POSTGRADUATE TAUGHT EXCHANGE
STUDENT INFORMATION AND FACT SHEET
2017-18 Academic Year

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www.manchester.ac.uk
www.mbs.ac.uk
WHY MANCHESTER

Manchester is compact; however, it is the major city in the North West of England. Manchester is easily accessible, whether you are travelling from another part of the UK or from overseas. Manchester is culturally diverse. It is one of the fastest growing and perhaps most culturally exciting cities in the UK. Students come from a wide range of nations. Manchester features exciting museums and theatres, is a hot-bed for modern music and enjoys a staggering number of bars, pubs and clubs. Surveys suggest that Manchester now competes with London as the UK's most popular student destination.

http://www.manchesteronline.co.uk/

About the University of Manchester and Alliance Manchester Business School

By 2020, the University of Manchester will be one of the top 25 research universities in the world, where all students enjoy a rewarding educational and wider experience, known worldwide as a place where the highest academic values and educational innovation are cherished; where research prospers and makes a real difference. The quality of our teaching and the impact of our research are the cornerstones of our success. We attract the high calibre teachers and researchers, boasting 25 Nobel Prize winners among former and current staff and students.

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.

The University of Manchester has received a landmark donation for the future development of Manchester Business School from Lord Alliance of Manchester and his fellow Trustees of the Alliance Family Foundation. In recognition of this support and Lord Alliance’s long-standing relationship with the University and the Business School, the School has been named ‘Alliance Manchester Business School’ or ‘Alliance MBS’ in September 2015. The naming comes at a pivotal moment for the School as it continues to attract more world leading researchers and teachers, prepares to celebrate its 50th anniversary and breaks ground on a new building.

Visit our web pages at http://www.mbs.ac.uk/

Postgraduate Exchange Programme

Manchester Business School has exchange partnership agreements with universities worldwide. These agreements allow us to welcome guest students each year for a period of one semester. We have courses to suit any interests and career aspirations: from Accounting and Finance to International Business and Management.
If you are an overseas student from one of our partner universities [http://mbs.ac.uk/masters/why-mbs/international-exchange/](http://mbs.ac.uk/masters/why-mbs/international-exchange/), we encourage you to apply to spend a semester on exchange at AMBS.

Students interested in exchange still need to apply through the Exchange Office at their home university and should contact their home International Office for further information on their application procedures.

**How to Apply**

To apply students first need to be nominated by the Exchange Office at their Home University. The contact person at this office just needs to provide Alliance MBS staff with the name of the nominated students.

An email is then sent to the nominated students with information on how to complete and submit their exchange application forms.

Once students have filled in an application pack, they are asked to print a copy of their application forms, sign the relevant declaration section and forward it together with all supporting documentation to the International Exchange Administrator by the application deadline. To ensure efficient processing and turnaround of student exchange applications, it is important that completed application forms are received by the deadline. Applications received after this deadline may not be accepted.

### NOMINATION / APPLICATION DEALINES

<table>
<thead>
<tr>
<th>Deadlines for Applications</th>
<th>Application documents required:</th>
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<tbody>
<tr>
<td><strong>For Semester 1 Applications</strong></td>
<td>• Application form</td>
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<tr>
<td>Nominations to be received by <strong>21 April 2017</strong></td>
<td>• Accommodation application form</td>
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<tr>
<td>Applications from students to be completed by <strong>19 May 2017</strong></td>
<td>• Emergency contact details with medical information form</td>
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<tr>
<td><strong>For Semester 2 Applications</strong></td>
<td>• Home transcripts</td>
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<tr>
<td>Nominations to be received by <strong>29 September 2017</strong></td>
<td>• 1 passport sized photograph</td>
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<tr>
<td>Applications from students to be completed by <strong>13 October 2017</strong></td>
<td>• Copy of passport</td>
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(Application documents can be obtained directly from the International Office following nomination by your home institution)

