



---

# Contents

## Introduction

Middlesbrough and the Tees Valley  
Contact list for enquiries

## Immigration

Before you arrive – checklist  
Immigration requirements  
Applying for a Tier 4 (General) student visa  
Research-only students  
Visa refusal  
Visa length  
Pre-sessional English courses  
International student advisers  
Tuberculosis screening  
Extending your student stay in the UK  
Staying in the UK to seek work  
Police registration  
Visiting the United States during your studies

## Fees and funding

International tuition fees 2011-12  
Paying your deposit  
Refund policy  
Paying your fees  
International scholarship  
Fee discount

<b>2</b>	Staying-on bonus	7
2	Physiotherapy, occupational therapy, radiography courses	7
2	Home and European Union national fees	7
<b>3</b>	Financial support for undergraduate European students	7
3	Living costs while you study	8
3	Living arrangements	8
3	Funding sources	8
4	Money and banking	9
4	Banks and bank accounts	10
	<b>Travelling and arriving</b>	<b>11</b>
4	Planning when you arrive	11
4	List of residential hotels	11
4	Air travel to the UK	12
5	When you arrive in the UK	12
5	Difficulties at immigration	12
5	Importing goods and produce into the UK	12
5	Meet and greet service	13
<b>6</b>	Arriving at local airports	13
6	Travelling to Middlesbrough	13
6	Trains	14
6	Coaches (buses)	14
6	Local travel	15
6	Driving licences	15
6	Important legal requirements	15





<b>Teesside University</b>	<b>16</b>
Pre-sessional academic English and study skills courses	16
Orientation programme	17
Advice services	17
Student Services	17
Teesside University Students' Union	20
Societies for international students	20
Centre for International Development	20
Drop-in Student Skills Centre	20
Find out more	20
<b>Healthcare</b>	<b>21</b>
Preparing for the British climate	21
Looking after yourself	21
Registering with a GP (doctor)	22
Dental care (caring for your teeth)	22
<b>Work and placements</b>	<b>23</b>
European students	23
Non-EEA students	23
The Link jobs service	24
National minimum wage	24
Legal limits	24
<b>Useful contacts</b>	<b>25</b>
Advice and information services	25
Useful addresses within the area	25
Your own details	26
<b>Index</b>	<b>27</b>
<b>Campus map</b>	<b>28</b>



# Introduction

We hope this booklet helps you to successfully prepare for studying in the UK.

It does not contain all the information you require but it should be a useful starting point.

At the back of this guide is a list of organisations and addresses which should help if you need further advice. You may also find it useful to read the international students' pages of the University's website at [www.tees.ac.uk/international](http://www.tees.ac.uk/international). Contact Student Services if you need more information.

## Middlesbrough and the Tees Valley



Teesside University was awarded the title University of the Year by *Times Higher Education* in 2009-10. It is located in the heart of Middlesbrough, a town that is leading the way in the Tees Valley. You will find investment and confidence almost everywhere you look in Middlesbrough. A multimillion-pound spend in the town centre and on campus has created a really lively, exciting environment that's perfect for today's students.

Most of all, you will be impressed by the friendly welcome the town offers.

## Contact list for enquiries

### Student Services

#### Enquiries on immigration, funding, orientation

International student advisers, Student Centre, Teesside University, Middlesbrough, Tees Valley, TS1 3BA UK

T: 01642 342277 International: +44 (0) 1642 342277

F: 01642 342289 International: +44 (0) 1642 342289

E: [international@tees.ac.uk](mailto:international@tees.ac.uk)

#### Accommodation enquiries

T: +44 (0) 1642 342255

E: [accommodation@tees.ac.uk](mailto:accommodation@tees.ac.uk)

#### International admissions enquiries

T: +44 (0) 1642 384244

E: [international.admissions@tees.ac.uk](mailto:international.admissions@tees.ac.uk)

#### EU admissions enquiries

T: +44 (0) 1642 384228

E: [registry@tees.ac.uk](mailto:registry@tees.ac.uk)

#### Finance Department for fee and payment enquiries

T: +44 (0) 1642 342172

E: [finance@tees.ac.uk](mailto:finance@tees.ac.uk)

#### Centre for International Development for recruitment and exchange enquiries

T: +44 (0) 1642 384276

E: [international.office@tees.ac.uk](mailto:international.office@tees.ac.uk)

### Course information

#### School of Arts & Media

T: +44 (0) 1642 384019

E: [arts@tees.ac.uk](mailto:arts@tees.ac.uk)

#### School of Computing

T: +44 (0) 1642 342639

E: [scm-undergraduate@tees.ac.uk](mailto:scm-undergraduate@tees.ac.uk) (undergraduate courses)

E: [scm-postgraduate@tees.ac.uk](mailto:scm-postgraduate@tees.ac.uk) (postgraduate courses)

#### School of Health & Social Care

T: +44 (0) 1642 384100

E: [sohscadmissions@tees.ac.uk](mailto:sohscadmissions@tees.ac.uk)

#### School of Science & Engineering

T: +44 (0) 1642 342499

E: [sse-courses@tees.ac.uk](mailto:sse-courses@tees.ac.uk)

#### School of Social Sciences & Law

T: +44 (0) 1642 342308

E: [sssl-ug@tees.ac.uk](mailto:sssl-ug@tees.ac.uk) (undergraduate courses)

E: [sssl-pg@tees.ac.uk](mailto:sssl-pg@tees.ac.uk) (postgraduate courses)

#### Teesside University Business School

T: +44 (0) 1642 342849

E: [tbsug@tees.ac.uk](mailto:tbsug@tees.ac.uk) (undergraduate courses)

E: [tbsp@tees.ac.uk](mailto:tbsp@tees.ac.uk) (postgraduate courses)

# Immigration

## Before you arrive – checklist

- Obtain entry clearance/visa (if necessary). Carry all relevant documentation with you for when you arrive in the UK – these must be originals and not copies.
- Make sure you have arranged enough money to cover your stay.
- If you are from outside the European Economic Area (EEA) and are here for less than six months, arrange private medical insurance.
- If you are in University accommodation, make sure you have confirmed your place and returned all documents.
- Make firm travel arrangements.
- Register for our meet and greet service (see page 12 for details).

## Immigration requirements

### EEA countries

If you have right of abode in the UK or are a national of the EEA/Switzerland you do not need a visa or entry clearance. EEA countries are Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Gibraltar, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

### Non-EEA countries: visas and entry clearance

If you are a national of non-EEA member states wanting to come to the UK for more than six months, you need entry clearance from a British consulate before travelling. You will be refused entry if you arrive in the UK without entry clearance. You will need to apply for a Tier 4 (General) student visa or prospective student visa. You should not apply to come to the UK as a visitor if you intend to study after arrival.

Find out more at:

[www.bia.homeoffice.gov.uk](http://www.bia.homeoffice.gov.uk)

[www.ukvisas.gov.uk](http://www.ukvisas.gov.uk)

[www.ukcisa.org.uk](http://www.ukcisa.org.uk)

Some nationals need a visa if they are in the UK for less than six months. Contact your nearest British Embassy to check.

### Please note

Your visa is not transferable, which means it does not allow you to live in other EU member countries or study at other UK universities

If you are not sure of the type of visa or entry clearance you need, you should contact your nearest British Embassy or High Commission for advice.

## Applying for a Tier 4 (General) student visa

If you are applying for a visa to come to the UK as a student, you will be assessed under a points-based immigration system. Contact your nearest British Embassy or High Commission.

Find out more at:

[www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk) (Studying in the UK>Adult students)

[www.ukcisa.org.uk/student/immigration.php](http://www.ukcisa.org.uk/student/immigration.php) (Making a student immigration application in your home country).

The application form and guidance are on:

[www.ukvisas.gov.uk/en/howtoapply/vafs](http://www.ukvisas.gov.uk/en/howtoapply/vafs)

You must hold 40 points before applying for a general student visa.

To gain the points you must show that you have:

- evidence of sufficient funds to pass a maintenance test (10 points)
- a Confirmation of Acceptance for Studies (CAS) number which will be issued when you have an unconditional offer from the University (30 points).

### Please note

If you are already studying in the UK at a different institution and applied for your current visa on or after 5 October 2009, you will have to apply for a new visa before you can start your studies at Teesside University. Visas from this date are tied to a specific institution. If you are in doubt email [international@tees.ac.uk](mailto:international@tees.ac.uk).

Teesside University holds a valid Tier 4 (General) student sponsor licence with Highly Trusted Sponsor status and is listed on the register of education providers.

### Maintenance test (outside London)

- Courses longer than nine months: money to cover course fees for the first year and £5,400 for living costs
- Courses shorter than nine months: money to cover the course fees and £600 per month for living costs (minimum £1,200) or
- A letter showing official financial or government sponsorship or
- A loan in your name.

Unless you have official sponsorship or loan documents, all accounts used as evidence must be in your name. They can include joint accounts shared in your name. All money must have been in the account for at least 28 days and statements must be less than one month old.

### Please note

You must make sure you have access to funds to pay your fees and living costs for your whole course, even if you only need to prove you can cover your first year of study when applying for a visa. Assistance is rarely available once you are in the UK.

### Cost of visa application

- |                          |      |
|--------------------------|------|
| • Student                | £220 |
| • Each student dependant | £220 |

(please note that these costs are likely to increase)

## Educational qualifications

The documents required are listed in your offer letter from the University. You will need to provide the originals when you make your visa application. All documents must be originals, not copies.

### Please note

New rules mean applicants who are found to have submitted false documents with an immigration application will face an automatic ten-year ban to the UK.

## Research-only students

### ATAS

If you are a postgraduate or research student, you will be advised by the University if you need Academic Technology Approval Scheme (ATAS) approval before applying for a visa. ATAS applications may take a number of weeks to process. We advise you to apply as soon as you can.

Find out more at:

[www.fco.gov.uk](http://www.fco.gov.uk) (type 'ATAS' into the search box)

## Visa refusal

If you do not have the required evidence to show that you meet the points, your visa will be refused.

If you apply for your visa from outside the UK and you feel an error has been made, you can ask for one Administrative Review for each application. You will get details with the visa refusal notice. If your Administrative Review is refused, you can ask for your fees deposit back from the University - after sending a copy of your refusal notice to the University's Finance Department.

