Welcome to the University of York – we are delighted that you have chosen to study with us, and we look forward to sharing this journey with you.

Your programme of study reflects York’s unique approach to teaching and learning, and has been designed to challenge and inspire you, as well as providing you with opportunities to develop a wide range of skills and prepare you for your future careers.

You will be taught by world leaders in their field of expertise who are tackling global and societal challenges, and they will share with you their groundbreaking discoveries.

Your experiences at York will go beyond your academic studies as you choose from the many activities on offer, and engage with communities both on campus as well as in the historic city.

Our sports clubs, societies, colleges and Students’ Unions’ activities provide many different opportunities to get involved, and enable you to develop new skills, make new friends, and create lasting memories.

Through this integrated student experience we will support each of you to fulfil your potential and to help you succeed in whatever future you decide on.

Enjoy your time at the University of York.

Tracy Lightfoot
Pro-Vice Chancellor for Teaching, Learning and Students
Welcome to the University of York and congratulations on becoming a postgraduate student!

The Graduate Students’ Association represents all postgraduate students at York. We focus not only on amplifying students’ voices, supporting mental health and providing free sporting activities, but in providing a better student life experience and supporting your academic and employability activities. Our work is to entertain you with incredible events, represent your voice on campus and support you and your wellbeing. We look forward to hearing more diverse voices from our postgraduate community, no matter whether you are a taught or research student, or wherever in the world you are from. Let’s enjoy the time ahead and embrace a brand new academic year together.

Myself and the other officers look forward to meeting you soon!

Viviane Cao
GSA President

TOGETHER YORK

Our Together York community statement articulates our values, priorities and expectations, and invites all members of our community to join together in upholding and developing them.

We are a community of scholarship, where independent critical thinkers explore their area of study with passion and diligence.

We are a community of respect, fairness and compassion. We hold each other to these expectations and call out inappropriate behaviour.

We are a community of purpose that cultivates personal growth and supports each student in developing a vision for their future.

For more information about Together York, including what you can expect from the University and what the University expects of you, see our Together York web pages.

york.ac.uk/togetheryork
There are tasks to complete in preparation for the start of each academic year.

**Enrol**
All new and returning students need to enrol at the start of their academic year. This may be the beginning of the Autumn, Spring or Summer Term, depending on the start date of your programme of study. You can enrol online before arriving on campus. Check and make a note of your enrolment deadline.

[york.ac.uk/students/studying/enrolment](http://york.ac.uk/students/studying/enrolment)

**Check your student record on e:Vision**
The system that contains your confidential student record and personal details is called e:Vision. Before arriving at the University, all students need to upload evidence of their right to study in the UK on e:Vision. This is also where you can request official documents, including confirmation of study and a council tax exemption certificate.

It’s really important that you keep your student record up to date. This is the contact information the University will use to get in touch with you. You can check and update your student record by logging into e:Vision using your IT username and password (after you have set up two-factor authentication).

[revision.york.ac.uk](http://revision.york.ac.uk)

**Register to vote**
If you are a British, Irish or Commonwealth student, you are eligible to vote in UK elections. You can register with both your home address and your York address.

[.gov.uk/register-to-vote](https://www.gov.uk/register-to-vote)

**Attend a student registration event**
We hold student registration events at the beginning of Autumn Term to verify students’ right to study in the UK. Some UK students are selected at random to attend, whereas all Student visa holders must attend. Please bring all documentation with you – for UK students it may be your passport, whereas international students should bring their visa, Biometric Residence Permit (BRP) and passport. For international students, we also need to check the qualification certificate or transcript (with certified English translations as applicable) that you submitted as evidence when applying for your Confirmation of Acceptance for Studies (CAS).

[york.ac.uk/students/studying/student-visa/registration-events](http://york.ac.uk/students/studying/student-visa/registration-events)
Check term dates

The academic year has three terms. Your contact hours and many of your assessments will happen during these terms. Outside of term time, many of the University’s facilities have different opening hours.

Term dates 2022/23

Postgraduate welcome week: 19 to 25 September 2022
Autumn Term: 26 September 2022 to 2 December 2022
Spring Term: 9 January 2023 to 17 March 2023
Summer Term: 17 April 2023 to 23 June 2023

From September 2023, the University academic year will be split into two semesters and for the majority of courses this will replace our current three term model.

york.ac.uk/about/term-dates

PEOPLE WHO CAN HELP

Enrolment queries
student-records@york.ac.uk
+44 (0)1904 322136

International student support
international-support@york.ac.uk
+44 (0)1904 324140
york.ac.uk/internationalsupport
It is important that you understand how your programme works and the standard of work expected.

There are rules and regulations governing your academic work, conduct and how to present research and contribute to team assessments. If you are an international student you may find our approach to academic integrity, referencing and plagiarism very different from that of your home country.

Your programme
Your department will supply all the information you need to understand your programme of study and how it will be delivered and assessed. They will tell you about your progression through the academic year and provide a timetable of any assessments, examinations, supervised experiments, performance requirements or project completion deadlines.

Academic integrity
You must understand and demonstrate academic integrity in your studies and the work you produce. Academic integrity includes values such as honesty, trust, fairness, respect and responsibility. It is compulsory to complete the online Academic Integrity tutorial on the Yorkshare VLE. Your department may ask that you do it before you submit any significant work or assessments. It covers correct use of referencing and helps you to understand and avoid assessment offences such as plagiarism and collusion.