### ACADEMIC CALENDAR 2017-18

<table>
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<tr>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>Induction Week: 18 – 22 September, 2017</td>
<td>Induction: 26 January (TBC), 2018</td>
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<td>Teaching: 25 September – 15 December, 2017</td>
<td>Teaching: 29 January – 14 May, 2018</td>
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<td>Christmas Break: 15 Dec, 2017 – 15 Jan, 2018</td>
<td>Easter Break: 23 March – 16 April, 2018</td>
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<td>Exams: 15 – 26 January, 2018</td>
<td>Exams: 15 May – 5 June, 2018</td>
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AREAS OF STUDY AVAILABLE

Areas of Study Available

- MSc Accounting and Finance
- MSc Finance
- MSc Finance & Business Economics
- MSc Quantitative Finance – Financial Engineering
- MSc Quantitative Finance – Risk Management
- MSc Business Analysis And Strategic Management
- MSc Business Analytics: Operational Research and Risk Analysis
- MSc Marketing
- MSc Corporate Communications and Reputation Management
- 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

Full-time workload

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.
15 Manchester credits = 7.5 ECTS credits

Academic prerequisites

All courses are available to students with a good level of 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.

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 7.0 IELTS or 620 TOEFL/250 computerised TOEFL). 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
**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 the Programme Administrator. Students can be excluded from the course if they miss more than 2 classes consecutively without providing any explanation / poor health evidence.

Exchange Students will complete all their assessment, including exams, under the same conditions as regular students.

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**VISAS**

**Citizens of the EEA or Switzerland**

If you are a citizen of the EEA or Switzerland, you are entitled to enter the UK freely and have the right to reside here while you are studying. You do not need any documentation to confirm this right, but we recommend that you apply for Registration Certificate if you want to work in the UK.

The European Economic Area (EEA) consists of: Austria, Belgium, Bulgaria, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, the Republic of Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, the Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, and the UK.

If you are from Switzerland, EEA rules generally apply to you.

If you are from Croatia, slightly different rules apply: [www.gov.uk/croatian-national](http://www.gov.uk/croatian-national)

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**All other international students**

If you are non EEA national you may need a visa to come to the UK to study. Students, who are enrolled on a programme of study which is 6 months or less will need to apply for short term study visa.

Check with UK Visas and Immigration [https://www.gov.uk/check-uk-visa](https://www.gov.uk/check-uk-visa) to see whether you need to apply for immigration permission before travelling to the UK to start your studies.

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.

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**EU Referendum**

As you will probably be aware, on 23 June 2016, the UK voted to leave the European Union. The referendum result does not change our vision as an international university. We look forward to welcoming students and academics from Europe and beyond, to make up the diverse academic and research community that we are so proud of here at Manchester. We believe in working together and learning from each other to enrich the education of our students, and to tackle some of the biggest questions facing the modern world.

We would like to assure that all EU students at The University of Manchester, joining us in 2017-18 academic year, will secure their “Home” status and there will be no changes to opportunities for placement for the duration of their postgraduate taught course.

*We look forward to welcoming you here in Manchester in 17-18 academic year!*
ACCOMMODATION & OTHER EXPENSES

Areas of Study Available
The University Accommodation Office is able to allocate accommodation to students studying at MBS only from halls featured in the Student Accommodation booklet. 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 - £90 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. Initial applications for accommodation must be submitted to the PGT Office and not sent to the Accommodation Office. Further information about the university accommodation is available at: http://www.accommodation.manchester.ac.uk/
Students may organise their own private accommodation. Manchester Student Homes is a useful contact. http://www.manchesterstudenthomes.com/Accommodation

Academic expenses
There are no tuition fees to be paid to Alliance MBS or University of Manchester.

The tuition fees cover the following items:
• Programme tuition
• Use of computer in designated specialist masters computer labs
• Internet and e-mail facilities
• General use of the MBS library and the University libraries, including many of the databases

The tuition fees do not cover the following items:
• Books*
• Laser printing
• Cost of printing reports and projects for assessment purposes
• Photocopying, CDs etc.
• Incidental costs involved in production of slides for presentations; some of the databases in the MBS library.

* It is recommended that students should not buy any books before arrival. Books may be borrowed from the library or second hand books may be available for purchase.

Health insurance
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.

Prescriptions for medicine issued by a doctor incur a charge, which is currently about £8.05 per item.
Other / living 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 bus 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
www.tesco.com
www.asda.com
www.morrisons.co.uk/
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

http://international.studentcalculator.org/

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