



## ABOUT THE UNIVERSITY OF MANCHESTER AND ALLIANCE MANCHESTER BUSINESS SCHOOL

The University of Manchester and Alliance Manchester Business School share a rich and proud heritage. Our School has an international reputation, attracting staff and students from across the globe and partnerships with some of the world's most exciting companies. With top-rated teaching and research in all areas of business and management, and academics who are international leaders in their field, Alliance Manchester Business School is firmly positioned at the leading edge of dynamic business performance. Our academic staff are revered and respected around the world and the majority have international experience. Their advice is sought on a regular basis by blue-chip companies and governments.

With triple accreditation from AACSB International, AMBA and EQUIS, we provide world-class, industry-focused education to undergraduates, postgraduates and executives across the globe.



## NOMINATIONS AND APPLICATIONS

### Nominations, Agreed Numbers & Applications

In order to attend Alliance Manchester Business School on exchange, students need to be nominated by their home institutions via email: [exchange.ambs@manchester.ac.uk](mailto:exchange.ambs@manchester.ac.uk)

If our colleagues at partner institutions are unsure of the agreed exchange numbers for forthcoming academic year then please feel free to contact Andy to discuss this: [andrew.walker@manchester.ac.uk](mailto:andrew.walker@manchester.ac.uk)

#### Deadlines for nominations

##### **For Semester 1 Applications**

Nominations to be received by **26 April 2019**

Applications from students to be completed by **24 May 2019**

##### **For Semester 2 Applications**

Nominations to be received by **27 September 2019**

Applications from students to be completed by **18 October 2019**

#### Application documents required:

- Application form
- A copy of your latest academic transcript;
- A copy of the photo/identification page of your passport;
- For **Non-EU students whose first language is not English**, a copy of your latest English Language Proficiency Certificate.

*(Application documents can be obtained directly from the International Office following nomination by your home institution)*

## 2019 – 20 ACADEMIC CALENDAR

### Semester 1

Induction Week: 16-20 September, 2019

Teaching: 23 September – 13 December, 2019

Christmas Break: 14 Dec, 2019 – 12 Jan, 2020

Exams: 13 - 24 January, 2020

### Semester 2

Induction: 24 January, 2020

Teaching: 27 January – 12 May, 2020

Easter Break: 27 March – 20 April, 2020

Exams: 13 May – 3 June, 2020

## ENGLISH LANGUAGE REQUIREMENTS

Students should be nominated who have attained a sufficient standard in English (written and oral) to enable them to understand the teaching material and to be able to effectively communicate with others. As a guidance, our language entry requirement for students on full time programmes is:

**IELTS** - 7.0 overall with speaking and writing 6.5 and no other element below 6.0

**TOEFL Internet-based** - 100 overall with a minimum score of 22 in writing and speaking, and 21 in reading and listening.

**Cambridge English: Proficiency (CPE)** - Minimum grade C. Note that the Cambridge First Certificate is not accepted.

**Cambridge English: Advanced (CAE)** - Minimum grade B. Note that the Cambridge First Certificate is not accepted.

**English for Academic Purposes (EAP)** - Minimum grade A with B in writing and speaking and C in other elements.

**PTE Academic** - Overall score of 66-73, with minimum 59-65 in writing and speaking and minimum 51-58 in reading and listening.

There are no intensive language classes offered at MBS but students may take courses offered by the language centre <http://www.ulc.manchester.ac.uk/>. These courses would not count towards credits.

**NOTE:** If you are studying, or have studied and completed, a three-year Bachelor Honours degree or a Masters degree at a university within the United Kingdom, or at a university where your studies are/were wholly taught in English, you are **not required** to take an English language test. Proof that your university degree was taught in English must be provided.

For students whose first language is not English and who want to improve their language proficiency, the University Language Centre runs a variety of British Council accredited programmes, and on-going support for overseas students is also available throughout the academic year. <http://www.langcent.manchester.ac.uk/foreign/>

## VISAS

Please check [here](#) for up to date information and requirements

Please note, students are responsible for applying for their visas and must ensure that they obtain the necessary visas or entry permits BEFORE they enter the UK. Please contact the relevant consulate/embassy for further details. Visas can take several weeks to process so always confirm the time it may take with the consulate or embassy well in advance of your travel dates. It is a good idea to check the consulate's website first to see what documents are needed to apply for your visa. Students, who are enrolled on a programme of study which is 6 months or less should apply for **short term study visa**.

## ACCOMMODATION, HEALTH & OTHER EXPENSES

### ACCOMMODATION

The University Accommodation Office is able to allocate accommodation to students studying at MBS only from halls featured in [the Student Accommodation booklet](#).

Students can apply online for accommodation only after an acceptance letter from Alliance Manchester Business School has been issued with their ID number. **It is essential that once an online accommodation application has been submitted that you check emails on a regular basis as an offer is only held for a very short period of time.**

Students will not be able to choose a specific hall or the type of accommodation but can indicate a preference between a self-catered or a catered hall. Students should bear in mind that the cost could vary from between £60 - £100 per week. The first semester contract terminates at the end of January and the full cost for the semester will need to be paid even if a student is permitted to finish at MBS in December. The second semester contract terminates in mid-June.

If you wish to apply for university accommodation, you should do this as soon as possible. Your application must be submitted online directly to the University of Manchester Accommodation Office, once you receive your official acceptance letter with your university User ID (details will be provided in your official acceptance letter).

You will be contacted by the Accommodation Office towards the end of July/beginning of August (semester 1 students) or in the beginning of January (if you are coming in semester 2) with information on your accommodation allocation. Please note that the Alliance MBS International Team is unable to intervene in any accommodation issues. Students may organise their own private accommodation. [Manchester Student Homes](#) is a useful contact.