Turnitin
Turnitin is a text-matching software designed to help students integrate material into assignments correctly. You can use Turnitin after you complete the compulsory Turnitin training on the Yorkshare VLE.

Referencing
Referencing is a key aspect of academic writing and is used to clearly identify information and ideas that come from source materials. It is essential to acknowledge other people’s ideas in this way so that you can avoid committing plagiarism. There are different referencing styles depending on your subject area. Our online guide to referencing contains advice and examples to help you use your department’s referencing style correctly.

york.ac.uk/integrity
Anything that stops you from continuing your studies in the usual way is called an ‘academic progress issue’. If you experience problems with your programme of study you should talk to your academic supervisor as soon as possible.

**Exceptional circumstances affecting assessment**

Sometimes things happen beyond your control that either have an impact on your performance during an assessment or prevent you from undertaking the assessment at the scheduled time. If these events are truly exceptional, i.e. serious, unusual and unpredictable, they may be classed as exceptional circumstances and you may be able to defer or re-sit an assessment.

If such exceptional circumstances do occur, you must seek support from your supervisor and provide evidence as soon as possible at the time they occur. You can find the Exceptional Circumstances Affecting Assessment claim form online, along with further information on submitting a claim.

[york.ac.uk/students/studying/progress/exceptional-circumstances](york.ac.uk/students/studying/progress/exceptional-circumstances)

**Making changes**

There are many occasions when personal circumstances may make it necessary for you to change aspects of your course. However, the decision to make changes to your course should not be taken lightly and it is essential that you understand the implications that any changes may have. You should discuss any proposed changes with your supervisor.

[york.ac.uk/students/studying/manage/plan/taught](york.ac.uk/students/studying/manage/plan/taught)

**Appeals**

Appeals relate to decisions about your academic progress. You can appeal if you think there was a procedural error in arriving at an academic decision or that there were exceptional circumstances that the examiners didn’t know about. However, you cannot appeal against an academic judgement of your work.

[york.ac.uk/students/help/appeals](york.ac.uk/students/help/appeals)

**PEOPLE WHO CAN HELP**

**Your supervisor**

If you have a problem, talk to your supervisor. They will be able to help and guide you through the procedures involved and tell you who to contact.

**Students’ Union**

If you want to make an appeal or a complaint, the GSA Advice Service provides independent and confidential advice and guidance.

[advice@yorkgsa.org](mailto:advice@yorkgsa.org)

+44 (0)1904 322718

[yorkgsa.org/welfare](yorkgsa.org/welfare)
We provide a range of services and facilities to help you make the most of your studies.

The Library

The University Library provides a vast array of high quality online resources, books, and spaces to work. Our staff are here to help, whether that’s in person at the Help Desk or via email, phone, chat, Twitter or Instagram. You can find out more about where to start on our pages for new students.

A specialist study area for all postgraduates is located on the second floor of the Fairhurst Building, which includes lockers and a lounge area with comfortable seating where you can work or relax. There’s another specialist postgraduate area on the 1st floor of the Morrell, offering desks and comfortable chairs. You will need to have your University card updated in order to use either of the postgraduate spaces; the staff at the Library Help Desk will be happy to do this for you.

In addition to the main buildings on Campus West, there is also library space on the 1st floor of Piazza Building on Campus East, and you also have access to two other facilities based in the city. King’s Manor Library is in the city centre, with collections relating to the Departments of History, History of Art and Archaeology. York Minster Library is particularly useful to students whose courses cover medieval literature, history, and art history.

Study spaces

The main Library building is located on Campus West where you’ll find over 1000 places to work across the three sections of the Library: the Morrell, the Fairhurst and the Burton. These include a variety of quiet and silent areas, IT rooms, and bookable group and individual study rooms. You’ll be able to use our print collections, our audiovisual collections, and access our e-resources via PCs, iMacs and our collection of laptop loans.

A specialist study area for all postgraduates is located on the second floor of the Fairhurst Building, which includes lockers and a lounge area with comfortable seating where you can work or relax. There’s another specialist postgraduate area on the 1st floor of the Morrell, offering desks and comfortable chairs. You will need to have your University card updated in order to use either of the postgraduate spaces; the staff at the Library Help Desk will be happy to do this for you.

In addition to the main buildings on Campus West, there is also library space on the 1st floor of Piazza Building on Campus East, and you also have access to two other facilities based in the city. King’s Manor Library is in the city centre, with collections relating to the Departments of History, History of Art and Archaeology. York Minster Library is particularly useful to students whose courses cover medieval literature, history, and art history.

Study spaces in the Library are both bookable and non-bookable and are split into zones with signs telling you what kind of atmosphere is expected in each one. Whether you like to work alone in silence or you prefer being with friends and chatting, there will be somewhere to suit you. Many of the spaces have power sockets and network access service sockets.

In addition to the Library, there are various study spaces across campus in colleges and departments. These vary in atmosphere and facilities and can range from quiet study spaces with individual desks to cafés and dining halls.

york.ac.uk/library/info-for/new-students

york.ac.uk/library/study

york.ac.uk/students/studying/manage/university-study-spaces
Learning resources

The Library stocks the books you need in either print or e-book format, or both. We're not just about books though: we provide access to high quality academic information which Google can't find via our extensive collection of e-journals and databases.

