (As a guidance our language entry requirement for students on full time programmes is 7.0 IELTS or 620 TOEFL/250 computerised TOEFL). There are no intensive language classes offered at MBS but students may take courses offered by the language centre. These courses would not count towards credits.
Expenses and Accommodation

Accommodation: The University Accommodation Office is able to allocate accommodation to students studying at MBS for a Full Year, Semester One or Semester Two only from Halls featured in the Student Accommodation booklet. Students attending for one semester only will not be able to choose a specific Hall or the type of accommodation but can indicate a preference between a Self-Catered or a Catered Hall. Students should bear in mind that the cost could vary from between £60 - £90 per week. The first semester contract terminates at the end of January and the full cost for the semester will need to be paid even if a student is permitted to finish at MBS in December. The second semester contract terminates in mid-June. Initial applications for accommodation must be submitted to the MBS International Office and not sent to the Accommodation Office. Further information about the university accommodation is available at: http://www.accommodation.man.ac.uk/

Students may organise their own private accommodation. Manchester Student Homes www.msh.man.ac.uk is a useful contact.

Estimated living expenses: As of February 2006: 1 US$ = £0.5737
Students should expect to spend between £30-£50 per week on food etc. but this may vary according to requirements.

Academic expenses: There are no tuition fees to be paid to MBS, University of Manchester. It is recommended that students should not buy any books before arrival. Books may be borrowed from the library or second hand books may be available for purchase.

Other expenses: Local transportation, social activities and travel around UK and Europe.

Health/Travel insurance: Free health treatment is available on the UK’s National Health Service to all international students studying here for longer than six months, as well as to all students from EU countries.

Non EU students studying here for less than six months are advised to take out medical insurance before departure. This could be part of a travel policy that we would also recommend is arranged pre-arrival.

Visa requirements: Visa arrangements should be made before departure. Please check with the local UK Government office for requirements.

Student services: MBS East UG International Office
Careers service
Counselling service
Health centres
Libraries
Sports facilities
Student clubs and associations
Shops
International Society: http://orgs.man.ac.uk/intsoc/

MBS also has an International Society run by final year students for the benefit of exchange students. The society runs a mentoring scheme and various social events throughout the year.

A number of other facilities are located off campus.

Useful information for all international students at Manchester can be found at: http://www.man.ac.uk/international/welcome/index.html
**Academic Calendar**

Semester Dates:

**Semester 1**

- University Orientation Programme (voluntary): Mid September
- Induction Week (compulsory): Late September
- Teaching period: End September – Mid December
- There will be a Reading Week during Semester 1: Date to be advised but usually in November
- Christmas Vacation: Mid December – Mid January
- Examinations: Mid January – End January

**Semester 2**

- Induction Day: Late January (provisional)
- Teaching period including examinations (examination dates to be advised): End January – Early June
- Easter Vacation: Early April – Late April

**Teaching**

Students are only able to take classes offered by Manchester Business School.

Website for courses: [http://www.mbs.manchester.ac.uk/internationalexchangeprogramme/](http://www.mbs.manchester.ac.uk/internationalexchangeprogramme/)

Academic prerequisites: All courses listed are available to students with a good level of Management knowledge. The home institution should approve the course choices and only recommend students capable of following the chosen subjects. You should be guided by indications of prerequisites as shown on course outlines.

Full-time workload: Five 12 credit courses per semester for 2004/5 – 15 hours taught per week. (This is currently under review and is likely to be changed for 2005/6 academic year to six 10 credit courses per semester. Students would be permitted to take five 10 credit courses per semester with the written permission of the home institution. Teaching hours should remain the same.)

Semester One only students: Students attending in Semester One only are able to choose from a selection of Semester One and Full Year courses. Students need written permission from the home institution if they wish to leave in December and not return for the examination period in January. These students will be given special assessment arrangements for their chosen courses in the form of coursework/essays, group projects etc. Some extended January deadlines for submission of coursework may be given and students will be given information regarding the submission process on arrival.

Semester Two and Full Year: Students are expected to be in attendance until the last date of the semester and are expected to take all examinations.

Learning expectations: To attend all lectures and seminars.

Grading system:

- 70-100% Excellent, First Class Degree
- 60-69% - Very Good, 2.1 Degree
- 50-59% - Good, 2.2 Degree
- 40-49% - Pass, Third Class Degree
39% and below - Fail

January 2005 – Y/Fact Sheet