

Information for Partner Universities 2018/19

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Deadlines and Calendar

Academic Year/Autumn Term	Spring Term
Nominations Deadline – 1 st April	Nominations Deadline – 15 th September
Applications Deadline – 1 st May	Applications Deadline – 15 th October

☞ **To nominate students, please complete our [online nomination-form](#).**

Please note that we **ONLY** accept applications sent to us by email; we do **NOT** accept hard copy applications by post.

Term 1	
Late September/early October	International Student Orientation Week/Induction (17-22 Sep 2018)
Early October	Teaching begins
Late December	University closes for Christmas break
Mid-January	Term 1 ends

Term 2	
Early January	University reopens following Christmas break
Mid-January	Teaching begins
Late December	Term 1 students return to teaching Welcome Term 2 students
Late May/June	Exchange students leave Middlesex University

Academic year 2018/19:

For more information on university dates see: [Calendar](#)

The Application Form

All Exchange applicants selected and nominated by their home university must complete the Middlesex University Application Form, which will be emailed to them by Middlesex Exchange Coordinator. The students will receive the information pack (see attached) which contains the following guidelines:

1. Instructions for Exchange Applicants – this clearly outlines how students are to fill in the application form and if followed correctly, will prevent delay in their application processing time.
2. Courses/Modules available for incoming exchange students
3. English Language qualifications
4. Visa information
5. List of supporting documents
6. London Factsheet

Please Note: Prospective students may not communicate with Middlesex University directly before the application submission. All communication should be coordinated and facilitated by our Partner University to this stage.

Courses/modules available for incoming exchange students

Undergraduate (1st cycle)

Full year exchange: During one academic year students are required to register on 4 modules, each worth 30 Middlesex Credits (15 ECTS, 6 US credits) – a total of 120 Middlesex credits (60 ECTS, 24 US credits) in a year (with a limit of 60 Middlesex credits at postgraduate level).

To identify the courses that are on offer, please see the Middlesex University [website](#). Whilst we do our best to provide you with up-to-date module information, programmes are subject to change and from time to time you may need to consider other modules.

To avoid timetable clashes, students are required to choose modules only from one programme and from the same year of study (e.g. BA International Business, 4 modules from 2nd year).

The screenshot shows the Middlesex University website for the Business BA Honours course. The header includes the university logo and navigation links like 'Search mdx.ac.uk', 'Courses', 'Our Research', 'Life at Middlesex', 'Global Impact', 'Business & Partnerships', 'About Us', and 'Get in Touch'. The main content area features a large image of students in a meeting, followed by tabs for 'Overview', 'Course Content', 'Teaching', 'Entry Requirements', 'Careers', and 'Profiles'. The 'Overview' tab is active, displaying the course description, 'What will you study?', 'What will you gain?', and a list of modules for Year 1 and Year 2. A right-hand sidebar contains a 'SAVED PAGES' section with a date of September 2017, course details (full-time and part-time options, course leader Nathalie van-Meurs, fees of £9,250 per year and £11,500 per year), and a list of links for 'Funding and scholarships', 'Chat to us now', 'Order a prospectus', 'Apply today', 'Book an open day', 'Ask a question', 'Support in your country', and 'Employability'.

Single semester: we have a limited number of single semester modules. Please nominate single term students only in the following subject areas.

- Fine Art (note that applicants for Undergraduate Fine Art may ONLY apply for an exchange in term 2 – (January – June 2019))
- International Politics (limited modules available for Term 1 and Term 2)
- Dance (by agreement)
- Nursing (by agreement)
- Graphic Design
- Design Crafts (Term 1)
- Game Design (Term 1)
- Journalism (Term 1, 1st and 2nd year modules)
- Television Production (Term 1, 1st year modules)
- Game Design (Term 1)
- Biology (Term 1)
- Mathematics (Term 1, 3rd year modules)

Changing Modules: We might be able to change your modules only during the first two weeks, after the classes have started and if there is a time-table clash

Postgraduate:

Master's (2nd cycle):

We will accept Master's (2nd cycle) students to study with us for **ONE TERM** only, either for research (non-credit exchange) or for taught modules/courses (subject to module availability) and as per Inter-institutional exchange agreement).

Doctoral (3rd cycle):

We will accept doctoral students for research/non-credit exchange study for **ONE TERM** only (September or January term)

Withdrawal from Exchange Study

Students who apply to Middlesex University for a full year exchange study, must complete the full year academic and assessment requirements in order to gain credits and to receive transcripts.