Search our collections via YorSearch, the library catalogue. If all copies are already out on loan, place a reservation in YorSearch so that you get access at the earliest possible opportunity.

yorsearch.york.ac.uk

You can find specialist resources for your subject and information on how to evaluate and manage your sources.

Our online Skills Guides provide videos, slides and interactive tutorials to help you develop your information skills, learn to code, work with data and get creative with digital technologies.

subjectguides.york.ac.uk/skills

The Borthwick Institute for Archives

Few universities have archives with the range and quality of those at the Borthwick – from the medieval to modern periods, from York to Cape Town, and from Shanghai to Washington DC. We have some of the earliest archbishops’ registers in the world, the archives of path-breaking psychiatric hospitals, playwrights’ archives and much more.

We support teaching across a wide range of departments and provide work experience and skills teaching across archive and archive conservation work, ranging through digital archives, parchment codices, photographic prints and negatives and reel-to-reel tapes. Our blogs and Twitter feed are good ways to discover how you can get involved, whether you are interested in research for your dissertation, helping to create online resources, or gaining work experience for your career after you graduate.

york.ac.uk/borthwick

Humanities Research Centre

The Humanities Research Centre (HRC) has a Postgraduate Study Area (PSA) extending over two floors of the Berrick Saul Building with beautiful views across the lake and garden. Exclusively for arts and humanities postgraduates, the study area is quiet, spacious and light and is open 24 hours a day. PhD students can apply for an allocated desk, but hot desking for PhD and Masters students is also available. On the ground floor is a social area which is a great place to relax with fellow postgraduates. The Bowland Auditorium, seminar rooms and Treehouse can be booked by arts and humanities postgraduates for meetings, reading groups, seminars and conferences. The HRC organises a programme of training, events and funded opportunities for students.

york.ac.uk/hrc

People Who Can Help

University Library Help Desk

The Library is open seven days a week with extensive opening hours. The Help Desk on the Ground Floor is open from 9am until 5pm, and you can send us an email or use the Chat Service, which is also available out of hours. Please contact us if you need specific help such as resources in different formats.

lib-enquiry@york.ac.uk
+44 (0)1904 323838
york.ac.uk/library

Academic Liaison Librarians

Your Academic Liaison Librarian is your main contact in the Library. They can help you identify specific resources for your subject and talk to you about tools and techniques for working effectively. Find your Academic Liaison Librarian by choosing your department from the list.

subjectguides.york.ac.uk
IT services
No matter what you are studying, you will need to use the University’s IT facilities to complete assessments, access your emails and access the virtual learning environment (VLE).

Setting up
You should have already set up your IT account and have access to your email and the systems you need to use. If you need help or would like to know more about what’s available to you, see our information for new users.
york.ac.uk/it-services/introduction

Check your University email
You will receive all correspondence from the University, your department and your tutors through your York Gmail account. Log in using your email address and IT password.
york.ac.uk/it-services/services/email

Get connected
If you are using your own device you can access the University’s network using the wireless network (eduroam) or the wired network sockets in study bedrooms, the Library and other open access areas. You can also check what devices will connect to our network.
york.ac.uk/it-services/services/wifi

Staying secure
Make sure your personal devices, laptops, phones and tablets are updated with patches and are protected against threats such as viruses or malware. Be vigilant for email scams and phishing attacks, if the offer looks too good to be true, it usually is! The University will not ask you for passwords by email or text message, and will not send you urgent messages out of the blue. If in doubt, contact IT Services.

Two-factor authentication (2FA)
Two-factor authentication (2FA) provides an additional layer of security when you log on to IT systems from any device (e.g. laptop, desktop, phone, tablet). It’s commonly used for online services like banking and helps to protect your personal information. You’ll need to set up 2FA to access some University systems including eVision and remote access (VPN and VDS).
york.ac.uk/it-services/security
IT rooms
IT Services provide IT classrooms and study areas across campus. Some are always open to students; others may only be available to students outside teaching hours. Most are open 24 hours a day. Printers are available in or near most IT rooms.
york.ac.uk/it-services/rooms

Google apps
The University uses Gmail (Google mail) together with a host of other Google apps for education such as Calendar, Google Drive and Google Meet. All students have access to these services by logging in with your email address and IT password.
york.ac.uk/it-services/google

York Print Plus (YPP)
YPP is the printing, photocopying and scanning service. A range of multifunctional devices (MFDs) are available in open spaces and offices around campus. You are able to use the YPP devices using your University card. You are given print credits every year and you can top up your account online with a debit or credit card.
york.ac.uk/yorkprintplus

Using York facilities off campus
You can access University facilities when off campus using the virtual private network (VPN) or the virtual desktop service (VDS).
york.ac.uk/it-services/work-off-campus

Microsoft Office free to students
As a student at York you can download a free copy of the Microsoft Office suite, which you can use on up to five different devices. Your subscription will remain valid as long as you are a member of the University of York (and connect online every seven to ten days).
york.ac.uk/it-services/software

PEOPLE WHO CAN HELP

IT Support
itsupport@york.ac.uk
+44 (0)1904 323838
york.ac.uk/it-services

Library & IT Help Desk
lib-enquiry@york.ac.uk
+44 (0)1904 323838
york.ac.uk/library
We will help you to build, develop and perfect your academic skills.