## Visa length

### Degree level:

- **Course length 12 months or more: one month before your course and four months after.**
- **Course length 6-12 months: one month before and two months after.**

## Pre-sessional English courses

### Unconditional offers

If you are attending a pre-sessional English course and have been made an unconditional offer for your degree or postgraduate course, your visa should be long enough to attend both the English course and the main course, with an additional four months.

### Conditional offers

If you are attending a pre-sessional English course, but must pass it before you can progress to your next course, you should be given long enough to attend the pre-sessional course with an additional month for courses under six months or two months for courses of six to 12 months in length. If you pass the course, you will need to apply

for an extension of stay within the UK to attend your main course (see below). If you plan to stay in the UK for further studies, apply for a Tier 4 (General) student visa, not a student visitor visa, as these can't be extended inside the UK. If you don't think you have been given enough time, see our international student advisers as soon as you arrive.

## International student advisers

Our international student advisers are trained immigration and welfare advisers. They are available to discuss your immigration situation or any questions you have about your stay in the UK. They can also help Teesside University students with visa extensions and other immigration applications.

Our advisers offer individual appointments and organise visa extension workshops which are advertised on Student Services' international information pages on the University e-learning website at [eat.tees.ac.uk](http://eat.tees.ac.uk) – you can use this website when you are an enrolled student.

Contact our international student advisers

**E: [international@tees.ac.uk](mailto:international@tees.ac.uk)**

**T: 44 (0) 1642 342273**

or by calling into the Student Centre, Floor 1.

If you are enquiring from outside the UK, please email with full details of your situation and student number or applicant number, if you have one.

## Tuberculosis screening

If you are a national of one of the following countries you will need evidence from an accredited clinic that you are free from infectious tuberculosis (TB) if you are coming to the UK for more than six months: Bangladesh, Ghana plus Burkina Faso, Côte d'Ivoire, Togo and Niger (which Ghana also issues visas for), Kenya plus Eritrea, Somalia, Democratic Republic of the Congo, Rwanda, Uganda (visitor applications) and Tanzania (which Kenya also issues visas for), Pakistan, Sudan, Tanzania and Thailand plus Cambodia and Laos (which Thailand also issues visas for).

Payment for screening is made in US dollars and will range from US\$50-70.

Find out more at: [www.ukvisas.gov.uk/en/howtoapply/tbscreening](http://www.ukvisas.gov.uk/en/howtoapply/tbscreening)

If you don't produce a certificate, your entry clearance will normally be refused.

Find more information from your nearest British Embassy or High Commission or at [www.ukvisas.gov.uk](http://www.ukvisas.gov.uk).

## Extending your student stay in the UK

If you are studying in the UK and want to apply for extra time as a student you need to apply for a visa extension under the points-based system. This costs £357 by post – and £100 for each dependant included. These costs are likely to increase.

Find out more at: [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk).

### In-person applications

You can apply at a public enquiry office for a £650 fee – this cost is likely to increase. You need to call in advance to make an appointment.

Contact details are on the UKBA web pages at: [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk).

### Entry clearance correction scheme

If you are a student here and think you have been given too little time on your student visa, please contact our student advisers. In some circumstances, they can have your length of leave corrected without a charge.

### Help and advice

Our international student advisers run workshops with advice and assistance on extending your visa. Email [international@tees.ac.uk](mailto:international@tees.ac.uk) or phone **01642 342277** about two or three months before your visa expires to have your name put down for a workshop. Once you have attended a workshop, they are normally able to check and submit applications through the student batch system, which tends to be faster and more reliable than individual applications. You pay by postal order – there's a small charge.

If you are already on a course at Teesside University, you may wish to apply for entry clearance if you are out of the UK and only have a limited amount of leave left. The charge for entry clearance at posts abroad is cheaper than the cost of extending leave to remain from within the UK. You will require a CAS number which you apply for through your e-vision account.

## Police registration

Your passport stamp or ID card will tell you whether you need to register with the police. If you are required to register, you must do so within seven days of your arriving in the UK.

It currently costs £34 to register. You will need this in cash when you register, plus your passport, two passport-sized photographs and any other documents the Home Office or embassy issued to you. You can normally make appointments during your orientation programme.

You need to renew your registration with the police each time you change address, course, passport or have your leave to remain in the UK extended. It does not cost you to renew your registration.

Failure to register with the police, if required to do so, is a criminal offence and could lead to prosecution. You should carry your Police Registration Certificate at all times and it must be produced to a police officer or an immigration officer on request.

## Visiting the United States during studies

It is often difficult for international students who wish to travel to the United States (US) for vacations and family visits during their UK studies to obtain a non-immigrant US visa. This is because international students often cannot demonstrate strong enough ties to the UK to satisfy the US visa authorities that they will leave the US at the end of their visit.

If you know that you may want to visit the US during your UK studies, you are advised to apply for a US visa in your own country before coming to the UK. A successful application in your own country, even if it is no longer valid when you wish to travel, should help you in a further application for a US visa.





## Fees and funding

Before you come to the UK you must ensure that you have enough money to pay for your full course fees and living expenses, and to support any dependant relatives who you bring with you. This requirement applies to all students, both European and non-European. If you need a visa to come to study, you need to show that you have enough money to fund yourself to be given a visa. Financial assistance is rarely available within the UK if you arrive without sufficient funds.

This section is intended as a guide to how much you may need – it can't take into account all possible additional requirements.

### International tuition fees 2011-12

Tuition fees for undergraduate and postgraduate degrees:

Foundation courses	£8,750
Undergraduate courses	£9,750
Undergraduate placement year	£1,000
Postgraduate courses	£10,250
MBA	£12,250

### Paying your deposit

If you are an international student coming to Teesside University for the first time, you may have to pay a deposit on your fees before you are given an unconditional offer letter. You will get the requirements for any deposit to be paid with your conditional offer letter. You will have any deposit you've paid confirmed in your Confirmation of Acceptance for Studies (CAS) letter. You don't need to provide any further documents to show that you have paid this money when obtaining your study visa.



### Refund policy

The University's refund policy for international students is set out below. Making a payment to the University before you enrol means you accept this policy.

- If you fail to get a visa, the University will refund your deposit payments in full. You will need to provide genuine original evidence of a visa refusal.
- If you don't enrol on your course at the University, half of the net tuition fee will be retained by the University.
- If you receive your visa in time to attend the course at the University but wish to defer your start date to a later session, we treat this as a failure to enrol. Half of your net tuition fee will be retained by the University. You will be required to make a new course application and any new entry fee details will apply.
- If the University cancels your programme, you will be given a full refund.
- If you withdraw in the first term, half of the net tuition fee will be retained by the University.
- If you withdraw after the start of the second term, the University will retain the entire fee.

### Paying your fees

- International students are required to pay 50% of their annual tuition fee before enrolling with the University. If you have already paid a deposit, this will be deducted from the 50%. If you don't pay 50% of your fees before enrolling, you won't be enrolled by the University.
- If you haven't paid your fees in full before enrolling, you can pay the remaining 50% in monthly instalments (up to seven payments) between October and April. Payment can be made by credit or debit card by telephone. You can also pay by cheque or bank transfer.

If you have any queries contact the University's Finance Department:

T: +44 (0) 1642 342172

E: [finance@tees.ac.uk](mailto:finance@tees.ac.uk)

### International scholarship

Teesside University gives a scholarship of £1,500 a year to all full fee-paying students. This is awarded as a reduction in tuition fees. For example, undergraduate students are charged fees of £8,250 rather than £9,750.

### Fee discount

If you pay your fees in full before enrolling you will be given a further 5% discount.



## Staying-on bonus

If you stay at Teesside University to progress from an undergraduate course to a postgraduate course, you can receive a further £1,000 discount on fees.

## Physiotherapy, occupational therapy and radiography courses

If you are on one of these courses, you may have additional fees. You should check with the University's Finance Department for details (email [finance@tees.ac.uk](mailto:finance@tees.ac.uk)).

## Home and European Union national fees

Students who should be charged the home rate of fees are:

- nationals and families of the European Union (EU) who have been ordinarily resident in the European Economic Area (EEA) and/or Switzerland for the three years before the relevant date (1 September for autumn starters)
- EEA and Swiss migrant workers and their families
- children of Turkish migrant workers
- those who have been granted refugee status and those with exceptional or discretionary leave to remain or humanitarian protection, their spouses, civil partners and children/adopted/stepchildren
- those who are 'settled' in the UK and meet residence requirements, and have no limit attached to their stay in the UK.

Non-EU nationals with an EU national or EEA migrant worker in their household (spouse, civil partner, parent, child or spouses/civil partners of parents and children) may be eligible for home fees status if the family member has been resident in the EEA for three years before the course begins.

The residence in the EEA must not have been mainly for education and students over the age of 21 may need to prove their dependency on that family member.

The home rate of fees for an undergraduate course will be £3,375 in 2011-12.

If you think you may be eligible to pay home fees instead of international fees, you should complete and return a fee assessment form – this is available by emailing [registry@tees.ac.uk](mailto:registry@tees.ac.uk).

## Financial support for undergraduate European students

The financial support system provided by the UK government is called Student Support. This may provide you with a loan to pay your tuition fees and, in some circumstances, also offers grants and/or a loan for living costs.

If you are an EU national who has lived in the EEA and/or Switzerland for the three years before the 'first day of the first academic year of your course' (1 September 2011 for courses starting in autumn 2011), you can apply for a £3,375 loan to pay your fees. The loan does not depend on your family's income. You apply for this fees loan on a EU11N form (Application for Student Finance 2011/12 for EU Students) available from [www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance) or by phoning **+44 (0) 141 243 3570** (Monday to Friday 9.00am to 5.30pm). You apply each year for this funding.

If you are an EU national who has lived in the UK for at least three years before the 'first day of the first academic year of your course' (1 September 2011), or you (or your immediate family) have been working in the UK as an EEA migrant worker, you may be eligible for grants and/or a loan for living costs. The amount of living-cost funding can depend on your family's income. If you are eligible, you apply for this funding to Student Finance England (if you are resident in England). You can apply online or by a paper form (PN1 form). You apply each year for this funding.

