

Full Legal Name of Institution	University of Kent
Erasmus+ Identification code	UK CANTERB01
PIC number	999841275
Head of Institution	Professor Karen COX, Vice-Chancellor and President
Full Postal Address	Erasmus Team International Partnerships The Registry University of Kent CANTERBURY Kent CT2 7NZ UK
Visiting the office	International Partnerships, Room 155, First floor, Registry Extension
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Email	erasmus@kent.ac.uk
University website	www.kent.ac.uk

## Staff responsibilities

Inter-institutional agreements, KA103	Mrs Jan LOWE, Erasmus Institutional Co-ordinator
Staff Mobility	Miss Janet WILSON-SHARP
Student Mobility	Miss Janet WILSON-SHARP  Mrs Françoise McKEE  Mrs Brechje KLOK-WHITE
KA107	Ms Primrose PASKINS

### **Academic Calendar**

Terms	https://www.kent.ac.uk/academic/University-term-dates/Menutermdates.html The University of Kent's academic year is split into three terms not two semesters.
Examinations	All examinations take place in the Summer Term (May-June).  Students who register for the Summer Term are expected to sit their examinations.



# **Nomination and Application**

Deadlines	15 May – September arrivals
	15 October – January arrivals
Nomination process	Please send your nominations by email to <a href="mailto:erasmus@kent.ac.uk">erasmus@kent.ac.uk</a>
	As a minimum, please include the following details for each student:
	Name     Email address
	<ul> <li>Duration of stay: either full academic year or specify which terms the student will spend at Kent</li> <li>Number of credits required by the home university</li> </ul>
Application process	Students should apply online through Kent Vision.
	The link to the application form will be emailed direct to the nominated students with the Guide for Erasmus students. Students must read the Guide carefully before applying.
	All students must upload their Learning Agreement and recent transcript of marks as part of their application.
English language	Undergraduates – minimum B1 on CEFR scale (A higher level is beneficial.)
requirements	Postgraduates and staff – minimum B2
	In most cases, a certificate or letter from the home university which confirms the student's English language level is sufficient. If further evidence is required, the student will be notified.
Visa requirements	Students who need a Tier 4 visa to study in the UK must have a valid Secure English Language Test (SELT) certificate and meet the English Language requirements set by UK Visas and Immigration.

#### **Practicalities**

Accommodation	Campus accommodation is offered to Erasmus students who apply within the accommodation deadline. Details and virtual tours are available at:  www.kent.ac.uk/accommodation
Insurance	All students must obtain the European Health Insurance Card and their own private travel insurance <u>before</u> coming to Kent.
Visa	UK Visas and Immigration: <a href="https://www.gov.uk/government/organisations/uk-visas-and-immigration">https://www.gov.uk/government/organisations/uk-visas-and-immigration</a> The Erasmus Team cannot provide visa advice but students may contact Kent Union's Advice Centre: <a href="https://kentunion.co.uk/welfare/advice/international-visa">https://kentunion.co.uk/welfare/advice/international-visa</a>

### **Course Information**

Credits	Undergraduate modules are usually worth either 7.5 ECTS (equivalent to 15 Kent credits) or 15 ECTS (equivalent to 30 Kent credits).
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	Postgraduate modules are usually worth 10 ECTS (equivalent to 20 Kent credits) each.
Credit requirements	Erasmus students are expected to take 30 ECTS per teaching term, 60 ECTS for the full academic year. This is the normal student workload and is achievable for Erasmus students.
	<b>Important note:</b> If you expect your students to take fewer credits at Kent, please notify us in writing.
	Module registration is time-consuming and places are limited, so it causes problems when a student drops out of a module or fails to complete the assessment because it is not required by the home university.
Choosing modules	www.kent.ac.uk/courses/modules
	Students should choose modules from the subject area of the exchange.
	More advice about module choices will be sent to nominated students in the Guide for Erasmus Students.
Module registration	It is <u>essential</u> that incoming Erasmus students apply and upload their Learning Agreements as early as possible in order to have the best choice of modules.
	The Erasmus Team will check and register modules based on the Learning Agreement in the months before arrival. Students will be contacted by email about any queries or problems. Learning Agreements will be signed when modules have been approved and registered.
Module changes	Kent does <u>not</u> have an "add and drop" period.
	Students may only change registered modules on arrival if there is a timetable clash.
Assessment	Modules may be assessed in various ways: in class test or presentation, coursework essay, end of year exams etc.
	Coursework essays will be set during the term but may have a deadline after the end of term, for example exchange students who leave in December may have a deadline in January. Coursework is submitted online so students can do this after they have left Kent.
Examinations	All examinations are held in the Summer Term (May-June), at the end of the academic year. Resit examinations take place in August.
Undergraduates	Students who are nominated for a period including the Summer Term <u>are</u> required to sit the examinations. Alternative assessment is <u>not</u> offered for students who are registered for the Summer Term.
	Alternative assessment is offered in some Schools but <u>only</u> for students who have been nominated for a study period ending in December or April.
	The School of Economics and Kent Law School do <u>not</u> offer alternative assessment. Students taking Economics or Law should either choose modules which are assessed by coursework only or include the Summer Term in their study period.
Postgraduates	Assessment is normally by coursework.
	However, students in the School of Economics should stay for the Summer Term because many postgraduate modules have exams.



Transcripts of Marks	Transcripts of marks are published in July after the Boards of Examiners have met. Originals are sent to students' home addresses. ECTS transcripts are emailed to the partner universities.
	Students finishing in December may request a provisional transcript in February. The final transcript will be published in July.
	Students finishing in April may view their marks in the online Student Data Systems but will receive the official transcript in July.

# **Support**

Health and wellbeing support	The University Medical Centre, pharmacy and nursing service provide a broad range of services for students:
	www.umckent.co.uk/
	The UK Council for International Students Affairs provides useful information about the NHS and accessing health care in the UK, amongst other things:
	http://www.ukcisa.org.uk/
Disabilities, Specific learning difficulties	Students who have a disability or specific learning difficulty should contact Student Support as soon as possible after they have applied so that the necessary practical/academic arrangements can be made before arrival.
	www.kent.ac.uk/studentsupport
Mental health, counselling	Student Wellbeing offers free, confidential counselling for all students and specialist support for those with mental health difficulties:
	www.kent.ac.uk/studentwellbeing
Academic support	This is available through the Student Learning Advisory Service and the Support teams in each School.
Language support	The Centre for English and World Languages provides free, non-credit bearing In-sessional English classes which students can take in addition to their credited modules.
	https://www.kent.ac.uk/cewl/courses/in-sessional/ie.html
	It also runs a pre-sessional English and Academic Skills for Exchange students course in September:
	https://www.kent.ac.uk/cewl/courses/short-courses/english-exchange.html
Other services	The College Masters provide assistance for all students in their colleges, and are responsible for non-academic discipline.
	The ecumenical, multi-faith Chaplaincy runs events and provides support for all students:
	https://www.kent.ac.uk/chaplaincy/