Students who wish to withdraw before the end of the academic year cannot gain credits for study if they are registered on year-long modules. Due to the learning framework and assessments within programmes at Middlesex University, it is not possible for students to be awarded 'half-credits' for completion of one term only. Thus, students will not receive a transcript.

Portfolios

Students applying for Music, Art and Design or Film and Television programmes **must** include a web address to a site where their portfolio/show reel can be assessed. We no longer accept portfolios on CDs or other media storage devices.

Language Requirements

To support their applications, students must provide their English language qualification certificate to support their application. In order to be offered a place as an Exchange Student at Middlesex University, students must meet the following English [language requirements](#).

Tier 4 Visas

Unless students are EU or EEA nationals, they will probably need a Visa to study in the UK. For one term, students may be able to come as a 'Student Visitor'. For students wanting to come for more than 6 months, they will need to apply for a Tier 4 Visa, for which they must meet the following English language requirements stated in [Language Requirements](#) section of this document.

For more information about Visas, please see the [Visas and work rights](#) section of the Middlesex University website.

Transcripts

Transcripts are issued three times a year: March, July and September.

Two copies of each transcript are sent to the exchange coordinator of the student's home institution and will reflect both passed and failed modules. In addition, transcripts indicate the ECTS credit weighting.

Accommodation

At Middlesex we offer self-catering housing for nearly 1500 students across 5 halls of residence. This accommodation ranges from study bedrooms with ensuite facilities, to traditional halls with shared kitchens and bathrooms. Note that a place in one of the university residences is not guaranteed and students may only apply once they have been issued with an MU ID number. For more information, click on the link: [Accommodation](#)

Information for Exchange Students coming to London 2017/18

Middlesex University London (MDX)	Virtual tour of the campus Getting to the Hendon Campus Hendon Map	
Location	The Burroughs, Hendon, London, NW4 4BT	
University website	There is lots of information available about MDX and life in London on our websites, so please spend time exploring these: Main Website / Student Website	
Programmes and rules for modules choice	The list of the programmes that we offer in London can be found on our website . To avoid timetable clashes, when choosing the modules <u>you must observe the following rule:</u> <ul style="list-style-type: none"> <u>You need to choose modules only from one programme and from the same year (e.g. BA International Business, 2nd year modules).</u> Please note that Postgraduate students can be accepted only for one semester.	
Timetable	In London, the teaching week runs from Monday to Friday and daily timetables range from 9am-7pm for Undergraduate students. You will find out your personal timetable on the University System, myUniHub , after you enroll on your programme. Timetables are usually available from the Mid-September (Term 1/Full Year) and Mid-January (Term 2).	
Academic Calendar, Welcome week & Induction	The Academic Calendar can be found here . The 'Welcome to Middlesex' Orientation programme for new exchange students will take place in the end of September (Term 1 / Full Year) and Mid-January (Term 2). In both cases, the programme will be advertised in your website . The induction schedule for your programme will be available on myUniHub .	
University & off campus accommodation	MDX has 5 halls of residence although not all are located on campus. Please check our website for the full details (photos, virtual tour and prices). For private rented accommodation, please follow the guidelines in our website .	
Transport	The main transport in London is tube and bus. Most people here have an Oyster travel card to get around London. Depending on your duration of stay and how much you travel, it would be advisable to either consider Pay As You Go or an 18+ Student travel card. For the latter, you have to apply online and Middlesex University has to confirm your student status. Useful links: General ; Visitor Oyster Card ; Student Fares ; London Tube Map	
Cost of living (monthly average)	The list below will give you a guideline to how much to budget for the month. These amounts are subject to change according to your circumstances. Please note that London is one of the most expensive cities in the world.	
	Halls fee/private rent	£560/600
	Food/Housekeeping	£140
	Travel/Transport	up to £100
	Leisure/sport/socializing	£160
	Clothes/shoes	£50
	Books/Stationary	£40
	Mobile Phone	£20
	Total	£1070/1110
Health Insurance Policy	Britain has a subsidized health service called the NHS (National Health Service) which provides free health care and treatment for people who are resident in Britain. This includes all students enrolled on a programme lasting for more than six months. Routine optical and dental treatment is not normally covered by the NHS.	
UniHelp	Once you arrive in London, UniHelp is your first port of call for general student enquiries. It brings together all face-to-face support in one location on the Hendon campus as well as providing online assistance.	
Student Support	Check the following links: International Students ; Life at Middlesex	

We look forward to welcoming you at Middlesex University!