Find out more about Student Support funding and application forms at: [www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance).

The UK Council for International Student Affairs (UKCISA) also has a useful guidance note on this: *Student Support: am I eligible for financial support?*

Find out more at: [www.ukcisa.org.uk](http://www.ukcisa.org.uk) (Fees and funding)

### Please note

UK and EU students who are charged fees of £3,375 in 2011-12 are eligible for Teesside University's undergraduate bursary scheme – this is non-repayable money we give to students. The amount you may receive depends on your family's income:

- if your family income is the equivalent of £31,000 per year or less you could receive a bursary of £500 per year from the University.

This money is paid in three instalments at the end of each academic term. You do not need to apply directly to the University for this. When you apply for Student Support you are also applying for the University bursary.

If you have any questions about this funding email: [studentfinance@tees.ac.uk](mailto:studentfinance@tees.ac.uk).



## Living costs while you study

The UK government says students who will be studying in the UK (outside London) will need to show that they have their tuition fee costs and funding for living costs of at least £5,400 per year to get a visa (for courses lasting longer than nine months). You must also show that you have at least £400 per month for each dependant you may want to bring with you.

The Teesside region has a lower cost of living than other parts of the UK. Depending on your lifestyle choices – for example, how much you will spend on entertainment, clothing, visiting other parts of the UK – you may need more than the amount of funding which you need to get a visa.

Effective money management is a skill for life, not just as a student.

It may take you a short time to get used to the UK currency and the costs of living. If you have any questions then please seek advice.

The basic ideas of student money management are:

- make sure you are getting all the money you are entitled to receive – for example from family, loans or part-time work
- make sure your tuition fees are paid to the University
- work out your remaining money on a weekly or monthly basis
- make sure you cover all your fixed essential costs (such as rent, fuel, insurances)
- set yourself a budget for non-essential costs or flexible essential costs (such as socialising, clothes, food) and try to stick to it – ask yourself whether you 'need' something or just 'want' it
- take into account irregular costs (such as presents for family or travel home from University)
- keep track of where your money goes (keep receipts and/or a spending diary) – especially mobile telephone costs
- review your budget every week or month
- if things go wrong, do speak to those you owe money to (don't try to hide or ignore the problem) and seek advice.

Use the UNIAID international student calculator to help you to manage your money: [www.studentcalculator.org.uk/international](http://www.studentcalculator.org.uk/international).

## Living arrangements

Once you have been made an offer of a place on a course and wish to accept it firmly, you will be sent details of how to apply for accommodation via our website using your VIP Account.

Email [accommodation@tees.ac.uk](mailto:accommodation@tees.ac.uk) with any queries.

## Funding sources

### Student support funding

Some undergraduate students who have been resident for a number of years in the UK can receive Student Support Funding, which assists towards the cost of fees, and a Student Loan to help towards living costs.

Under the usual rules to qualify, you must:

- have been ordinarily resident in the UK for three years up to 1 September before the beginning of your course (if it begins in the autumn) and
- not have been resident wholly or mainly because you were receiving full-time education and
- have 'settled' status (be ordinarily resident in the UK without any time restriction on your stay under the immigration rules) and
- be attending a complete course designated for Student Support purposes and
- not already have a qualification which is equal to, or higher than, the current course of study
- apply within nine months of the beginning of your course (before 31 May for courses beginning in autumn 2011).

There are some exceptions to these rules – for example refugees, EEA migrant workers and families.

Find out more at: [www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance)

### Scholarships

Some scholarships are available to students. Most are made by the British government to certain other governments and, in most cases, you must apply from your own country before coming to study in the UK – and often well in advance of the course starting.

To get information about these, you should contact your own ministry of education, which will have details of most schemes – or the nearest British Council offices, British Embassy or High Commission. You can find the address of the British Council in your home country at: [www.britishcouncil.org/home-contact-worldwide.htm](http://www.britishcouncil.org/home-contact-worldwide.htm).

If the British Council doesn't have an office in your home country, you are not eligible for British Council funding. You should contact the British Embassy or High Commission in your country of origin: [www.britishembassy.gov.uk](http://www.britishembassy.gov.uk).

Other useful websites giving funding information are:

Education UK: [www.educationuk.org](http://www.educationuk.org)

Prospects (graduate careers website): [www.prospects.ac.uk](http://www.prospects.ac.uk)

UKCISA: [www.ukcisa.org.uk](http://www.ukcisa.org.uk)

These organisations will also be able to provide you with additional information about studying abroad and living in the UK.

### Scholarships awarded by the UK government

#### Commonwealth Scholarship and Fellowship Plan

This is to assist Commonwealth students and academics of high intellectual calibre to study in other Commonwealth countries. They are primarily awarded to postgraduate and research students. Undergraduate or non-degree courses are only considered in special circumstances. Applicants should be resident in their own country when applying.

Find out more at: [www.acu.ac.uk](http://www.acu.ac.uk)

### Sino-British Scholarship Scheme

This is for students in the People's Republic of China who are resident in China at the time of application. Awards are for postgraduate study in the UK. Applications are channelled through the State Education Commission in Beijing. Apply to your home institution or work unit.

### British Marshall Scholarships

Awards are open to US citizens under 26 years of age who are graduates of US universities. Awards cover fares, tuition fees, maintenance, books, thesis and travel allowances. About 40 new awards are available every year.

The awards are publicised in US universities. British consulates in the US have details or at: [www.marshallscholarship.org](http://www.marshallscholarship.org).

### Other funding sources

#### European Community schemes

Some grants exist to promote exchanges of students and academic staff within Europe, such as the SOCRATES, LEONARDO and MARIE CURIE (research) programmes.

The European Commission also makes some awards to students from developing countries.

For information contact the European Commission in your own country, or visit [www.europa.eu](http://www.europa.eu).

Another source of EU funding information is [www.eurodesk.org](http://www.eurodesk.org).

#### International agencies

Some international organisations, such as UNESCO and WHO operate schemes, usually for developing countries.

Find out more from your own ministry of education.

#### Voluntary organisations

Voluntary organisations, such as religious bodies and charities, sometimes award scholarships.

Contact the appropriate organisations in your own country.

#### The British Council scholarships database

The British Council now has a searchable online database of possible scholarships.

Find out more at: [www.educationuk.org/scholarships](http://www.educationuk.org/scholarships)

Find out more about funding on the British Council website: [www.britishcouncil.org/learning-funding-your-studies.htm](http://www.britishcouncil.org/learning-funding-your-studies.htm).

## Money and banking

### British currency – coins and notes

The UK's unit of currency is the pound sterling (£). It is divided into 100 pence (100p). The coinage issued is 1p, 2p, 5p, 10p, 20p, 50p, £1.00 and £2.00. The notes are in denominations of £5.00, £10.00, £20.00 and £50.00.

### Transferring money to the UK

You can pay a deposit, fees or accommodation by bank transfer or, if you have relatives in the UK who can pay your deposit, by a UK credit or debit card, or cheque.

If you are organising a bank transfer, here are our bank details:

**Barclays Bank**  
**28-32 Albert Road**  
**Middlesbrough**  
**Tees Valley**  
**TS1 1QD**  
**UK**

**Account name:** University of Teesside Fees  
**Account number:** 20427403  
**Sort code:** 20-56-78  
**SWIFT code:** BARCGB22  
**IBAN code:** GB03 BARC 2056 7820 4274 03

When you make a payment, please state your enrolment number or UCAS number (if known). This will help us to allocate your payment efficiently. You must also remember to take into account the current exchange rate when you make a payment.

If you have any queries about paying your fees, contact the Finance Department: [finance@tees.ac.uk](mailto:finance@tees.ac.uk).

### Personal money

There are several methods of transferring money to the UK:

#### Mail payment orders (mail transfers)

Mail transfers rely on the postal service and there is a danger that they may get lost between banks.

#### Electronic transfer

This is safer than mail transfers as the instructions for transfer pass between banks by cable or telex. This option can be more expensive.

#### Banker's draft

This is a reliable, if slow, method of transfer. Your own bank can issue a banker's draft, which is sent on to you to cash in the UK. However, it may take up to 28 days to clear such drafts and you may need to have another source of money to cover you in the short term, such as traveller's cheques.

Please remember that, before you can make a transactions, the appropriate amount of money must be in the remitting account in your home country. If you are being sponsored, please check that your sponsor has made the necessary arrangements.

#### Foreign exchange controls

Some countries apply an upper limit to the amount of currency that may be converted in any one year. You are advised to check with your bank to see what, if any, restrictions apply long before you make arrangements to travel. You will need formal written evidence of enrolment, course fees and supporting documentation in such countries. Some will also require written advice on recommended living expenses.



## Banks and bank accounts

Most of the major banks in Middlesbrough will open an account for full-time international students at the University on courses lasting for a year or longer. You need to provide the following documents:

- your valid passport or EU identity card
- UCAS or official University offer letter addressed to your home address
- the latest bank statement from your home bank
- a document confirming your local address during your studies (see below).

### Proof of local address – students in University-managed accommodation

If you have a place in accommodation arranged by the University, you can request a letter from the Student Centre reception when you arrive in the UK. You must bring your passport or EU identity card with you.

### Proof of local address – students in private-sector accommodation

If you are have privately rented accommodation, you may have to wait to provide your bank with a household bill (gas, electricity or telephone) to prove your local address before the bank can fully open your account. Tenancy agreements are not usually accepted. As a bill may take up to several weeks to be issued, you should bring sufficient money in the form of traveller's cheques, or ensure that you have a good balance on your credit or debit card, to meet your living costs over that period. Certain banks may accept a letter from the University (available from Student Services) confirming the address we have for you.



### Bank accounts

You are recommended to check regularly for what facilities the major banks can offer you – it can depend on the way your funding is organised. When you produce the documents listed above, most banks can offer a basic bank account to non-UK nationals. This means that the account must remain in credit at all times. It will allow you to use standing orders and direct debits to pay for regular goods and services. Paying bills by standing order or direct debit can help you manage your money effectively. You may be given a cash card to use at a cash dispenser or cash points (ATM) – you can use it to draw cash from your account, outside of normal banking hours.

