Congratulations on achieving your place at university and thank you for choosing York.

The beginning of term will be here before you know it. This leaflet highlights the most important things to consider before you get here and is a guide to what happens next. You should read this alongside our New Undergraduate Welcome pages and the International Student Support pages for the full picture of everything you need to know and do before you arrive.

www.york.ac.uk/students/welcome

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Most of the information you will need is on our website.

**Before you get here**

**International Student Support pages**

These contain all the information you need for living and studying in York, including a pre-arrival checklist to make sure you’re fully prepared.

[www.york.ac.uk/internationalsupport](http://www.york.ac.uk/internationalsupport)

**New Undergraduate Welcome pages**

A useful introduction to life at the University of York with all the information you need to know before you get here.

[www.york.ac.uk/students/welcome](http://www.york.ac.uk/students/welcome)

**What we’ll provide**

We’ve designed a set of publications to answer any questions you might have.

**Before you get here**

**Welcome pack**

This contains information you will need before you arrive.

This welcome pack will be issued to all new undergraduates when their place at York is confirmed.

**When you arrive**

**Handbooks**

These are essential reference guides for your academic studies and life at York.

Both handbooks will be given to you by your department during Welcome Week.

A copy of the University Handbook can be found at [www.york.ac.uk/students/studying](http://www.york.ac.uk/students/studying)

**Pre-departure briefings**

Admissions will be running a number of pre-departure briefings in certain countries or online. They will contact you if they are taking place in your area.

www.york.ac.uk/students
The systems you will use and things you need to do first

You may not be familiar with some of the IT systems used at York, so here is a quick summary of the first systems you will encounter and some of the things you’ll need to do as soon as you can.

Your IT account

Directions on how to set up your IT account (including your username and password) will be sent with your joining instructions to your personal email account as soon as your place at the University is confirmed. Keep your password safe and do not share it.

You need to set up your IT account at https://idm.york.ac.uk to enable you to access the University’s IT facilities, and to complete important pre-arrival tasks.

\[\text{http://e:vision.york.ac.uk}\]

Tasks to complete on e:vision before term starts:

1. Enrol online as soon as possible.
2. If you are booking University accommodation view your application and check your booking details.
3. Join a college.
4. Upload a photograph for your University Card (see page 16).
5. Set up Direct Debit payments for accommodation (if on campus) and tuition fees (if you’re not receiving student finance).
6. Upload a copy of your passport’s page with your personal details on it and your visa (if you require one to study in the UK). The University is legally required to keep a record of these.

For further information, contact:

IT Services – for any IT issues
Tel: +44 (0)1904 323838
itsupport@york.ac.uk

Registry Services – for enrolment queries
Tel: +44 (0)1904 322136
registry-services@york.ac.uk
University email

When you have set up your IT account, you will be given an email address with the format username@york.ac.uk.

Please note: From now on, all email contact from the University, departments, colleges and services will be sent to your University email address, so check it regularly.

http://mail.york.ac.uk

Keep checking your University email for contact from:

- Your department
- Your college
- Other central services in the University
- Centre for Global Programmes (Erasmus, exchange and visiting students).

Virtual Learning Environment (VLE)

York has a Virtual Learning Environment (VLE) called Yorkshare.

This is used by departments to communicate with students and hosts study materials and support.

Please note: Some departments prefer to communicate this information on their website or via other online platforms. Your department will give you details and links.

http://vle.york.ac.uk

Use the VLE to:

1. Check if your department hosts a Preparing to Study site which provides useful pre-study materials. A list of these is provided on the New Undergraduate Welcome pages under Starting Your Studies (see page 11).

2. Take a look at the Academic Skills tutorials to get an idea about what is expected of you in your studies and any areas where we can offer you support (see page 11).

3. Explore the employability tutorial to start thinking about how to get the most out of your personal development plan at the University (see page 13).

You can access the VLE from the top bar of the student homepage: www.york.ac.uk/students.

