

Incoming Application FAQs for Study Abroad and Exchange Students

Educational Background

Q. I'm not sure what to put in the Educational background – current studies section?

A. This is the degree that you're studying at your home university.

Student Type

Q. I'm coming from an International university and I'm not sure whether I put International Exchange or Study Abroad as my 'type of student' in the Details of Study at the University of Birmingham section?

A. If your home university has an agreement with the University of Birmingham then you're an International Exchange student. If your home university doesn't have an agreement with the University of Birmingham then you're a Study Abroad student and you will be paying tuition fees to the University of Birmingham.

Subject Area

Q. What subject area should I select at the University of Birmingham?

A. The subject area will be the programme that you're registered to eg. Business and you must be registered to at least one module within this subject during your placement at the University of Birmingham.

Study Duration

Q. If I'm starting in September and I select a '2' semesters duration, how long will I be at the University of Birmingham and when do I finish?

A. You will be at the University of Birmingham for the full academic year and you won't finish until June.

College Choices

Q. In the choice of colleges for module registration, I'm not sure what preferred and optional means?

A. The preferred college at the University of Birmingham is where you select the majority or all of your modules (from any schools within that college) and you need to select a minimum of 40 out of your 60 credits per semester in that college. Your Subject Area (home school) at the University of Birmingham must also be within your preferred college and if you need to register to certain modules to transfer credits back to your home university, then they should be within your preferred college. Your optional college or colleges (you can select up to two optional colleges) are where you can select up to 20 out of your 60 credits per semester but you should only select an optional college if you have flexibility with your module choices or you're looking to take modules to fill your elective requirements. Each module is worth either 10 or 20 credits, so you will register to between 3 and 6 modules per semester.

Visas

Q. I'm an International student and I'm not sure what visa to select in the further information section?

A. If you're coming to the University of Birmingham for a full year then you must select 'TIER 4' Visa and you can volunteer or work part-time for up to 15 hours per week on this visa. You will need a CAS number from our admissions team to apply for this visa and if you've been sent an unconditional offer (and accepted the unconditional offer) you will be sent the CAS number in the middle of June (three months before your start date). If you're coming to the University of Birmingham for a semester then you select 'Short Term Study' Visa, you can't volunteer or work on this visa.

Supporting Documents

Q. What if I haven't got all my supporting documents ready by the application deadline?

A. To process your application we need a complete application, a copy of your **valid** passport and a copy of your **official** transcript. If you're a non-native

English speaker you will also need to submit an acceptable English language certificate to prove your English language proficiency, if we don't receive the certificate you will be sent a conditional offer, with the condition being the receipt of the certificate. If you're an Erasmus student or EU fee-paying student, your home university can provide a letter or certificate confirming that you have a B2 English language level (as per the European framework) to prove your English language proficiency. If you don't provide an official transcript or valid passport then our admissions team will contact you for those documents and your application will be put on hold until those documents are received.

Please click [here](#) for more details regarding what documents are accepted to prove your English language proficiency.

Module Selection

Q. What if I need to select my modules before I submit my application?

A. Our new online module resource can be found [here](#) and is currently being updated for 2020/21. After your application has been processed and your supporting documents have been verified we will send you more information about the module selection process. If you need to select modules urgently to satisfy requirements of your home university, then you can email the study abroad team and we will contact the relevant college/school on your behalf.

Application Decision

Q. What happens after I have applied?

A. After you have applied online, the admissions team will process your application. Once you have been accepted by our admissions team they will send you an offer email and letter, you then need to accept your offer (using the link in your offer letter) within a week of the date on your offer. If you accepted an unconditional offer, you will then be sent your visa document (if required) and the official registration email with your username and password to complete your online registration. You will receive further emails with all of the information that you require prior to your arrival at the University including applying for campus accommodation.

Q. How long does it take before my application is approved?

A. Our admissions team process the applications in order of the date they were received and aim to respond with your application decision within 20 working days of the application deadline, as long as we have received your complete application and all of the supporting documents. **Please be aware that you could wait longer than that for a decision due to the very large number of applications that our admissions team are processing. The deadline for applications is the 30th April for September entry and 31st October for January entry.**