There are HSBC cash dispensers in the University main entrance and in the Students' Union.

The banks will not usually grant credit cards and loans to international students. Some offer other facilities such as a debit card, cheque book, Visa card, savings account and other schemes if you meet certain eligibility criteria. You may be charged for such facilities and you may have to keep a minimum balance.

### Please note

UK bank accounts are not usually open to students whose stay in the UK is for less than one year.

Do not carry large amounts of cash with you. Instead use traveller's cheques or a credit card.

The British Bankers' Association has a useful leaflet, *International students: opening a UK bank account* on their website: [www.bba.org.uk](http://www.bba.org.uk).

The major UK banks have branches in all towns and cities. You will find it convenient to open an account with a bank near to the University. Banking hours vary, but most open at 9.30am and have branches that open on a Saturday morning.

### Middlesbrough banks

**Barclays**, 169 Linthorpe Road  
T: +44 (0) 845 755 5555

**Halifax**, 16-20 Linthorpe Road  
T: +44 (0) 1642 399559

**HSBC**, 60 Albert Road  
T: +44 (0) 845 740 4404

**Lloyds TSB**, 137 Albert Road  
T: +44 (0) 845 072 3333

**National Westminster**, 106 Linthorpe Road  
T: +44 (0) 845 306 6581

**Royal Bank of Scotland**, 22 Albert Road  
T: +44 (0) 1642 225626

You should ask your bank to send you regular (usually monthly) statements, which you should keep as documentary evidence for renewing your student visa.

### Building societies

These offer services for people with money to save, often at favourable interest rates.

# Travelling and arriving

## Planning when you arrive

You should arrive on the date and time requested by our Accommodation Service. Accommodation will be available from Thursday 22 September 2011. Students should arrive in time for our orientation programme on Saturday 24 September 2011 (see page 17).

If you have been allocated a University-managed house in the private sector and you are unable to arrive before 4.30pm Monday to Friday, you will need to book a room overnight in a local hotel or bed and breakfast and call into our Accommodation Service the next working day.



## List of residential hotels

Brief details of local hotels are below. Find out more at: [www.tees.ac.uk/accommodation](http://www.tees.ac.uk/accommodation).

### Please note

The prices quoted are the minimum for a single room including VAT and may not include breakfast – they are just a rough guide. The miles are the approximate distance from the University (1 mile = 1.6 kilometres).

Name	Address and website	Telephone	Min cost	Miles away
Baltimore Hotel	250 Marton Road, Middlesbrough TS4 2EZ <a href="http://www.baltimore-hotel.co.uk">www.baltimore-hotel.co.uk</a>	+44 (0) 1642 224111	£75.00	1
Blue Bell Lodge	Acklam Road, Acklam, Middlesbrough TS5 7HL	+44 (0) 1642 593939	£55.00	4
Cambridge Hotel	161 Cambridge Road, Middlesbrough TS5 5HL	+44 (0) 1642 816775	£25.00	2
Chadwick Guesthouse	27 Clairville Road, Middlesbrough TS4 2HN <a href="http://www.chadwickguesthouse.com">www.chadwickguesthouse.com</a>	+44 (0) 1642 287235	£28.00	1
Grey House Hotel	79 Cambridge Road, Middlesbrough TS5 5NL <a href="http://www.greyhousehotel.co.uk">www.greyhousehotel.co.uk</a>	+44 (0) 1642 817485	£48.00	2
Longlands Hotel	295 Marton Road, Middlesbrough TS4 2HG <a href="http://www.longlandshotel.com">www.longlandshotel.com</a>	+44 (0) 1642 244900	£25.00	1
Premier Inn	Middlesbrough South (Marton), Marton Way, Middlesbrough TS4 3BS <a href="http://www.premierinn.com">www.premierinn.com</a>		prices vary daily	2.5
Sporting Lodge Inns	Low Lane, Stainton Village, Middlesbrough TS17 9LW <a href="http://www.sportinglodgeinns.co.uk">www.sportinglodgeinns.co.uk</a>	+44 (0) 1642 578100	£78.00	6
The Highfield Hotel	Marton Road, Middlesbrough TS4 2PA <a href="http://www.bw-highfieldhotel.co.uk">www.bw-highfieldhotel.co.uk</a>	+44 (0) 1642 817638	£72.00	1
The Marton Hotel & Country Club	Stokesley Road, Marton, Middlesbrough TS7 8DS <a href="http://www.martonhotel.co.uk">www.martonhotel.co.uk</a>	+44 (0) 1642 317141	£50.00	4
The White House	311 Marton Way, Middlesbrough TS4 2HG	+44 (0) 1642 244531	£25.00	1
Thistle Hotel	Fry Street, Middlesbrough TS1 1JH <a href="http://www.thistle.com">www.thistle.com</a>	+44 (0) 1642 333115	£59.00	0.5
Travelodge	Newport Road, Middlesbrough TS1 1EL <a href="http://www.travelodge.co.uk">www.travelodge.co.uk</a>		prices vary daily	0.5

We can't accept responsibility for the accuracy of the information or any arrangements made. Please check with the hotel directly.

## Air travel to the UK

If you are flying into the UK we strongly advise that you find out about connecting flights to Durham Tees Valley Airport or Newcastle Airport. Although these may increase the cost of your flight, it may be better than the extra time and expense of getting to Middlesbrough from other airports. Also, we provide a meet and greet service from these airports. There are regular flights from Paris and Amsterdam to Durham Tees Valley Airport.

Useful websites include:

[www.durhanteesvalleyairport.com](http://www.durhanteesvalleyairport.com)

[www.flybmi.com](http://www.flybmi.com)

[www.bmibaby.com](http://www.bmibaby.com)

[www.britishairways.com](http://www.britishairways.com)

[www.klm.com](http://www.klm.com)

[www.expedia.co.uk](http://www.expedia.co.uk)

[www.easyjet.com](http://www.easyjet.com)

[www.jet2.com](http://www.jet2.com)

## When you arrive in the UK

All passengers arriving at UK ports, airports, seaports and the Channel Tunnel are checked through passport control and must produce their passports or identity documents. Your passport will be stamped to show when and where you entered the UK.

## Difficulties at immigration

Problems at the port of entry may arise even if you have the correct documentation. People are occasionally refused entry into the UK when they arrive and may need to find help.

If you have obtained entry clearance before arriving in the UK, you have the right to appeal against being refused by serving a notice of appeal on the immigration officer who refused you entry. You can remain in the UK until the appeal is heard.

The Immigration Advisory Service (IAS) has an office at each main airport. Its staff can advise and intervene on behalf of people who are refused entry. IAS can represent students at appeal hearings.

The IAS has a branch in Middlesbrough which is open 10.00am to 4.00pm Monday to Friday:

1st Floor, Newham House  
96-98 Borough Road  
Middlesbrough  
TS1 2HJ

**T: 01642 219222**

**F: 01642 203828**

[www.iasuk.org](http://www.iasuk.org)

If you don't have entry clearance you are likely to be put on the next available flight back to your home country. You have no right of appeal until you return to your home country.

## Importing goods and produce into the UK

Many students like to bring 'a taste of home' when they come to study in the UK. However, there are strict controls on bringing any plant or animal products into EU countries as they can carry animal pests and diseases which can be devastating to both the ecology and economy. New legislation means that most plants and products derived from milk or meat are prohibited (banned) from being brought in.

Find out more at:

[www.campaigns.direct.gov.uk/dontbringmeback](http://www.campaigns.direct.gov.uk/dontbringmeback)

[www.defra.gov.uk](http://www.defra.gov.uk)

### Prohibited and restricted goods

Many items are prohibited or restricted. Some examples are listed below.

#### Prohibited goods

- unlicensed drugs, such as heroin, morphine, cocaine, cannabis
- offensive weapons such as flick and butterfly knives, daggers, knuckledusters and some martial arts equipment
- indecent and obscene material featuring children, and some types of pornographic and obscene material
- counterfeit or pirated goods
- most meat, milk and animal products.

#### Restricted goods (goods you can't import without a licence)

- firearms, explosives and ammunition, including stun guns and gas canisters
- live animals and birds
- endangered species including birds and plants, dead or alive, and goods made from them
- certain plants and their produce
- certain radio transmitters.

You can find a comprehensive list of restricted goods at:

[www.hmrc.gov.uk](http://www.hmrc.gov.uk).

Breaking the rules on imports is a serious offence and those found to be in possession of prohibited items can face an unlimited fine or imprisonment. Any items found will be seized and destroyed. If in doubt, leave it out!



## Meet and greet service

We offer a free meet and greet service from Durham Tees Valley Airport and Newcastle Airport on 23 September 2011. You can get more information and an application form from our website: [www.tees.ac.uk/international](http://www.tees.ac.uk/international).

If you need to arrive on another date, you should email [meetandgreet@tees.ac.uk](mailto:meetandgreet@tees.ac.uk) to ask if the service is available. Please note that you must book our meet and greet service online at least two working days prior to departure.

## Arriving at local airports

If you are unable to use the meet and greet service, here's how you travel from these airports.

### Durham Tees Valley Airport to Middlesbrough

Durham Tees Valley Airport is not far from the University. Arriva runs an hourly bus service: the number 12 bus takes about one hour to Middlesbrough bus station and costs about £4.50 for a single ticket. The service operates between 6.44am and 5.55pm, Monday to Saturday.

Find out more at: [www.arrivabus.co.uk](http://www.arrivabus.co.uk)

The cost of taking a taxi from the airport to the University is approximately £20 and the journey time is about 15 minutes.

### Newcastle Airport to Middlesbrough

Take the Metro from the airport to Newcastle Central Station. There are regular trains to Middlesbrough. We recommend that you change trains at Darlington. The cost of a single ticket from Newcastle Central to Middlesbrough is around £11.00 and the journey takes just over an hour.



## Travelling to Middlesbrough

(See also the sections on trains and coaches on page 14.)

### Travelling from London Heathrow Airport

#### By air

(See Air travel to the UK on page 12.)

#### By train

To get to London King's Cross Station you should take the Underground (Piccadilly Line). A taxi would be very expensive and probably take longer.