Now visit www.york.ac.uk/students/welcome and www.york.ac.uk/internationalsupport for the full list of things to do next.
Visa requirements

If you are from outside the European Economic Area (EEA) or Switzerland, you will need a Tier 4 (General) visa to study in the UK.

Top five things to do or know...

1. **Please do not** arrive in the UK without obtaining a relevant visa first.
   
   Please also note students from certain countries are required to register with the Police within seven days of arriving in the UK. Find out if you need to register.

2. If studying at the University for **fewer than six months** you can get a Student Visitor visa. However, be aware of the restrictions on this visa, and make sure you get it before you travel. Certain nationalities are able to apply for a student visitor visa on arrival in the UK, but this is not recommended because of the risk of being refused and sent back to your home country.

3. Check if it is a condition of your visa to undergo tuberculosis (TB) screening, which is mandatory in some ‘high risk’ countries.

4. Some science-based courses require an Academic Technology Approval Scheme (ATAS) certificate which can take several weeks to obtain, so make sure you factor in this extra time.

5. Make sure you upload a copy of your visa and passport details page on e:vision. For more information on your obligations as a sponsored student see [www.york.ac.uk/tier4](http://www.york.ac.uk/tier4).

“It’s important you arrive in the UK with all the right paperwork”

To complete these tasks and find out more, visit [www.york.ac.uk/immigration](http://www.york.ac.uk/immigration).

For further information, contact:

Immigration Advice Service
Tel: +44 (0)1904 324140
immigration@york.ac.uk
It is important you have enough money to last you for the year, so take the time to understand the costs of living in York, including food, accommodation, laundry, books, equipment and social activities. Read the Essential Financial Information booklet included in your Welcome Pack and keep hold of it for future reference.

**Top five things to do or know…**

1. To find out how to make accommodation or tuition fee payments, see [www.york.ac.uk/international-students/paying-fees](http://www.york.ac.uk/international-students/paying-fees). Tuition fees can be paid after arrival at the University and in instalments.

2. You will need a UK bank account. Research banks to decide where you would like to open an account in the UK. Visit [www.york.ac.uk/international-students/money](http://www.york.ac.uk/international-students/money).

3. Make sure you have enough cash or travellers cheques with you to buy food and other essential items while you open a UK bank account. It will take one or two weeks for your account to start working.

   If you are a student from the US with a query about Direct Loans please contact Student Financial Support Unit.

4. Check whether the country you are leaving imposes any restrictions on the amount of money you can take out. If you are travelling from a country outside the EEA and bring more than 10,000 Euros in cash, travellers cheques or banker’s drafts, you will be required to declare the amount on arrival at UK customs control.

5. If bringing family members, make sure you have budgeted for the extra cost of accommodation and childcare, which can be expensive. Check [www.york.ac.uk/international-students/accom](http://www.york.ac.uk/international-students/accom) for information on accommodation costs. For more information on childcare provision, visit [www.york.ac.uk/international-students/childcare](http://www.york.ac.uk/international-students/childcare).

You can download a copy of the Essential Financial Information booklet from [www.york.ac.uk/students/welcome](http://www.york.ac.uk/students/welcome).

*For further information, contact:*

**Student Financial Support Unit**
Tel: +44 (0)1904 324043  
student-financial-support@york.ac.uk

**Student Support Hub**
Tel: +44 (0)1904 324140  
student-support@york.ac.uk
Accommodation and things to bring

It is very important that you have found somewhere to stay in York before arriving in the UK.

Top five things to do or know...

1. Make sure you have applied for accommodation. Most students are guaranteed accommodation. For information on how to find campus or private sector accommodation visit www.york.ac.uk/accommodation.

2. Join the University of York Students’ Union (YUSU) and your college’s Freshers’ Facebook pages to get to know other students before you come.

3. Decide what to bring with you. See information on packing your bag at www.york.ac.uk/international-students/packing and on the New Undergraduate Welcome pages.