Your supervisor
Your department will allocate you an academic supervisor who is there to offer support and advice throughout your programme of studies. Your department will tell you how often you should meet. They are there to help; meet early in the term and make more appointments as you need to. See our guide to making the most of your supervisor meetings.

york.ac.uk/students-supervisor

Academic Skills Community
Our Academic Skills Community, based in the Fairhurst Library, helps students develop their academic and communication skills to a high standard. Through online resources, workshops and one-to-one consultations, academic skills staff work with undergraduate, Masters and PhD students who are interested in:

• transitioning to a different learning culture
• planning academic assignments, dissertations and theses
• developing their maths and statistics skills
• advancing their language skills to higher levels
• integrating sources and data effectively into their writing
• developing a more critical stance and developing academic argument.

Maths Skills Centre
The Maths Skills Centre offers mathematics and statistics guidance and resources for all students. They offer drop-in sessions during term time or you can book an appointment for more in-depth guidance.

Writing Centre
The Writing Centre offers academic writing guidance and online resources for all students. They offer face-to-face and online appointments throughout the year.

Skills Guides
Learn how to follow good academic practice and develop your digital skills for effective reading, note-making, essay writing and problem solving. Consult our online skills guides to find tips and interactive resources.

Digital skills training
We offer workshops throughout term time to help you enhance your academic and digital skills. Training includes reference management, critical skills, presentations and digital creativity.

york.ac.uk/academic-skills
Our ambition is to continually enhance your experience at York. Listening and acting on feedback from our students is one of the best ways to identify improvements that make a real difference. There are many ways in which we capture your thoughts and opinions on your study experience. One key way is through student reps.

**Academic reps**
Academic reps are students who are the voice of their cohort within the University. They represent you within your department, faculty and the University as a whole. Academic reps are organised into departmental teams. Each team is made up of all the course reps within the department and is led by a department rep. Teams work together to ensure your department makes the changes that you want to see. It’s important that you raise any issues, ideas or suggestions with your representatives so they can act upon it.

**Course reps**
There are around 300 course reps who represent students across the University. They attend meetings with the University and work as a team to improve the experience you have on your programme of study and within your department.

**Department reps**
There are around 30 department reps. They lead the team of course reps within your department.

**Faculty reps**
There are three faculties within the University: Arts and Humanities, Social Sciences and Sciences. There is one undergraduate and one postgraduate rep per faculty.

The GSA has faculty reps and three full-time sabbatical GSA officers. There are also a number of part-time officers covering a wide range of positions and roles. They represent your views in University committees and meetings. You can get involved with these roles and help to represent students’ views by standing for these posts in the GSA elections.

yorkgsa.org/representation
Think about adding international experience and skills to your studies. Overseas opportunities are offered through our Global Programmes team or through placements organised by your department. You also have the chance to learn another language through either Languages for All or Languages for International Mobility.

Global programmes

Our Global Programmes team can advise you on study and work abroad opportunities and funding, including summer schools and independent projects. Depending on your area of study or research, you may be able to apply for a study or work placement at one of our partner universities or host organisations.

Our International Study Centres provide an opportunity to reap the career and development benefits of a short period of learning abroad. You’ll travel with a group of York students and follow a course developed in conjunction with a high quality partner university.

We can help you explore a wide range of independent volunteering programmes, language and cultural immersion courses and career-related summer schools abroad. We can also advise you on possible scholarship opportunities to support your international plans.

Come along to our Global Opportunities Fair in Autumn Term and the Summer Opportunities Fair in Spring Term to speak to returning York students, staff, partner universities and more.

york.ac.uk/globalyou

Languages For All (LFA)

The University’s Languages for All courses are a perfect opportunity to broaden your horizons and learn about a new culture. Courses are available in 14 different languages and at different levels so you can take part whether you are a beginner or nearly fluent. There may be a charge for these courses.

york.ac.uk/lfa
At York we encourage you to think about your personal and professional development right from the start of your programme. Get involved with activities to build strengths, skills, leadership qualities and experience desired by employers. It’s also a fun way to get to know yourself and others.

Careers and placements
Our Careers and Placements team can help you with career planning, getting experience, developing your skills and strengths, job hunting and making applications, preparing for interviews and aptitude tests, as well as providing information about further study and funding.

Careers drop-in sessions run every weekday in term-time or you can book a careers advice appointment to discuss career options in more depth. We also provide tools, advice and feedback for making applications, writing CVs and gaining interview practice.

Each term we host a variety of events, including recruitment fairs, employer presentations and skills sessions. Our insight days allow students to visit companies to learn more about them and the job market, putting you in touch with employers, which may help you secure an internship.

With York Profiles and Mentors, we have a rich portfolio of profiles from York graduates, giving an insight into their work and career journey. Many York alumni are also available as mentors to help support and advise you.