#### By coach

Direct coaches and coaches via Victoria Coach Station in London operate from each terminal at Heathrow. Approximate cost £30.00 (single) or £25.00 (single with NX2 card).

### Travelling from London Gatwick Airport

#### By air

There are no direct flights from Gatwick to Durham Tees Valley although there are flights from Gatwick to Newcastle Airport on British Airways and Jet2. For further information see Air travel to the UK on page 12.

#### By train

To get to London King's Cross station you should take the Thameslink train service to St Pancras. Avoid the Gatwick Express – it is more expensive and less convenient. St Pancras is a short walk from King's Cross station. It costs about £100 from Gatwick to Middlesbrough.

Find out more at: [www.firstcapitalconnect.co.uk](http://www.firstcapitalconnect.co.uk)

#### By coach

Coaches to Middlesbrough which go via Victoria coach station operate from Gatwick Airport South Terminal and can take from eight to ten-and-a-half hours. The cost can be up to £50 (single) or £40 (single with NX2 card).

### Travelling from Manchester Airport

#### By train

There are direct trains from Manchester Airport to Middlesbrough station. The TransPennine Express leaves every hour. The journey costs from £45 and takes approximately three to four hours.

#### By coach

There are direct coach services to Middlesbrough bus station. The approximate cost is £21.00 (single) or £17.00 (single with a student NX2 card). There are about nine coaches per day. The first coach leaves at about 7.00am, the last coach leaves at 4.20pm and the journey takes approximately four to five-and-a-half hours.

## Travelling from Dover

### By car

Take the A2/M2. Join the M25 (anti-clockwise). Take the M11 (signposted to Cambridge) and then the A604. Join the A1 heading north. Take the A19 (signposted to Teesside). Take the A66 towards Middlesbrough.

### By train

Trains from Dover go to various London stations. They cost about £20 and take less than two hours. Take the Underground to King's Cross station.

## Travelling from Folkestone

### By car

Take the M20 to join the M25 and then follow the route as from Dover.

### By train

Trains go to Charing Cross station. Take the Underground to King's Cross station.

## Trains

Rail passenger services run from Middlesbrough station to all major British towns, although you may have to change at other stations.

For more information:

[www.thetrainline.com](http://www.thetrainline.com)

[www.nationalrail.co.uk](http://www.nationalrail.co.uk)

[www.livedepartureboards.co.uk](http://www.livedepartureboards.co.uk)

Or call **08457 484950**

Trains to Middlesbrough leave London from King's Cross station. A standard single from London to Middlesbrough can cost over £100, less if you book in advance on the internet. To get to Middlesbrough you will normally have to change at Darlington, sometimes at York. The journey from London to Middlesbrough normally takes around three hours. Generally, it is unusual for trains to have late night services (after 11.00pm), so try to travel early in the day to allow for connections and delays. Train travel is relatively expensive in the UK and travelling on a Friday or Saturday will increase your ticket price. Services on a Sunday are limited.

Train tickets are sold at stations and normally you must buy a ticket before boarding a train. There is a wide variety of types of ticket – basically, you can buy either a one-way ticket (single) or a return. Standard-class tickets are usually cheaper than other classes of ticket and can be even cheaper if you are able to book (and pay for) it at least one week in advance. The University is close to Middlesbrough railway station – you can reach it by leaving the station through its main entrance and going right on to Albert Road. The redbrick clock tower of the University Waterhouse Building is visible at the end of Albert Road (approximately a ten-minute walk). Please see the map on page 28.

Alternatively, there is a taxi rank outside the station. The journey is short and should cost around £3, although there may be an additional charge after midnight.

## Young Person's Railcard

This gives a 33% reduction off most rail fares anywhere in the UK. It is available to people aged 16 to 25 and all full-time students aged 26 or over. The card is valid for 12 months and currently costs £26 for a year. Cards are available from most railway stations and some major airports. You will need a passport photograph and evidence of your age if aged 16 to 25 (a passport, birth certificate or driving licence). If you are aged 25 or over, you need proof that you are enrolled on a full-time course.

Find out more at: [www.youngpersons-railcard.co.uk](http://www.youngpersons-railcard.co.uk)

Websites with travel information and ticket purchasing facilities include:

[www.nationalrail.co.uk](http://www.nationalrail.co.uk)

[www.nationalexpress.com](http://www.nationalexpress.com)

[www.thetrainline.com](http://www.thetrainline.com)

Or call National Rail Enquiries on **08457 484950**.

## London Underground (Tube)

The Tube can be very busy and overcrowded at peak times. If you have a lot of luggage, you may find it easier (although more expensive) to travel by taxi.

Find out more at: [www.tfl.gov.uk/tube](http://www.tfl.gov.uk/tube)

## Coaches (buses)

National Express Coaches has a comprehensive network of services between most major towns in the UK, which operates from principal bus stations.

Coaches depart from London's Victoria coach station. The coach journey to Middlesbrough can take around six to seven hours and costs approximately £30.00 (£23.60 with an NX2 card).

For long-distance coaches – such as those from London to Middlesbrough – you must buy a ticket before you board the coach.

Find out more at: [www.nationalexpress.com](http://www.nationalexpress.com)

On some shorter journeys, such as those coaches serving the airports, you can buy a ticket as you board.

Middlesbrough bus station is situated on Corporation Road – call **01642 607124** for more information. It is a cheap way to travel and students who purchase an NX2 card can get reduced price tickets.

To walk to the University from the bus station, leave by the main entrance on to Corporation Road and turn right. Go straight ahead until you reach the traffic lights on the junction of Corporation and Albert Roads. Turn right and continue to the end of Albert Road (approximately a ten-minute walk).

If you take a taxi, the journey is short and costs around £3.

## Young Persons' Coach Card

This gives reductions of up to 30% on most National Express coach fares for people up to the age of 26. The NX2 card currently costs £10 for one year.

Forms are available from bus stations and students' unions or order from: [www.nationalexpress.com/save/nx2.cfm](http://www.nationalexpress.com/save/nx2.cfm).

## Local travel

You pay for local buses when you get on them. Details on local services are available from Middlesbrough bus station.

Local trains operate from Middlesbrough station. You can buy a ticket from the ticket office or pay on the train. Details of services are available at the station.

## Driving licences

If you wish to drive in the UK, you need to be certain that you have a valid licence. It may be possible for you to use your existing licence.

### Northern Ireland

Students from Northern Ireland can use their full Northern Ireland licence until it expires or exchange it for a GB licence.

### European Economic Area nationals

If you have a valid full licence from Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Gibraltar, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain or Sweden, you may use that licence for as long as it remains valid. If the EEA licence expires, you must get a British licence.

## Important legal requirements

### For drivers

- You must have a licence that allows you to drive in Great Britain.
- In Britain, you must drive on the left-hand side of the road and overtake on the right.
- Drivers and front-seat passengers must wear seat belts. Rear passengers must wear them if they are fitted.
- You must not drive under the influence of alcohol or drugs or use hand-held mobile phones while driving.
- You must observe speed limits: 20, 30 or 40 miles per hour (mph) in towns, 70mph on motorways and 60mph on all other roads.
- The minimum age for driving a car or motorcycle is 17 years of age, 18 if you are driving a medium-sized vehicle and 21 for large lorries and buses.

For full details of the regulations covering driving in the UK please see the following websites:

[www.ukcisa.org.uk/files/pdf/info\\_sheets/driving.pdf](http://www.ukcisa.org.uk/files/pdf/info_sheets/driving.pdf)

[www.dvla.gov.uk](http://www.dvla.gov.uk)

### For cars

UK law requires that all vehicles are registered, taxed and insured.

To license the vehicle you must take all your vehicle documents between 9.00am and 5.00pm, Monday to Friday to:

DVLA Local Office  
St Mark's House  
St Mark's Court  
Thornaby  
Stockton-on-Tees  
TS17 6QR

**T: 0870 850 0007 (UK calls only)**

To tax the vehicle, take your documents to any post office and complete form V55. The cost of taxing a car depends upon its age and CO<sub>2</sub> emissions or engine size.

Details of vehicle taxes are available from [www.dvla.gov.uk](http://www.dvla.gov.uk) at vehicle information.

We recommend that you contact the DVLA Local Office for up-to-date details of the documents you will need to tax and license your vehicle.

### Please note

**To drive a vehicle without registration documents and/or insurance is illegal and, if caught, you will be fined.**

**Parking fines should be paid promptly.**

**You should not borrow a friend's car without proper insurance arrangements.**

## UK Electrical Voltage

The standard UK electrical voltage is 230v.





# Teesside University

## Pre-sessional academic English and study skills courses

### Improve your English before you start your degree

To study at a UK university successfully you need a high level of English to write essays and reports accurately and in an appropriate academic style, listen to academic lectures and take notes, give formal presentations, ask questions, challenge ideas and argue points in academic discussions, and read and summarise academic texts.

If you have not studied at a UK university before, we strongly recommend you attend one of our pre-sessional academic English language courses which are designed to give you the best possible start to your University studies. They:

- help you acquire academic and study skills in English
- build your confidence in using your English
- give you an opportunity to adapt to life in the UK and make friends
- help you become familiar with the University facilities and local area.

### Programme content

The fee for each course includes language tuition and course materials, an orientation programme, social activities and excursions.

### Language tuition

These language courses are intensive and aim to develop your general and academic English skills. They include classes in essay writing, listening and note-taking, reading, presentation and seminar skills.

### Application forms and further information

Find out more about these courses, including example timetables, at: [www.tees.ac.uk/international](http://www.tees.ac.uk/international). You can download an application form from our website or request one by emailing the English language support administrator ([elt@tees.ac.uk](mailto:elt@tees.ac.uk)).