4. Know the time and date you need to arrive at your college and look out for your Second and Third Year Contacts (STYCS) (see page 17).

5. Find out what is happening and what facilities are open near your college during your first weekend (see pages 14 and 15).

To complete these tasks and find out more, visit www.york.ac.uk/students/welcome/home.

Term dates 2014/15

Arrivals Weekend – UG International
26 – 27 September 2014

Autumn Term
29 September 2014 – 5 December 2014

Spring Term
5 January 2015 – 13 March 2015

Summer Term
13 April 2015 – 19 June 2015

Alternative term dates

Your term dates may vary if you’re a student in the following departments or on a certain type of course. These include:

- Health Sciences
- Hull York Medical School (HYMS)
- Extended degree programmes

Please be aware that the nature of your course means that attendance at University or work placement may fall outside the standard University of York term dates. Check with your department for further details.

Nursing and Midwifery students: visit www.york.ac.uk/undergraduate-accommodation.

For further information, contact:

Accommodation Services
Tel: +44 (0)1904 322165
accommodation@york.ac.uk

Student Support Hub
Tel: +44 (0)1904 324140
student-support@york.ac.uk

Catering
Tel: +44 (0)1904 328413
catering@york.ac.uk
Travelling to York

Airport collection will be available to students travelling from Manchester airport on Friday 26 and Saturday 27 September. Coaches will leave the airport on a regular basis throughout the day from 10:00 until the final coaches at 15:30. There will also be free coaches on these dates from York Railway Station to the University campus from 10:00 to 18:00. **Visiting students please check your accommodation contract before booking flights and airport collection.**

**Top five things to do or know…**

1. Make sure you **book a place in advance** if you are going to use the airport collection. See [www.york.ac.uk/international-students/collection](http://www.york.ac.uk/international-students/collection).

2. If you are unable to use the airport collection, travelling to York is generally straightforward. Make sure you know how to get here by looking at the relevant international student support pages. See [www.york.ac.uk/international-students/travelling](http://www.york.ac.uk/international-students/travelling).

3. Please carry your passport or national identity card, unconditional offer letter, relevant qualification certificates, accommodation confirmation email and money in your hand luggage.

4. Insure belongings against loss, theft or accidental damage as these are not covered by University insurance. See [www.york.ac.uk/international-students/insurance](http://www.york.ac.uk/international-students/insurance).

5. Look at our pre-arrival checklist to make sure you are fully prepared for your arrival in York and take time to prepare emotionally and culturally for living in another country. See [www.york.ac.uk/international-students/checklist](http://www.york.ac.uk/international-students/checklist).

“**Make sure you plan your journey to York before you travel**”

For further information, contact:

**International Student Support Co-ordinator**

Tel: +44 (0) 1904 324144

International-support@york.ac.uk
Welcome Week is a free programme of orientation events and social activities aimed at helping you acquire an understanding of university life, UK study skills and British culture.

Top five things to do or know…

1. Check the orientation timetable. This is updated regularly throughout the summer. All new international students are expected to attend the orientation talks on Tuesday of Week 1.

2. Use orientation events as an opportunity to make friends. During Autumn Term orientation you can also meet the Welcome Team. These are current international and British students who assist students during the first weeks.

3. Attend the Information Fair to find out more about banks, University services and useful organisations, and the Freshers’ Fair to meet with student societies.

4. Participate in the city tour to find out more about the local area.

5. Pick up your University card (see page 16) and look out for student membership offers and discounts with York Sport to make use of our new sports facilities.

“Orientation is a great opportunity to make new friends and try out new things”

To complete these tasks and find out more, visit:

www.york.ac.uk/international-students/orientation for orientation information and timetables;

www.york.ac.uk/students/welcome/welcome-week for details on other welcome events, such as Welcome Week;

www.yorkgsa.org for postgraduate international student events also open to undergraduates.

