

School of Arts & Humanities – Incoming Exchange Programme – 2024/25

Main point of contact for School of Arts and Humanities Incoming Exchange programme

Ruth Gancarczyk, Incoming Exchange Administrator

aah.incomingexchange@ntu.ac.uk

+44 (0)115 848 6686

Nomination information to send to Incoming Exchange Administrator

Please send the below information about the nominee(s) to aah.incomingexchange@ntu.ac.uk

First name and last name

Date of birth

Gender

University email address

Study area

Length of exchange e.g. Semester 1, 2 or Full-Year

Fees

A student from a partner institution does not pay any tuition fees to NTU. A list of partner institutions is available [here](#).

A student who chooses to study with School of Arts and Humanities via the 'Study Abroad' programme will be required to pay the standard undergraduate international fees:

Full Year Student: £17,150

Half Year Student: £8,575

Visas

For guidance on whether you will require a visa to study in the UK, please contact the Incoming Exchange Administrator.

English language requirement

If you are intending to study on a Student Route visa, you will need an overall IELTS score of 6.5 with a minimum of 5.5 in each element and your IELTS certificate should be submitted with your application. Students from the European Economic Area, or those studying on a Visitor Visa should meet the minimum standard of English Level B2 of the Common European Framework of Reference for Languages.

Dates and Deadlines

The School of Arts and Humanities accepts students for an exchange length of either a Full-Year or Semester 1 (first half year) or Semester 2 (second half year).

Please see below term dates and deadlines for nomination and application:

Nomination deadline:

Semester 1 and Full-Year – 30 April 2024

Semester 2 – 01 November 2024

Application deadline:

Semester 1 and Full-Year – 31 May 2024

Semester 2 – 29 November 2024

Incoming Exchange Inductions:

19 September 2024 – 20 September 2024 (S1 / F-Y)

23 January 2025 – 24 January 2025 (S2)

Full-Year Exchange Programme:

23 September 2024 – 30 May 2025

Semester 1 Exchange Programme:

23 September 2024 – 13 December 2024 (assessment period finishes 17 January 2025 – submission can be completed online)

Semester 2 Exchange Programme:

27 January 2025 – 30 May 2025

Module Choices

NTU students pick a choice of modules totalling 120 NTU (60 ECTS) credits per full-year, or 60 NTU (30 ECTS) credits per semester. Exchange students should check with the exchange co-ordinator at their home university during the application stage to confirm the NTU credit total they should be taking.

The current module choice handbook is for the 2023/24 academic year. The handbook for 2024/25 is being prepared and will be shared with your students in April 2024. The modules on offer are subject to change.

Academic work and assessment

Each module has its own timetable of lessons and set assignments, which is detailed in the module Learning Room in NOW. Assignments may include essays, reports, literature reviews, individual or group presentations and exams – this list is not exhaustive and there may be other assignments expected of students.

NOW is the main academic resource for students where information about modules and assessments can be found, along with access to their timetables and emails.

If your student requires extra academic support during their studies e.g. needing extra time for assignments or flexibility in lessons, please do let the Incoming Exchange Administrator know at the point of application so arrangements can be made.

Transcripts will be sent to students in February 2025 for Semester 1 exchanges and July 2025 for Semester 2 and Full-Year exchanges.

Accommodation

Information about NTU Accommodation, and where to find private accommodation, can be accessed here: [Accommodation | Nottingham Trent University](#)

Questions

For any queries concerning studying at NTU, please do contact the School of Arts and Humanities Incoming Exchange Administrator at aah.incomingexchange@ntu.ac.uk

Timeline of Application

Please find below a brief timeline of the nomination and application processes for your reference.

Nomination

Send your nomination by 30 April 2024 to aah.incomingexchange@ntu.ac.uk

Application

Upon receipt of your nomination, the student will be sent an email (with you copied in) inviting them to apply. The deadline for submission of complete applications is 31 May 2024

Acceptance

The student will receive an acceptance email and letter (virtual) confirming their exchange place with School of Arts and Humanities and their NTU student ID number.

The email will also provide guidance on finding accommodation, applying for a visa (if applicable) and completion of Learning Agreements.

Preparing to Arrive

The student will receive an email with guidance on when to arrive at NTU, how to travel to Nottingham, term dates for teaching, when and how they can access timetables and NTU email accounts.

Enrolling at NTU

A month prior to arrival, the student will receive an email with instructions to complete online enrolment and a how-to guide.

Online enrolment must be started before arriving at NTU.

Booking Your Induction Appointment

A month prior to arrival, the student will receive an email asking them to book an induction appointment with the Incoming Exchange Administrator.

The appointment will be an opportunity for the student to be welcomed into School of Arts and Humanities and to ask questions. Booking and attending the appointment is compulsory.