Course	Start date	End date
<b>For students starting a degree in September 2011</b>		
10 weeks	06.07.11	16.09.11
5 weeks	10.08.11	16.09.11
<b>For students starting a degree in September 2012</b>		
40 weeks	10.10.11	14.09.12
30 weeks	04.01.12	14.09.12
20 weeks	04.04.12	14.09.12
<b>We also offer an international foundation year (IFY):</b>		
IFY	26.09.11	25.05.12

### Which pre-sessional course is best for you?

For students whose English level is just below the entry requirement and who need to develop their:

- 1 general English
- 2 academic English
- 3 study skills

Course title: 10-week pre-sessional

Dates: 6 July - 16 September 2011

Tuition/week: 19 hours

Fees: £2,200

Discount on University tuition fees\*: £400

Entry requirements: minimum IELTS 5 or equivalent

For students who have a high level of English, but have not studied at an English-speaking university before and need to develop their:

- 1 academic English
- 2 study skills

Course title: five-week pre-sessional

Dates: 10 August - 16 September 2011

Tuition/week: 19 hours

Fees: £1,100

Discount on University tuition fees\*: £200

Entry requirements: minimum IELTS 5.5 or equivalent

\*All international students who attend one of these courses and successfully progress on to a full-time degree course at Teesside University will receive this discount on their University tuition fees in October 2011.

## In-session English language course

We provide free support with general and academic English to all international students throughout the academic year. This support helps students with academic English and study skills. As an international or EU student, you will sit a diagnostic assessment when you arrive and be allocated to an appropriate course. You will get more information at our international orientation event in September, on our [www.tees.ac.uk/international](http://www.tees.ac.uk/international) or by contacting the English language support administrator ([elt@tees.ac.uk](mailto:elt@tees.ac.uk)).

## Orientation programme

Your studies at Teesside begin with an orientation programme which will help you to make new friends. You will also meet the support staff who are here to help you during your course and to give you advice about, and access to, some of the essential services you will need while you live in the UK. These include:

- opening a bank account
- registering with a doctor
- signing up for free English language and study skills classes
- advice for students with families
- support services for international students.

### Orientation Dates

Undergraduate and Postgraduate students meet on **Saturday 24 September 2011**.

See the University website for additional orientation sessions: [www.tees.ac.uk/international](http://www.tees.ac.uk/international).

## Advice services

Within the University there are advice services to assist all students. If you have any difficulties with any aspect of your stay in the UK, there are trained advisory staff who are available to help you.

## Student Services

Student Services in the Student Centre deals with enquiries about accommodation, careers, counselling, the chaplaincy (religious provision), disability, sport and well-being, the Well-being Centre and the University Nursery. It also includes Advisory Services, with its international and finance advisers.

### Opening hours:

Monday	8.30am-5.00pm
Tuesday	8.30am-5.00pm
Wednesday	9.30am-5.00pm
Thursday	8.30am-5.00pm
Friday	8.30am-4.30pm

T: +44 (0) 1642 342277

F: +44 (0) 1642 342289

E: [studenthelp@tees.ac.uk](mailto:studenthelp@tees.ac.uk)

[www.tees.ac.uk/studentsservices](http://www.tees.ac.uk/studentsservices)

### International student advisers

You can find our international student advisers in Student Services. They can help and advise you on your application for your entry visa into the UK, extensions to your visa, change of status, residency and settlement, work permits, funding and finance. Please email [international@tees.ac.uk](mailto:international@tees.ac.uk) with queries, call +44 (0) 1642 342277 to make an appointment or go to the reception desk.

### Accommodation

Please see Travelling and arriving, page 11.

### Counselling service

Our counselling service offers support and individual counselling to students, in a confidential setting, for a wide range of concerns. This involves giving you the time and space to come and talk about anything that may be of concern to you during your stay at the University. All the counsellors are professionally trained and will help you find the support you need during your stay.

You can contact the counsellors or make an appointment through the Student Centre Information Desk, or call +44 (0) 1642 342277 or email [counselling@tees.ac.uk](mailto:counselling@tees.ac.uk). An open door session is available every day where you can drop in and talk to a counsellor for 45 minutes about any issue.

### Disabled students

The University aims to ensure that all disabled students have access to the support they require.

If you have a disability, a specific learning difficulty or a mental health difficulty please contact our disability advisers before you come to Teesside. This gives us time to put relevant support in place and enables you to find out about what may be available to you. Your enquiry will be treated confidentially. Please email [disability@tees.ac.uk](mailto:disability@tees.ac.uk).

## Religious provision

### The Little House

#### 96 Park Lane (just behind Parkside Halls)

This is the University's multifaith and chaplaincy meeting place. You can drop in to meet other students each Wednesday afternoon, 12.00pm-3.00pm. Pick up a programme of events and other opening times from the reception desk in the Student Centre or from one of the chaplains. You will also find copies of the booklet *The Chaplaincy and Pastoral Service* at the reception desk.

The chaplain can provide contacts for and information about most religious traditions in the Teesside area.

### The University Chaplaincy

The chaplain can be contacted at the Chaplaincy Office in the Student Centre. You don't need an appointment. If the chaplain isn't available, you can contact him by email, telephone or by leaving a message at the reception desk in the Student Centre. The chaplain provides an independent and confidential service to all students. He offers friendship, support and time for everyone and hopes to be alongside students as they face the challenges of University life.

The chaplain also provides a programme of activities during the academic year – everyone is welcome to join in. If he can't help directly, the chaplain usually know someone who can.

Our chaplain is Rev Andrew Howard, University Anglican Chaplain.

Andrew also acts as a link person for international students and students from other faiths.

**T: 01642 342708**

**M: 07740 932758**

**E: chaplaincy@tees.ac.uk**

### Other contacts, associate chaplains and venues

#### Buddhist

The Atisha Buddhist Centre, 9 Milton Street, Darlington

**T: 01325 365265**

#### Christian

##### Anglican

All Saints, Linthorpe Road – daily mass and Sundays at 9.45am

St Barnabas Church, Linthorpe Road – Sunday services at 10.15am and 6.15pm

**Contact Rev Eric Wilson**

**T: 01642 812622**

**www.st-barnabas.net**

St John's, Marton Road – Sundays at 11.00am

St Columba's, Wilson Street – Sundays at 9.30am

#### Roman Catholic

Sacred Heart Church, Linthorpe Road – Sunday masses at 10.00am and 6.30pm

**T: 01642 850113**

**E: sacredheartmbro@middlesbrough-diocese.org.uk**

**www.sacredheartandstpatrick.com**

#### United Reformed

United Reformed Church, Linthorpe Road – Sundays at 11.00am

**Contact Rev Meg Robb**

**T: 01642 326343**

**E: margaret.robb1@ntlworld.com**

#### Baptist

Baptist Church, Cambridge Road – Sundays at 10.30am

**Contact Pastor Kevin Leavesley**

**T: 01642 826929**

**www.boro-baptists.org.uk**

#### Methodist

Linthorpe Road – Sundays at 10.30am

**Contact Martin Ramsden**

**T: 01642 813089**

**E: martin.ramsden@methodist.org.uk**

#### Quaker

The Friends' Meeting House, Cambridge Road – Sundays at 10.45am

**Contact Michael Wright**

**T: 01642 851919**

**E: counsel@fish.co.uk**

#### Greek Orthodox

St Columba's Church (next to Sainsbury's supermarket) – first Sunday of each month at 4.30pm

**Contact Vassos Georgio**

**T: 01642 458168**

#### Hindu

The Hindu Cultural Centre, 54 Westbourne Grove, North Ormesby, Middlesbrough

**T: 01642 218428 (office)**

**T: 01642 219626 (priest)**

### Islamic

University Designated Islamic Prayer Room – please contact the Chaplain for details on **01642 342708** or **07740932758**, or a representative of the Islamic Society

Jamia Mosque, 133 Waterloo Road, Middlesbrough

**T: 01642 245855**

Abu Bakr Mosque, 9 Park Road North, Middlesbrough

**T: 01642 873305**

Central Mosque, 30 Southfield Road, Middlesbrough

**T: 01642 254585**

### Jewish

Reformed Synagogue, Darlington

**T: 01325 252234**

### Sikh

The Sikh Temple, 23 Lorne Street, Middlesbrough

**Contact Rupinder Singh**

**T: 01642 250125**

**M: 07702 087116**

There are also Students' Union societies based on religious faith that organise events, celebrations and discussion. Check which societies are available at the Students' Union reception desk.



### Sport and Well-being

At Teesside, we organise a full programme of sport and recreational activities for our students. Whether you have always wanted to have a go at a particular sport or are already a committed, talented sportsperson, we can offer you top-quality facilities and professional advice.

Our £6.5m two-storey complex for sport – the Olympia Building – includes a large sports hall, with room for six badminton courts, a climbing wall, squash courts and spectator seats. Students on sport-related courses will also have access to the learning and teaching facilities in the suite of exercise laboratories.

A sports membership card, available from the reception desks in the Olympia and Sport and Well-being Buildings for £85 (2010-11 rate), entitles you to use the University's sports facilities and provides discounted rates at a number of local sports venues. Other facilities on the campus include a further sports hall, a well-equipped fitness studio and a sauna/steam suite. Inductions are available for new users and trained staff can provide computerised fitness evaluations and give advice on exercise programmes.

There are local facilities for indoor tennis, swimming, water sports, athletics, pool and snooker.

Surrounded by excellent natural resources, including the beautiful North Yorkshire coastline and North York Moors National Park, the University is ideally placed to offer a range of outdoor activities. We run sessions that enable beginners to experience activities such as ice-skating and rock climbing. In addition, the nearby Tees Barrage offers an international-standard white-water slalom-canoeing course. There is also the River Tees Watersports Centre, part-owned by the University, which houses rowing and other watersports.

If you want to keep up your sport while studying, the University operates a Sports Bursary Scheme for elite athletes competing at a national level or with the potential to do so. There are also opportunities to undertake a range of short sports coaching awards and local community volunteering opportunities.

**T: 01642 342267**

**E: [sport@tees.ac.uk](mailto:sport@tees.ac.uk)**

**[www.tees.ac.uk/sport](http://www.tees.ac.uk/sport)**



## Teesside University Students' Union (TUSU)

Like most other UK higher education institutions, the University has a Students' Union in the Students' Union and Refectory Building on Southfield Road. This award-winning facility is responsible for providing advice, support, representation and events for students. It encompasses a wide range of activities from providing entertainment and helping to organise clubs and societies to representing students' interests on University committees, as well as services such as a bar, nightclub, shop and the Link, including the job service (see below and page 24). TUSU is led by a board of trustees including four elected full-time officers who are responsible for organising and developing the Students' Union. They work closely with a team of experienced permanent staff.