For further information, contact:

International Student Support Co-ordinator
Tel: +44 (0)1904 324144
International-support@york.ac.uk

International Students’ Association (ISA)
Tel: +44(0)1904 323724
international@yusu.org

Graduate Students’ Association (GSA)
Tel: +44(0)1904 322718
info@yorkgsa.org
You are about to join a prestigious academic community. Make sure you are ready to start your studies by preparing before you arrive.

**Top five things to do or know…**

1. Find out about the support and opportunities available for you to improve your skills (academic writing, maths, IT or language) by searching the Student Skills Hub.

2. Take a look at any pre-study materials provided by your department such as reading lists, module choice information or essential equipment you will need. Some departments have a specific Preparing to Study site (sometimes on the VLE)*, or have areas on their web pages for new students.

3. During your first few weeks your department will make arrangements for you to meet your academic supervisor. While most students will need to meet with their supervisor at least once a term, students needing a Tier 4 visa will need to meet with their supervisor at least twice a term. Check with your department for further details.

4. Go to Information for New Users on the IT Services web page for advice on how to connect to the internet from your study bedroom. Take a look at the Library and study space facilities available to you at York.

5. Be aware you will need to complete the Academic Integrity Tutorial on the VLE as early as you can in your first term. This will clarify the academic behaviour the University expects of you as a student.

*NB: The Preparing to Study sites will become live over the summer. See page 5 for information on the VLE.

To complete these tasks and find out more, visit www.york.ac.uk/students/welcome/studies

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**For further information, contact:**

**University Library**
Tel: +44 (0)1904 323873
lib-enquiry@york.ac.uk

**IT Services**
Tel: +44 (0)1904 323838
itsupport@york.ac.uk

**Student Skills Hub**
www.york.ac.uk/student-skills-hub
All students are entitled to some free healthcare provided by the National Health Service (NHS) in the UK, including certain emergency treatment, family planning services and psychiatric care. Thereafter, you will be entitled to different levels of free healthcare depending on whether your course is for six months or more, and if you are a student from the EEA or from outside the EEA.

**Top five things to do or know...**

1. Check what healthcare you are entitled to. If you are on a course of less than six months and a student from outside the EEA, free healthcare is limited so you should consider getting private health insurance before you arrive.

2. If you have a disability, specific learning difficulty, mental illness or medical condition, ensure the University’s Disability Services are aware of any additional support you require. Tell them now so that arrangements can be made before you arrive.

3. Make sure you are up to date with your immunisations such as Meningitis, MMR and TB screening if required.

4. During your first week register with Unity Health (the health centre on campus), or with a local doctor’s practice (also called a General Practitioner or GP). Sign up sessions will be advertised during Welcome Week - don’t wait until you feel ill.

5. Make sure you know what to do and who to turn to if you need support or if things go wrong, by looking at the relevant information on the New Undergraduate Welcome pages. Emergency contacts can also be found on page 17.

To complete these tasks and find out more, visit [www.york.ac.uk/students/welcome/welfare](www.york.ac.uk/students/welcome/welfare)

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**For further information, contact:**

**Student Support Hub**  
Tel: +44 (0)1904 324140  
student-support@york.ac.uk

**Unity Health (on campus health centre)**  
Tel: +44 (0)1904 433290  
www.unityhealth.info

**International Student Support Co-ordinator**  
Tel: +44 (0)1904 324140  
international-support@york.ac.uk

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“We provide support for your physical, spiritual and emotional wellbeing to help you stay happy and healthy at York”
Successful graduates generally spend their first year exploring their career options and developing skills, and their second year getting experience that is relevant to their career of choice. In their final year, they compete for jobs and further study.

**Top five things to do or know...**

1. Bookmark the Careers ‘What’s On’ page to keep up to date with opportunities to try out new interests and skills and meet recruiters.