## HEALTH

Free health treatment is available on the UK's National Health Service (NHS) to all students from EU countries. Non EU students studying here for less than six months are advised to take out medical insurance before departure. This could be part of a travel policy that we would also recommend is arranged pre-arrival.

Further information on health care and useful information for all international students at UoM can be found at <http://www.manchester.ac.uk/international/supportservices/arrival/>

Prescriptions for medicine issued by a doctor incur a charge, which is currently about £8.05 per item.

## WHAT TO BRING

Clothing: If you are spending the whole year in Manchester, be sure to pack for all seasons. It gets cold in winter (up to -5°C) and warm in summer (up to + 20°C). If you are coming for only one semester, pack accordingly.

Don't pack too much: Manchester is a modern city with shopping centres, pharmacies and grocery stores so you don't need to pack a year's worth of toiletries (unless you use a very specific kind that cannot be found outside of your country). Also keep in mind the weight limits of airline baggage on your trip over.

Electronics: Plugs are different in the UK than in other parts of the world so if you are bringing any electronics (including chargers, hair dryers, alarm clocks etc.) either use an adaptor or buy new or second hand appliances when you get to the UK.



Copies of important documents: It is always good to photocopy important documents (passport, birth certificate, ID card) and keep them in a separate place than the originals. This provides a backup in case of theft, and you will also need copies of important documents for various administrative procedures in the UK.

## OTHER EXPENSES

The amount you will spend largely depends on the lifestyle you choose to adopt. Here is a list of a typical items that you may need or use while in Manchester and estimated cost of them (estimates are based on average expenditure of a postgraduate single student):

- Meals (excluding meals out) - £40
- Local transport (excluding travelling home / visiting friends) - £4.50–13 for a weekly buss pass (depending on the bus company)
- Other (e.g. mobile phone bill, socialising, laundry, photocopying and printing) - £40

Supermarket prices can be found here:

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

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

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

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

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

[The International Student Calculator](#) website may help you to plan and manage your money for your studies in the UK, although please be aware that costs of living may vary slightly from region to region

***If you require a visa to come to the UK, you are granted it on condition that you can pay your living expenses without having to depend on finding work in the UK.***

## TEACHING AND LEARNING

### AREAS OF STUDY AVAILABLE

- MSc Accounting
- MSc Accounting and Finance
- MSc Finance
- MSc Quantitative Finance
- MSc Business Analysis And Strategic Management

- MSc Business Analytics: Operational Research and Risk Analysis
- MSc Marketing
- MSc Human Resource Management and Industrial Relations
- MSc International Human Resource Management and Comparative Industrial Relations
- MSc International Business and Management
- MSc Innovation Management and Entrepreneurship
- MSc Management
- MSc Operations, Project and Supply Chain Management

Follow the link for information on courses:

<http://pgthandbook.portals.mbs.ac.uk/MyProgramme/ProgrammeStructuresandCourseOutlines.aspx>

Course listings are updated every year in June/July.

### WORKLOAD & PREREQUISITES

4 x 15 credit courses per semester, (10-15 hours taught per week). 15 credits = 150 *total* study hours. Students would be permitted to take 4 x 15 credit courses per semester without the written permission of the home institution. Overloading may only be permitted where specific written advice has been received from an exchange partner university.

Most courses at Alliance MBS are worth 15 credits.

A 15 credit Alliance MBS course is equal to 7.5 ECTS

All courses are available to students with a good level of Business / Management knowledge. The home institution should approve the course choices and only recommend students capable of following the chosen subjects. You should be guided by indications of prerequisites as shown on course outlines. Enrolment is subject of availability and School approval. Students are contacted if there are any problems with their proposed enrolment otherwise they are able to change their enrolment after arrival.

### EXAMINATION RESULTS

Semester One results will be released in March. Semester Two will be released in July. All results will be sent to the home institution and will be ratified by the Board of Examiners in July 2020. Exchange Students will complete all their assessment, including exams, under the same conditions as regular students.

### GRADING SYSTEM:

- 70-100%** Very good, well above average performance at Masters Level\*
- 60-69%** A good, sound performance at Masters Level
- 50-59%** Pass. An adequate performance at Masters Level
- 40-49%** Fail at Masters Level. Adequate performance at Diploma level
- 30-39%** Fail at Diploma level
- 0-29%** Fail

*\*It is uncommon for students to be awarded a grade of 80 or higher.*

### LEARNING EXPECTATIONS

Exchange Students must comply with the starting date of the semester. It is compulsory to obtain MBS authorisation for any late arrivals. Attendance at all course unit sessions at postgraduate level is compulsory. Non-attendance will only be condoned on health or compassionate grounds. All absences must be reported in advance, or on the day, to a Programme Administrator. Students can be excluded from the course if they miss more than 2 classes consecutively without providing any explanation / poor health evidence.

## SUPPORT SERVICES AND STUDENT FACILITIES

Alliance MBS Undergraduate International Team

Alliance MBS Postgraduate Services

[Careers service](#)

[Counselling service](#)

[Disability Advisory & Support Service](#)

[IT services](#)

[Library services](#)

[Student Services & International Advice Team](#)

[Sport facilities](#)

[Student clubs & associations](#)

[University of Manchester International Society](#)

## INTERNATIONAL TEAM



**Andrew Walker**

MSc & UG International Exchange Officer



**Svetlana Gannon**

International and Placement Officer

### *Alliance Manchester Business School*

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🌐 [www.mbs.ac.uk](http://www.mbs.ac.uk)