As part of the Students' Union's commitment to helping students from all backgrounds to integrate into University life they discuss diversity issues at their monthly Union council meetings in The Hub – any student is welcome to attend.

All the officers can be contacted through the Students' Union reception or by visiting our website: [www.tees-su.org.uk](http://www.tees-su.org.uk)

Whatever your interests, the Students' Union will have something for you so do get involved in our activities and events. For more information visit: [www.tees-su.org.uk](http://www.tees-su.org.uk) or call in.

### The Link

The Students' Union Link service has four full-time professional advisers who are fully trained and keep abreast of all current issues around welfare, finance and academic matters. The Link is authorised to provide Level One immigration advice and helps students with a wide variety of welfare issues including accommodation, welfare benefits and general money advice.

Our academic adviser may be able to help if you have any problems or issues such as academic appeals, plagiarism or course complaints. On some occasions they will represent students in hearings with the University but most of the time they will work with the University to try and resolve a student issue before it reaches that stage.

The Students' Union Link service is independent of Teesside University.

Opening hours, including holidays:

Monday to Friday, 10.00am-4.00pm

T: +44 (0) 1642 342247

E: [advice@tees-su.org.uk](mailto:advice@tees-su.org.uk)

[www.tees-su.org.uk](http://www.tees-su.org.uk)

## Societies for international students

The Students' Union has many societies and clubs for all interests.

Find out more at: [www.tees-su.org.uk](http://www.tees-su.org.uk)

### HOST

Teesside University is a member of the HOST scheme. HOST is a network of thousands of British people who enjoy inviting international students into their homes as guests. As one host explained, 'You bring the world to my door. I love meeting people and I learn so much.'

You can visit a host near to where you study, or anywhere in the UK.

All you have to pay for is the cost of your travel. It is an opportunity for you to share the lives of British people for a day or so and to enjoy British hospitality.

If you are interested, contact our international advisers in the Student Centre for more information and an application form or visit [www.hostuk.org](http://www.hostuk.org).

## Centre for International Development

The Centre for International Development works with academic schools and services across the University to develop international activities. These include helping students coming to the University to study, establishing partnerships with local institutions to teach programmes overseas and in the internationalisation of the University. The Centre also manages the student exchange programme which allows students to study some of their courses at overseas partner institutions or for students from our partners to study at the University.

T: +44 (0) 1642 384276

F: +44 (0) 1642 342930

E: [international.office@tees.ac.uk](mailto:international.office@tees.ac.uk)

## Drop-in Student Skills Centre (DISSC)

The University offers a facility for optional, additional study skills support. For more information: <http://lis.tees.ac.uk/dissc>

## Find out more

We also have a booklet called *Succeeding at Teesside*. This contains a lot of useful information, from opening a bank account to where to shop, from social activities to employment, from finding your way around to avoiding study problems. You will be given a copy when you attend the international orientation programme or the English language tuition programmes.

# Healthcare

## Preparing for the British climate

The British weather can seem cold and damp, particularly if you are used to a warm climate. It is best to make sure that you have warm clothes and that you dress in layers, for example shirts and sweaters over t-shirts, with a jacket or overcoat on top. It is a good idea to have a waterproof coat and a pair of strong shoes. You will also need gloves, hat and scarf in the winter. It may be cheaper to buy these things in the UK when you arrive.

## Looking after yourself

When you are in a new country, it is sometimes easy to concentrate on your studies and forget to take care of your health. A different climate, unfamiliar food, expensive clothing and heating costs can make it more difficult to keep healthy.

To keep warm, dress in layers, and don't be worried how you look – British students may be more used to the cold and damp weather and wear less. If your clothes get wet, make sure that when you take them off and dry them thoroughly before wearing them again.

If you come from a warm climate, you may have additional problems. British houses are not always well designed to keep out the cold. Make sure that the rooms you live and work in are warm enough and that you have plenty of warm blankets and bedding. Be careful not to overheat your rooms as heating costs can be expensive, particularly electricity, and you will feel even colder when you do have to go out.

### What food should I eat?

If you are cooking for yourself, eating the right food (and enough of it) is vital to staying healthy and warm. This is not easy if the foods you normally eat at home can't be bought here. Try to ensure that you have a balanced diet of readily available food.

Food can be divided into five main groups and it's important to try to eat the correct number of portions of each per day:

- bread, rice, pasta or cereals – at least five portions
- milk, cheese, yoghurt, butter or margarine – two to three portions
- fresh fruit and vegetables – at least five portions
- meat, fish, eggs and alternatives – two to three portions
- foods containing fat and sugar – nil to three portions.

Cheap protein foods can be used instead of the more expensive meat and fish – these include beans, peas, lentils and nuts.

Prices vary considerably, so shop around and look out for special offers and cheaper cuts of meat. Buy the vegetables that are in season, locally grown and available without being imported, and be prepared to experiment – it can be fun!

Supermarkets will have everything you need, but can be expensive. Street markets selling meat, fish, eggs, cheese and vegetables can be much cheaper.

If you do eat out, the Students' Union is a very good, cheap option. Some restaurants can be expensive, although smaller cafes can offer better value for money. Fast food takeaway restaurants are plentiful, but are often relatively expensive and the food is often less nutritious.

### Colds and flu

In the winter especially, a lot of viral infections such as colds and flu are passed around. You may be less immune to them than British students. Apart from eating well, keeping warm and getting enough sleep, there is little you can do to avoid catching a cold. If you do, you may find that staying in bed for a day or so, and taking paracetamol and lots of liquids may be enough. If the symptoms get worse, or if you are worried, make an appointment to see your doctor.

### Sex

British attitudes to sex may be different from those in your own country. It is often accepted that people who are involved in a relationship may have sex together although, of course, the choice is a personal one. You are free to live according to your own personal standards and shouldn't feel pressured to adopt those of your fellow students.

You can get information on all health matters from the Well-being Centre in the Brittan Building for Sport and Well-being or from The Link in the Students' Union.



## Registering with a GP (doctor)

If your course is for six months or longer, you can get free healthcare from the UK National Health Service (NHS) on the same basis as anyone ordinarily resident in the UK. This is from the beginning of your stay. You are entitled to free treatment in NHS hospitals and may register as a patient with an NHS GP (doctor).

Spouses and children under the age of 16 – or 19 if still at school – are also entitled. If you are from a country with which the UK has a reciprocal health agreement, you will be covered even if your stay is for less than six months, but only if the need for your treatment arose while you were visiting the UK.

If your course is for less than six months, and you are from the EEA, you should bring your European Health Insurance card with you. If you are not from a country with which the UK has a reciprocal agreement, you are advised to obtain health insurance for yourself and any dependants from a reputable company before you travel to the UK.

You will need to register with a GP as an NHS patient as soon as possible after you enrol. Contact the University's Student Centre for advice and information about health treatment.

You should register with a doctor's surgery close to where you live. Lists of local GPs are available from the Student Centre and The Link in the Students' Union. If you are receiving regular medical treatment or medication, it is strongly recommended that you bring details with you to give to your GP.

To register with a doctor you simply need to visit the surgery during consulting hours and ask to be included on the doctor's list of NHS patients. You will need to take your letter of confirmation from the University, your passport and proof of your UK address, such as your tenancy agreement. If the doctor decides to accept you, you will be sent a medical card, which carries your NHS number. Take care not to lose this. If the doctor cannot accept you, try elsewhere or contact the local Family Practitioner Committee. You can get the address from the post office or any doctor. You can also register with a doctor during the Students' Union Welcome Week, which takes place in September.

Consultations are free but you will be asked to pay something towards the cost of medicines – currently £7.20 per item. Find out the consulting hours of your doctor and ask whether or not you need to make an appointment. You may also be given an appointment with a nurse practitioner who is a nurse specially trained to treat minor illnesses such as coughs, colds, sore throats, diarrhoea and ear or eye infections. Appointments are for one person only and usually last for about ten minutes. Remember to be on time for any appointment – doctors and nurses often have busy schedules. If you are unable to go to the appointment, please telephone the surgery to tell them that you cannot attend. If you are seriously ill, the doctor can be called out to see you.

Once you are registered with your doctor, you should tell your warden, landlord/lady, or a friend the name and telephone number of your doctor, so that if you are taken ill suddenly, they can be called out to see you. Remember to keep any leaflets about the GP practice in a safe place. You will need this information if you are ill and need medical attention outside normal consulting hours, including weekends and holiday periods.

Hospitals provide specialist treatments or treatment for which any kind of extended stay is required. Your doctor will recommend you to go if it is necessary.

Emergency treatment following accidents or emergency medical conditions, such as difficulty breathing or chest pain, is free for everyone. In Middlesbrough, the Accident and Emergency Department is at the James Cook University Hospital on Marton Road. If you need an emergency ambulance, ring 999 (calls are free).

If you need information about GP registration you can also go to the Well-being Centre in the Brittan Building for Sport and Well-being.

### NHS Direct

This is a free and confidential 24-hour service that provides you with information and advice on a range of health issues. You can call free on **0845 4647** or visit **www.nhsdirect.nhs.uk**.

Find out more about your eligibility for healthcare in the UK at: **www.dh.gov.uk/en/healthcare** or the UKCISA website at **www.ukcisa.org.uk**.

## Dental care (caring for your teeth)

You can find lists of dentists who give NHS treatment at post offices, the Student Centre or The Link in the Students' Union. You should register with a dentist and make sure they accept you for NHS treatment (the number of dentists who offer NHS treatment is limited). If you are accepted, you should give the dentist's receptionist the NHS number on your medical card. There is a charge for all dental treatment and the more extensive the treatment the more it will cost. If you are not accepted as an NHS patient, you will have to pay the full cost of treatment as a private patient.

You will have to make an appointment to see your dentist and you should give notice if you are unable to attend an appointment or you will be charged for the loss of time. Try to have your teeth checked at least once a year by a dentist.

### Help with paying for NHS dental treatment or prescriptions

You may be eligible to receive help to pay for certain types of essential dental treatment and prescriptions for medicine if you are on a low income and are eligible for NHS treatment. To apply, collect an HC1 form, available in the Student Centre or The Link in the Students' Union. If you qualify for help, you will be sent a certificate which you can take to your dentist or to a pharmacist when paying for your treatment.