2. Use the online employability tutorial to keep a list of the great things you do while at York – this will help you achieve the York Award (our employability certificate) in your final year and provide lots of examples for those tricky application forms.

3. Find out how Careers can support you to find part-time work on- and off-campus. For information on working during your studies, including restrictions for non-EEA students, visit [www.york.ac.uk/international-students/work](http://www.york.ac.uk/international-students/work).

4. Consider opportunities for further international experience to add to your skills. Contact the Centre for Global Programmes for more information.

5. See more of York and meet new people through volunteering, local internships and enterprising activities. NB: if you want to volunteer to do work with young or vulnerable people bring a certificate of good conduct from your home police station.

“Getting involved in volunteering and work experience that enhance your skills and show commitment will impress recruiters later on – so don’t miss out! It’s never too early to start thinking about your future career”

For further information, contact:

**Careers**
Tel: +44 (0)1904 322685
www.york.ac.uk/careers
Facebook: York Careers
Twitter: @uoycareers

**Centre for Global Programmes**
Tel: +44 (0)1904 322846
global-programmes@york.ac.uk
Getting to the University

The University of York is well supported by national public transport and has easy access to major road networks. For detailed maps and directions, visit www.york.ac.uk/maps.

Please check our web pages for information on airport collection, and travelling to the University at www.york.ac.uk/international-students/travelling.

Finding your room

STYCs (Second or Third Year Contacts) are current students who will help you find your room or pop round to see how you are settling in. You will have a STYC or college helper allocated to you.

You can pick up your keys from your porter at your local reception. For times and locations, visit www.york.ac.uk/college-arrival.

Check your room thoroughly and complete your inventory – if you have a problem you should report it via the Facilities Web Portal at www.york.ac.uk/fmhelpdesk.

Once you’ve unpacked, make sure you look at the orientation timetable. You can collect one or download it. See www.york.ac.uk/international-students/orientation.

Supermarkets and places to eat

You can buy food from larger supermarkets such as Morrisons as well as lots of other practical household items at reasonable prices. For further information visit www.york.ac.uk/international-students/food.

It’s also worth checking University cafés and restaurants for a hot meal or sandwiches. Here is a timetable of the opening hours for University cafés and restaurants on Arrivals Weekend www.york.ac.uk/cs-opening-times.
**Events and meeting new people**

As well as orientation events, York University Students’ Union (YUSU), International Students’ Association (ISA) and the Graduate Students’ Association (GSA) host several welcome events and trips at the beginning of term and other events throughout the year.

You’ll have plenty of opportunities to meet people but, as a start, why not introduce yourself to the people you will be living with and get to know them?

**Getting around York**

The University of York has great transport links with the city centre. You can find the bus stop locations on the Interactive Campus Map: [www.york.ac.uk/about/maps/campus](http://www.york.ac.uk/about/maps/campus).

Other bus services include the Clubbers bus for late night journeys from YUSU club nights and the 20 Shopper for hourly trips to the Monks Cross Shopping Centre. Visit [www.york.ac.uk/transport-bus](http://www.york.ac.uk/transport-bus) for timetables and student travel deals.

**Settling in**

There will be plenty of people around to help you settle in and lots of things to do and see.

However, if you have any problems, for example you feel unwell, or start to miss your family and friends, then there are student support services available throughout the University who can help.

These can be accessed via the Student Support Hub at Market Square. For more information visit [www.york.ac.uk/sshub](http://www.york.ac.uk/sshub).
Your University Card

This is your ID card, your room access and library lending and printing card. Keep it safe.

Full time students: collect your card from your college reception during Arrivals Weekend, and after that from the Unicard desk at the Information Centre.

Part-time and distance learning undergraduate students: your card will be posted to your home address.

HYMS and Health Sciences students: your card will be given to you by your department.

See www.york.ac.uk/students/studying/unicards.

Emergency contact

In the case of an emergency on campus, call 01904 323333 and immediately state ‘Emergency’. Save this number to your mobile phone in preparation for arriving at York. If using a campus phone, ring 3333.