Sign up for Handshake
Our online careers platform, Handshake, allows you to book an appointment with a member of our team, see details of careers events, and view job vacancies and volunteering opportunities. You’ll get access to Handshake when you begin your studies.

york.ac.uk/careers

York Futures
Not sure where to start? York Futures, our personal and professional development journey, helps you understand the options by providing a term-by-term guide to the range of opportunities you can get involved in. You’ll build a portfolio of skills and experience by engaging in the activities we offer and we’ll guide you in your journey towards a career that lets you thrive.

york.ac.uk/york-futures
York Strengths

Our unique York Strengths programme helps you understand both what you are good at and enjoy doing, so that you can focus on preparing for a career that suits you and will let you shine. You will be invited to participate in York Strengths Online and our award winning in-person Development Days to help you discover your strengths, identify where to focus your personal development and careers planning, and make the most of your time at university. You will then be supported to plan your time at York so that you can build on and develop your strengths, gain a range of experiences, and capture your achievements in the York Award.

york.ac.uk/york-strengths

York Award

Towards the end of your programme of study, apply for the York Award, the University’s certificate of personal and professional development. Gaining the York Award demonstrates that you have taken a proactive approach to your time at university by getting involved in university life and acquiring a range of skills and experiences within and outside your academic studies. It is a great addition to your CV, helping to record and reflect on your experiences and articulate them in a way that will appeal to employers and future study providers. You can start working towards the York Award requirements from your first day at York.

york.ac.uk/careers/yorkaward

Volunteering

Our extensive volunteering programmes offer a wide range of experiences, allowing you to build new skills and gain insights into different career sectors. Volunteer in schools, museums, charities or the environment through placements or bespoke projects targeted to where you can make the most difference. There are roles and levels of commitment to suit almost every student and timetable. Opportunities to volunteer are offered through Careers and Placements, as well as the Students’ Unions and your college.

york.ac.uk/careers/volunteering

Internships

Internships provide real life work experience and the opportunity to learn more about yourself and what you like, and are a great way of getting connected and developing your professional network. Our Student Internship Bureau works with companies in the York area to create paid project-based internships, covering a wide variety of roles and sectors.

york.ac.uk/careers/internships

Enterprise

Whether you have a business idea of your own or want to develop enterprise as a mind-set, we can help you develop the skills you need and provide practical support to start your own business.

york.ac.uk/careers/enterprise

Working during your studies

We can help you to find a part-time job and can provide information on your legal rights and obligations. View job vacancies on Handshake, our online careers platform.

We advise that you work no more than 20 hours a week during term-time as anything over this may interfere with your studies and affect your health and wellbeing.

york.ac.uk/careers/work

If you are a Student visa holder you will need to be aware of any working restrictions placed on you by your visa.

york.ac.uk/international-students/work
Studying at university gives you a unique opportunity to become involved in activities outside your academic studies.

You will have the chance to have fun, meet new people, try new things, enjoy new experiences and even develop skills that will improve your employability prospects. What’s important is that you don’t sit back and let these opportunities pass you by – get involved!

Your department

Look out for communications from your department featuring activities and events to get involved in.

College community

Your college will host plenty of activities, events and sporting opportunities for you to get involved in. This is a great way to meet people from different backgrounds, cultures and fields of study. Look out for news from your college on their social media channels. To gain extra experience you could think about running your own college events or volunteering for a role on college committees.

Student Connect

Student Connect is the easy way to make new friends and expand your uni network! Student Connect matches you with other students from your department or college so that you can make new connections.

york.ac.uk/student-connect

Societies

As a postgraduate at York, you are a member of both the Graduate Students’ Association (GSA) and the University of York Students’ Union (YUSU). They offer a wide range of societies and networks covering almost every hobby, interest or activity you could think of. If there isn’t already one to cater to your interests, consider forming a society yourself.

yusu.org/student-life/clubs-and-socs
yorkgsa.org/communitysocial

Sport at York

There are lots of opportunities to enjoy sport at York. The sports facilities provided by York Sport Village on Campus East include a swimming pool, velodrome, dance studios and football pitches. The facilities on Campus West include tennis and squash courts, an athletics track and field stadium, sports halls and pitches and a fitness suite, so you can take part in most sporting activities at whatever level you enjoy. There are student discounts on membership at the Sports Village on Campus East and for the facilities on Campus West.

The GSA fully funds sports sessions (GSA Free Sport) in a number of different sports to allow all of York’s postgraduate community the opportunity to unwind and relax as well as getting some exercise. The emphasis of GSA Free Sport is one of ‘sport for all’ so the sessions are casual. Take a look through all the sports currently funded and turn up to any sports session you’d like to try. If your sport is not mentioned and you would like the GSA to look into the possibilities of starting sessions, please contact: vpwellbeing@yorkgsa.org

For those who want to play competitive sports, all postgraduates are eligible to represent Wentworth College in the college sports leagues. All students can also represent the University at sporting activities run through York Sport.

yorkgsa.org/sports
yusu.org/student-life/clubs-and-socs

Postgraduate Community Fund

The aim of the GSA’s Postgraduate Community Fund is to promote community building and support new and innovative ideas and projects. Projects in the past have ranged from renovating green spaces to funding for sports equipment and everything in between. Find out how you can bid for funding of up to £1000.

yorkgsa.org/wellbeing-community/communitysocial/postgraduate-community-fund
Three full-time officers working for the unique needs of postgraduates

GSA Advice Service with specialist postgraduate knowledge

Tailored academic support and opportunities for masters and PhD students

Dedicated network groups, volunteering opportunities and funding for community projects

Seven free weekly sports sessions for all abilities

Regular events and trips run by and for postgraduate students

Visit our website:
www.yorkgsa.org
York is one of a handful of UK universities with a college system. When you join us you become a member of one of these smaller, distinct communities – your home from home whether you live on or off campus. Your college provides you with a support network and a calendar of events and activities to help you settle in, develop your skills and explore your interests.