### Please note

**It is possible to get a refund for costs paid before you receive your certificate if you ask for a receipt of the charges you have paid.**

Remember to tell your dentist or pharmacist that you are applying for help with NHS costs or you may be charged for private treatment, which is not refundable.

Find more about local health services on the NHS Choices website at: **www.nhs.uk**.

# Work and placements

Find out more on working while you are a student at:  
[www.ukcisa.org.uk/student/working\\_during.php](http://www.ukcisa.org.uk/student/working_during.php).

If you need further advice contact the Students' Union Link or the international student advisers.

## European students

If you are a national of one of the following countries, you are allowed to work without obtaining permission: Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Gibraltar, Greece, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Malta, Netherlands, Norway, Portugal, Spain and Sweden.

Nationals of the Czech Republic, Estonia, Hungary, Latvia, Lithuania, Poland, Slovakia and Slovenia are subject to the Accession State Worker Registration Scheme. Nationals of these countries can work while studying in the UK but, if you want to work for an employer for more than a month, you should check whether you need to register under the Worker Registration Scheme. If you do, apply to register within a month of starting work. It is a criminal offence to continue working after the first month without applying for registration.

Find out more at:  
[www.ukba.homeoffice.gov.uk/workingintheuk/eea/](http://www.ukba.homeoffice.gov.uk/workingintheuk/eea/) (Worker Registration Scheme in the menu).

Bulgarian and Romanian students are limited to 20 hours a week during term time and up to full time in the holidays. If you wish to work, you must first obtain a registration certificate confirming that you are exercising a Treaty right as a student.

You should complete Form BR1 for a registration certificate from the Home Office website at: [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk).



## Non-EEA students

### Restrictions on working

Generally you can work unless your passport sticker says No work or Work prohibited. You are not allowed to work if you are on a student visitor visa.

Most international students who are not EEA nationals will have a statement on their entry clearance sticker or ID card indicating restricted access to employment. You no longer have to apply for permission to work from the Secretary of State for Employment.

There are some conditions that apply to the hours and type of work you may do while studying:

- you must not work for more than ten hours per week if your course is below degree or foundation degree level
- you must not work for more than 20 hours per week during term time, except where the placement is a necessary part of your studies with the agreement of the University
- you should not engage in business, self-employment or the provision of services as a professional sportsperson or entertainer
- you should not pursue a career by filling a permanent full-time vacancy.

Breaking the restrictions on working (for example by working over 10 or 20 hours a week during term time) is a serious breach of a student's permission to stay in the UK and can result in prosecution by the authorities and/or possible removal from the UK.

### Please note

This only applies to those with leave to enter the UK as students. Different regulations apply to the dependants of students. Further advice and information are available in the Student Centre or The Link in the Students' Union.

It is a criminal offence to work while prohibited, which could lead to prosecution and possible removal.



## The Link jobs service

This is a free and confidential service available to all Teesside University students.

It advertises part-time, temporary and seasonal job opportunities for a variety of local employers, including the University and the Students' Union.

The Link offers information on a wide range of issues that may affect you as a student during your studies, such as obtaining a national insurance number and employment advice.

Find our latest job vacancies on the Students' Union website:

[www.tees-su.org.uk](http://www.tees-su.org.uk)

Or our Facebook group at [www.tees-su.org.uk/jobsfacebook](http://www.tees-su.org.uk/jobsfacebook)

Or you can view all vacancies on The Link noticeboard.

E: [jobs@tees-su.org.uk](mailto:jobs@tees-su.org.uk)

## National minimum wage

Employers are legally required to pay you a minimum hourly rate based on your age.

- If you are 16 - 17 years old – £3.68 per hour\*
- If you are 18 - 20 years old – £4.98 per hour\*
- If you are 21 years or over – £6.08 per hour\*.

\* from 1 October 2011.

## Legal limits

Most jobs in the UK have a legal limit on the average working hours, rest breaks and paid annual leave. You should check if your job is covered and ensure that you and your employer are not breaking the conditions. You can do this by calling the Department for Business, Innovation and Skills on **020 7215 5000** or at: [www.bis.gov.uk](http://www.bis.gov.uk).



## Useful contacts

### Advice and information services

International student advisers  
Student Centre

**T: +44 (0) 1642 342277**  
**E: [international@tees.ac.uk](mailto:international@tees.ac.uk)**  
**[www.tees.ac.uk/studentsservices](http://www.tees.ac.uk/studentsservices)**

The Link  
Teesside University Students' Union

**T: +44 (0) 1642 342247**  
**[www.tees-su.org.uk](http://www.tees-su.org.uk)**

UKCISA: UK Council for International Student Affairs  
9-17 St Albans Place  
Islington  
London  
N1 0NX, UK  
1.00pm-4.00pm Monday to Friday

**T: +44 (0) 20 7288 4330**  
**[www.ukcisa.org.uk](http://www.ukcisa.org.uk)**

Immigration Advisory Service  
3rd Floor, County House  
190 Great Dover Street  
London  
SE1 4YB, UK

**T: +44 (0) 20 7967 1200**  
**[www.iasuk.org](http://www.iasuk.org)**

Immigration Advisory Service  
1st Floor, Newham House  
96-98 Borough Road  
Middlesbrough  
TS1 2HJ, UK  
10.00am-4.00pm Monday to Friday  
Callers welcome

**T: +44 (0) 1642 219222**  
**F: +44 (0) 1642 203828**  
**E: [middlesbrough@iasuk.org](mailto:middlesbrough@iasuk.org)**

Home Office  
UK Border Agency  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY, UK

**T: 0870 606 7766**  
**[www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)**

If you are overseas  
you should contact  
your nearest British  
Overseas Mission.

### Useful addresses in the area

Teesside University  
Middlesbrough  
Tees Valley  
TS1 3BA, UK

**T: 01642 218121**  
**[www.tees.ac.uk](http://www.tees.ac.uk)**

Teesside University Students' Union  
Southfield Road  
Middlesbrough  
Tees Valley  
TS1 3BA, UK

**T: 01642 342234**  
**[www.tees-su.org.uk](http://www.tees-su.org.uk)**

Middlesbrough tourist information centre  
The Town Hall  
Albert Road  
Middlesbrough

**T: 01642 729700**  
**[www.tic@middlesbrough.gov.uk](mailto:www.tic@middlesbrough.gov.uk)**

Police station  
Bridge Street West  
Middlesbrough

**T: 01642 303110**

Accident and Emergency department  
James Cook University Hospital  
Marton Road  
Middlesbrough

**T: 01642 850850**

**Emergency services (fire, police, ambulance)**  
**T: 999 (free)**

## Put your own details here:

Accommodation address:

---

---

---

T:

E:

---

Doctor's address:

---

---

---

T:

---

Bank:

---

---

---

T:

---

School office:

T:

---

Personal tutor:

Room:

---

T:

E:

---

# Index

Accommodation	11	Immigration advice and services	3
Addresses	25	Immigration difficulties	12
Advice services	17	Importing goods and produce	13
Air travel	12	International student advisers	4, 17
Airports	12	Jobs – The Link service	24
ATAS	4	Meet and greet service	13
Banking	10	Money transfer	9
Bus travel	14	National minimum wage	24
Campus map	28	Orientation programme	17
Cars	15	Placements	23
Centre for International Development	20	Police registration	5
Churches	18	Ports	13, 14
Climate	21	Postgraduate research students	4
Clothing	21	Religious provision	18
Coach travel	14	Scholarships	6, 8
Cost of living	8	Sex (attitudes to)	21
Counselling	17	Societies for international students	20
Dentists	22	Sport	19
Disabled students	17	Student Services	17
Doctors	22	Students' Union	20
Driving	15	Study skills help	20
Emergency services	25	The Link jobs service	24
English language classes	16	Tuberculosis	4
Entry clearance	3	Train travel	14
Fees	6	US visas	5
Food	21	Visa extensions	5
Funding	8	Visas	3
Health	21	Work after studies	5
HOST	20	Work during studies	23
Hotels	11		



# Campus map



 Main Entrance and Reception








## University Buildings

## Building No

Athena Building (A)	64
Aurora Building	15
Brittan Building for Sport & Well-being (BRT)	3
Centre House (CH)	16
Centuria Building (H)	56
Clarendon Building (CL)	6
Constantine Building (C)	1
Cook Building (CK)	67
Education House	13
Europa Building (E) <i>(including the Centre for Enterprise)</i>	57
Europa Building (IT)	23
Europa Building (OL)	24
Foster Building	69
Greig Building (G)	22
Library	20

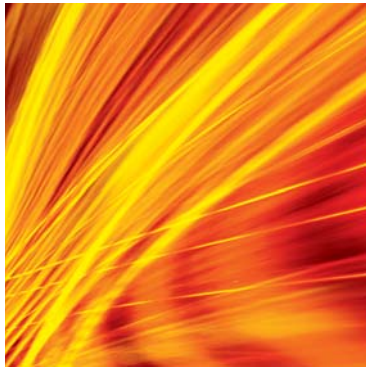
Little House	49
Mercuria Building	42
Meteor Building	5
Middlesbrough Tower (M) <i>(University Main Entrance and Reception)</i>	2
Minerva Building (N)	10
Olympia Building (OLY)	59
Orion Building (CE)	9
Parkside West Building (PS) <i>(including the Nursery)</i>	44
Phoenix Building (P)	63
Stephenson Building (IC)	11
Student Centre (SC)	7
Students' Union and Refectory Building	21
University House (UH)	14
Victoria Building (VR)	28
Waterhouse Building (W)	4

## Halls of Residence

 King Edward's Square
 Woodlands Halls
 Parkside East Houses/Flats
 Parkside Halls
 Parkside West Houses/Flats
 Bookable Visitors' Car Parks
 Campus Security







**Teesside University**

Middlesbrough  
Tees Valley  
TS1 3BA UK

T: +44 (0) 1642 218121  
F: +44 (0) 1642 342067  
[www.tees.ac.uk](http://www.tees.ac.uk)

**100% recycled**

When you have finished with  
this brochure please recycle it