You can also call 999 for National Emergency Services, or 9-999 from a campus phone.

Erasmus, exchange or visiting students

Your contact for any problems relating to your visit should be the Centre for Global Programmes. We are in Derwent College, next to the Porters. Open 10am–4pm every day.

General enquires about coming to University
Tel: +44 (0) 1904 324144
Email: international-support@york.ac.uk

Colleges
www.york.ac.uk/colleges

Departments
www.york.ac.uk/about/departments/academic
### Second and Third Year Contacts (STYCs)

Many new students (especially undergraduates) are assigned a STYC (or other college helper) who is there to help you settle in and answer any questions you may have. This is a college-based scheme and you should meet them on Arrivals Weekend.

### College team

This includes your college Provost or Principal, dean or officer, residential tutors, administrator and Junior Common Room Committee (JCRC) reps. They can help you with any college accommodation or welfare issues. You will meet them all at the beginning of term.

### Porters

Porters act as a point of contact on local receptions and can help with general issues including lost keys, maintenance problems and general security. They can also get help for any accidents, incidents or emergencies.

### Student Support Hub

This is your first point of contact for professional central support services, dealing with a range of issues including immigration advice and international support, finance and money advice, emotional wellbeing, disability, housing and more. It is based in Market Square above Nisa and Your Shop. The Hub is open 9am–5pm on Monday to Friday during term time and 10am–4pm during vacation periods. For more information visit [www.york.ac.uk/sshub](http://www.york.ac.uk/sshub).

### University of York Students’ Union (YUSU)

All students are automatically a member of YUSU and can access a variety of services including advice and support, student representation and events and activities. You’ll see your sabbatical officers around campus during Welcome Week. YUSU will organise many of the Freshers’ events in Welcome Week. They also run Nightline – a student helpline you can call any time of night to talk through problems or if you’re lonely or worried. Call [01904 323735](tel:01904 323735).

### International Students’ Association (ISA) and Graduate Students’ Association (GSA)

As well as being members of YUSU, all international students can become members of the ISA which runs events, trips and campaigns for international students. The GSA provides additional support, trips and activities for all postgraduate students, with some early term events open to undergraduate international students.
Welcome to the UK from your Students’ Union!

The University of York Students’ Union (YUSU) represents you throughout your time at York and we run a wide range of activities to help you get the most out of your University experience and make friends from around the world! To find out more about YUSU services; sport, activities, academic representation, advice & support, as well as our exciting freshers' week plans visit...

www.yusu.org/freshers

International Students’ Association

www.facebook.com/yorkunisu www.facebook.com/yorkisa
York GSA
Representing and supporting postgraduates at the University of York

01904 32 2718 | www.yorkgsa.org
@gsayork | www.facebook.com/YorkGSA

Community
Enhancing the York experience through groups and volunteering

Events and Trips
Organising a range of social activities, entertainment and trips

Sports
Providing friendly and competitive sports opportunities – for free

Welfare
Offering confidential, non-judgemental assistance, advice and support

Academic
Helping postgraduate students get the most from their studies

Representation
Putting postgraduate issues firmly on the University’s agenda

2014/15
Meals in Advance Deal

**OPTI**ON 1
Monday – Friday
50 Breakfasts, 50 Dinners

First meal breakfast Monday week 1
Last meal dinner Friday week 10

£474 per term

**OPTI**ON 2
Monday – Friday
50 Dinners

First meal dinner Monday week 1
Last meal dinner Friday week 10

£305 per term

Where do I go?

- Galleria, Roger Kirk Centre
- Vanburgh Dining Hall

What time can I eat?

**Breakfast**
Monday – Friday
8.00 – 10.30am

**Dinner**
Monday – Friday
5.30 – 7.30pm

www.york.ac.uk/mad-scheme

For terms and conditions see our website