**Activities and events**
Most college events are organised for students, by students – from big summer parties to club meet-ups, live music events to guest lectures, and Christmas fairs to bake-off competitions. If nothing on offer interests you, propose your own events.

**Leadership and volunteering**
If you run for a position on your college committee, you’ll represent your college peers, and you could deliver campaigns, design and sell college clothing, co-ordinate the sports teams or arrange socials. College committees also provide platforms for volunteering and fundraising for charity projects you’re passionate about.

**Sports and clubs**
Every week, colleges compete in over 20 college sport leagues. There are regular training and coaching sessions for all team members, who range from beginners to seasoned pros, meaning that you can take part whatever your sporting ability.

**Music**
The College Music Scheme gives access to music facilities and opportunities in your college. Sign-up to get priority invitations to events and activities, such as choirs, workshops and equipment hire. For a small add-on fee, members can access whichever of the college-hosted music facilities suits their needs, from an instrument lending library, to band practice facilities.

**Support and guidance**
Your college team offers support throughout your time at university. Our colleges have a dedicated team of staff and recent or current students who are on hand to talk, offer support and guidance and point you in the right direction when further expertise is needed. If you are experiencing any difficulties, you can talk to a friendly face.

College Life Coordinators and Advisors provide peer support, particularly on the common issues that students can face. Look out for sessions on topics such as adapting to change, coping with uncertainty, managing presentation anxiety, perfectionism, procrastination, recognising your self worth, and the secrets to successful sleep.

york.ac.uk/colleges
As well as starting a new programme when you arrive in York, you may also be settling into a new home. Get to know your new surroundings so that you can feel comfortable as soon as possible.

**Living on campus**
If you are living in campus accommodation you will receive a Resident’s Welcome email when you arrive. This will contain links to all the information and advice you need to enjoy your new home on campus.

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

**Campus map**
Use our interactive campus map to find rooms and navigate your way around campus.

[york.ac.uk/map](http://york.ac.uk/map)

**Post and parcels**
You’ll find red Royal Mail post boxes on or near campus and a Post Office in Heslington village. You can also send post at discounted prices from the University post room at Dalham Farm, the Piazza mailroom or the Print shop on the upper tier in Market Square.

[york.ac.uk/mailroom](http://york.ac.uk/mailroom)

**Living with others**
Moving to a new university can be exciting but living with others can sometimes present challenges. We can advise on issues students may experience with flatmates or neighbours.

[york.ac.uk/students/accommodation/private-sector/problems](http://york.ac.uk/students/accommodation/private-sector/problems)

**Help and advice**
The Student Hub offers help and advice on contracts and negotiations if you are arranging off campus accommodation with a private landlord. We also offer help and advice on your rights and responsibilities as tenants.

[york.ac.uk/students/accommodation/private-sector/moving-in](http://york.ac.uk/students/accommodation/private-sector/moving-in)
Rent guarantor
Many private landlords and estate agents require tenants to provide a rent guarantor who will be required to pay rent should the tenant fail to do so. To help students without a UK guarantor, the University has partnered with YourGuarantor who act as a rent guarantor for students living in the private sector.

york.ac.uk/students/accommodation/private-sector/rent-guarantor-scheme

Find a housemate
The GSA can help you find fellow students to live with.

yorkgsa.org/welfare/accommodation

Students with children
There is information on moving to York, childcare and schooling on the student web pages. The GSA also has a family network.

york.ac.uk/students/support/children

Get involved in sustainability
Sustainability is a key element of our responsibilities and values. We provide opportunities and facilities around campus to help you live more sustainably, from purchasing a YORCUP on campus to help reduce the number of single use coffee cups sent to landfill to checking out our A-Z waste guide for the best ways to reuse, recycle and dispose of unwanted items.

We have British Heart Foundation clothes banks so you can donate any unwanted shoes and clothes. It's especially important when you are moving in or out of your accommodation to remember to dispose of your rubbish and unwanted items in the correct way.

See our sustainability web pages to find out what you can do, from giving a little extra consideration to how you dispose of your waste, do your shopping or get around campus, to joining societies or initiatives across campus and the local area.

york.ac.uk/about/sustainability/what-you-can-do
Exploring campus, the city and the surrounding area is made easy by the frequent bus services, the excellent road and rail networks and by the fact that York is a cycle-friendly city.

**On your bike**

It takes around 15 minutes to cycle to the city from campus so why not get on your bike? Get free cycle training and free safety products including high-visibility vests or ‘slap and wrap’ arm reflectors from our Travel and Transport team. The Bike Doctor comes onto campus regularly, offering free bike checks.

There are fixed bike pumps at locations across campus and there are numerous secure cycle storage points around campus for your use. If you want to leave your bike on campus over the summer period you must register your bike with the Travel and Transport team.

Don’t have a bike? Get free bike hire by joining our Cycle Pool Scheme. E-scooters and e-bikes are also available to hire.

Please be aware that it is illegal to cycle after dark without lights. It is also illegal to cycle on a pavement unless it is marked as a cycle route. You can be given a £50 on the spot fine for either offence.

**Cars and parking**

While we think our campus is a great place to walk, cycle or get the bus to, we recognise that some students may need to drive. There are pay-and-display car parks around campus with disabled bays available. Under certain circumstances students may be eligible to apply for a parking permit.

**Buses**

You can travel between Campus East and West for free on several routes. Regular services take you into the city from campus in about 20 minutes. Download the First Bus app – you can check timetables and even track your bus. The University works with approved bus service providers to negotiate student discounts on tickets and annual passes.

**Taxi**

The University’s preferred taxi service is Streamline. They offer student discounts and have dedicated parking bays around campus, so you can call a taxi quickly. If you don’t have your fare, you can leave your University card with them and pay the next day when you collect it.

[+44 (0)1904 656565](tel:+44%201904%20656565)
york.ac.uk/about/transport-maps-parking
Events

There are a wide range of student events on campus, organised by YUSU, your college, the Student Hub, your department, and more! Many are featured on the student events page or Students’ Unions events pages – or download the My UoY app from your app store to get personalised event suggestions. Your department may organise events, often with visiting speakers or partner institutions.

york.ac.uk/students/events

Wentworth College runs postgraduate-only trips, regular events, and provides an induction and orientation programme for all postgraduates.

The GSA runs trips to local and national attractions to help you discover Yorkshire and popular places around the UK. They also run a full programme of events throughout the year including a dedicated postgraduate welcome week, evening parties, laid-back pub nights and coffee afternoons.

yorkgsa.org/event

The GSA runs a number of network groups to help you meet like minded students, which include a PhD Network, LGBTQ Network, Families Network and College Tutors network, all of which run regular events.

yorkgsa.org/community

Food and drink

The University and YUSU operate a range of cafés, dining halls and bars across campus, offering you a selection of different dining experiences. The campus bars and Library Café open late into the evening so you can unwind with friends.

york.ac.uk/study/student-life/food

There are two branches of the Nisa grocery store on campus: Market Square and Kimberlow Hill. Both offer a range of food and drink items, including most of the essentials.

Exploring the city of York

York is a beautiful, vibrant and historic city and attracts millions of tourists each year. While in the daytime you can enjoy shopping, marvelling at the Minster, walking the city walls, and exploring the city’s many art galleries, museums and historic landmarks, York also has a lively, cosmopolitan nightlife with bars, clubs and pubs to suit every taste. A variety of festivals throughout the year bring colour and vibrancy to the city. There’s always something going on whether it is literature, vikings, food and drink, illuminations, comedy or music.

visityork.org
We have a wide range of people and services that can help if you run into difficulties.

**Academic supervisor**
Your academic supervisor will provide guidance and advice on your academic work and progress. They can also support your personal development and wellbeing, referring you to specialist advisers or self-help resources where appropriate.

**Practical matters**

**Student Hub**
The Student Hub is a first point of contact to help you find any support and advice you may need during your studies. Advisers in the Student Hub can help with many practical matters such as housing advice, financial support and money management, academic progress issues, official University letters, and more.

*york.ac.uk/student-hub*

**Disability support**
Disability can arrange academic support and adjustments if you have a physical or mental health disability, Specific Learning Difficulty, or long term health condition that has an impact on your ability to study.

*york.ac.uk/students/support/disability*

**Student financial support**
Sometimes you might need extra support if you are having particular difficulty with your finances. You may be able to apply for assistance funding or loans to support you through your studies.

*york.ac.uk/students/finance*

**International student support**
Our International Student Support team provides immigration advice as well as support for issues many international students can face when living and studying in the UK.

*york.ac.uk/students/support/international*

**Student communities**
We have a number of networks to support different groups of students to get the most out of their university experience:

- BAME students
- Care leavers
- Students living at home
- Disabled students
- Estranged students
- First generation students
- Mature students
- Refugees
- Student from military backgrounds
- Students with children
- Students who are carers
- Students who are pregnant

*york.ac.uk/student-communities*
HEALTH AND WELLBEING

Health services
All students are advised to register with a doctor as soon as possible after arriving in York. The health centre closest to campus is Unity Health or you can search the NHS website for GP surgeries in the area.

york.ac.uk/students/health/healthcare

Wellbeing advice A-Z
Our wellbeing advice A-Z helps to break down the myths of university life, lets you find self-help and guidance, and lets you know that you are not alone.

york.ac.uk/students/health/advice

Wellbeing support
If you find things difficult, it is important to know that you do not have to struggle alone. There are lots of people ready to listen and help you.

Security
Campus Security staff are on duty 24 hours a day, 365 days a year. They are the first response for everyone on campus. All officers are first aid trained and part of the Mental Health First Contact network. They provide security advice, facilities management and aid the emergency services on campus. Contact them through the SafeZone app or telephone +(0)1904 323333 (emergencies) or +44 (0)1904 324444 (non-emergencies).

Report+Support
Report+Support is the University’s tool to report student misconduct and to find support both within and outside the University on issues such as bullying and harassment, discrimination, domestic abuse, hate crime, sexual harassment and sexual violence. You can choose to report anonymously.

Colleges
Each college has College Life Coordinators and Advisers to provide confidential pastoral care. They are a team of trained students who live in college and help resolve issues or point you to specialists. Whether you are an on-campus resident or not, your college is ready to listen.

Faith contacts
Our chaplains will speak in confidence with any student, regardless of faith or belief. They have a network of contacts with other faiths and provide spaces for prayer and reflection on campus.

Togetherall
You can access free online support with Togetherall, an anonymous 24/7 online global community with support from trained professionals.

York Nightline
Nightline is a confidential listening and information service run independently by students for students. It is open from 8pm to 8am every night during term time.

Open Door
Open Door provides a range of self-help materials to aid your personal development and wellbeing as well as a professional confidential one-to-one service for students experiencing mental health issues.

Sexual Violence Liaison Officers
Our Sexual Violence Liaison Officers (SVLO) can work with you one-to-one to talk you through support options and reporting options, both within the University and externally. They will support you through whatever choices are right for you.

york.ac.uk/students/health/help
Regulations and discipline
When you enrol, you agree to accept and abide by the University Regulations. You should make sure you are familiar with Regulation 7: Student Discipline, and the associated procedures, which details the sorts of behaviour which are unacceptable in our community and explain our procedure for taking disciplinary action. We aim to maintain a community of respect in which students and staff can study, work and live safely together. We hope that your time at the University will not be affected by problems of misconduct, but you can find all the information you might need on our website.
york.ac.uk/student-misconduct

Complaints
You can complain about a service you have received as a student within the University.
york.ac.uk/students/help/appeals/student-complaints

Health and safety services
We aim to ensure that all students and staff can work in a safe and healthy environment.
york.ac.uk/admin/hsas

Data protection
The University collects, uses, stores and shares certain types of personal data, in various formats, about its current and past students in order to fulfil its functions as an education provider and to maintain its lifelong relationship with its alumni community. In doing so, it complies with the UK General Data Protection Regulation and Data Protection Act 2018. See further information on how the University uses your data and the various rights you have on our website.
york.ac.uk/records-management/dp/your-info
At the start of the year
Enrolment queries
student-records@york.ac.uk
+44 (0)1904 322136
york.ac.uk/students/studying/enrolment

Opportunities
Languages for All
lfa@york.ac.uk
+44 (0)1904 322493
york.ac.uk/lfa

Global Programmes
global-programmes@york.ac.uk
+44 (0)1904 32 3654
york.ac.uk/students/study-abroad

Careers and Placements
careers@york.ac.uk
+44 (0)1904 322685
york.ac.uk/careers

Support and wellbeing
Student Hub
student-hub@york.ac.uk
+44 (0)1904 324140
york.ac.uk/student-hub

Disability
disabilityservices@york.ac.uk
+44 (0)1904 324785
york.ac.uk/disability

International Student Support team
+44 (0)1904 324140
york.ac.uk/internationalsupport

Student finance
york.ac.uk/students/finance

Health and wellbeing help and support contacts
york.ac.uk/students/health/help

EMERGENCIES
Security +44 (0)1904 323333
Off-campus 999

Academic life
Department contacts
york.ac.uk/about/departments/academic

GSA advice and support
advice@yorkgsa.org
+44 (0)1904 322718
yorkgsa.org/welfare

Library
lib-enquiry@york.ac.uk
+44 (0)1904 323838
york.ac.uk/library

IT Services
itsupport@york.ac.uk
+44 (0)1904 323838
york.ac.uk/it-services

Academic Skills Community
academic-skills-community@york.ac.uk
york.ac.uk/academic-community

Student life
Graduate Students’ Association
+44 (0)1904 322718
yorkgsa.org

College contacts
york.ac.uk/colleges

Accommodation queries
accommodation@york.ac.uk
+44 (0)1904 322165
york.ac.uk/students/accommodation

Travel, transport and parking
york.ac.uk/students/travel

Campus map
york.ac.uk/map

Mailroom
york.ac.uk/mailroom

Sustainability
york.ac.uk/sustainability
Useful links

**Student homepage**
Your homepage featuring news, events and links to all the applications and information you will need for your studies and life at York.
york.ac.uk/students

**Things to know this week**
Your weekly term-time digest of key things happening each week.
york.ac.uk/students/things-to-know

**Timetable**
york.ac.uk/viewtimetable

**e:Vision**
Your student record and requests for official documents.
evision.york.ac.uk

**Yorkshare VLE**
Most departments use Yorkshare VLE for teaching materials.
vle.york.ac.uk

**Library catalogue**
yorsearch.york.ac.uk

**Report room faults**
york.ac.uk/fix-my-room

Social media

To find out the latest University news and events, or to ask a question when you don’t know who to ask, try our social media channels.

- /uniofyork
- /universityofyork
- @uniofyork

Official University of York postgraduate students 2022/23 facebook group
facebook.com/groups/uoypostgrads22

**GSA**

- /YorkGSA
- @GSAYork

Find more University of York social media contacts at:
york.ac.uk/social

**Apps**

**SafeZone app**
Download the Safezone App to get quick access to key services: emergency calls, first aid, campus maps and general help desk.

**MyUoY app**
MyUoY is our app designed by students, for students. View your timetable for each day and add campus events you’re interested in to personalise your schedule.