

STUDENT EXCHANGE PROGRAMME (SEP)

Information for Students applying for Exchange

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| <p>A. University</p> | <p>University of Leeds (Leeds)</p> <p>https://www.leeds.ac.uk/international-exchange-and-study-abroad</p> |
| <p>B. Country</p> | <p>United Kingdom</p> |
| <p>C. Academics</p> | |
| <p>i) Module Mapping & Credits Transfer</p> | <p>Please ensure that your Study Plan is approved by the academics at your home Faculty before the exchange. You can check with the SEP Coordinator in the Dean's Office of your home Faculty.</p> <p>Modules approved in the past might not be offered by the host university or approved by your Faculty when it is time for your exchange. Please check the latest course offerings at the host universities while you are preparing your Study Plan.</p> |
| <p>ii) Academic Calendar</p> | <p>Semester 1: Late September to late January Semester 2: Late January to mid-June</p> <p>https://www.leeds.ac.uk/secretariat/almanac.html</p> <p>The arrival and orientation dates for study abroad, exchange and Erasmus+ students starting in September are the same as for international students.</p> <p>View key dates and the Orientation Programme</p> |
| <p>iii) Exchange Duration</p> | <p>Semester 2 exchange is recommended.</p> |
| <p>iv) Examination</p> | <p>Students who choose to exchange at Leeds in semester 1 <u>have to</u> take the examinations at Leeds in late January before returning back to NUS.</p> <p>NUS Faculties and Schools might not be able to invigilate the Leeds examinations based on requirements from Leeds.</p> |
| <p>v) Curriculum Structure</p> | <p>The full credit load for one semester at Leeds is 60 credits (this can be typically be between 3 to 6 modules, as most modules are worth either 10 or 20 credits each).</p> <p>You should apply for 60-100 credits per semester of study in case some of your choices are not available. <u>Please engage your academics at your Faculty/School when you do your Study Plan at NUS.</u></p> |

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| | A student is expected to put in 100 hours of work for each 10 credits they take while at Leeds, whether this is formal contact time or self-study. No overloading beyond 70 credits per semester is allowed. |
| vi) Minimum Requirements to Apply | <ul style="list-style-type: none"> (i) a minimum NUS CAP score of 3.75 out of 5.0 scale; or (ii) a minimum 'B' grade in the current/intended discipline/major; or 70% average marks or ranking in the top one-third of the class; (iii) no single grade below 'C'; |
| vii) Language Proficiency Requirements | <p>Currently, Singaporean nationals who are applying for one semester of study at the University of Leeds can apply without proof of English language; Singaporean nationals who are applying for a full year (two semesters) of study must apply with proof of English language. For more information, including information on the minimum TOEFL and IELTS scores needed, please visit the Leeds website: https://www.leeds.ac.uk/info/130117/exchange_and_study_abroad/119/language_requirement</p> <p>The above is subject to change at Leeds' discretion.</p> |
| viii) Faculties & Schools accepting exchange students | <ul style="list-style-type: none"> • Faculty of Arts, Humanities and Cultures • Faculty of Engineering • Faculty of Biological Sciences • School of Business • School of Environment • School of Mathematics and Physical Sciences |
| ix) Modules Compatibility | <ul style="list-style-type: none"> • Please read the 'What can I study?' page here. • Student should refer to the host university's online course catalogue here and read the selection guidelines on module levels, number of credits as well as school specific restriction carefully before applying. |
| x) Module restrictions | <ul style="list-style-type: none"> • Graduate modules are <u>not open</u> to undergraduate exchange students. • Studio Art, Design and Music Performance modules may not be available to exchange students. • For highly popular modules, early application is strongly recommended to avoid disappointment. • There are a number of other module restrictions so it is advised that the search parameter 'Search by Incoming Study Abroad' is used to obtain an accurate list of what is available. Leeds would also advise students to read the school-specific module guidance here. |
| D. Application | |

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| <p>i) Procedures</p> | <p>Students should be nominated by NUS to Leeds before they submit the online application form. Applicants must upload their supporting documents onto the Leeds online application portal.</p> <p>Successful students will receive confirmation of their module enrolment and details of welcome and registration events directly via email and post from Leeds. Please check with your home Faculty at NUS for the acceptance package one to two months prior to the semester start date at Leeds.</p> <p>Please follow the specific requirements about the format of the documents that are uploaded, and Leeds expect to receive one PDF document per student.</p> <p>Students should not submit any extra documents not requested by the Leeds Study Abroad Office. Please see the full list of documents and guidelines here: https://www.leeds.ac.uk/info/130117/exchange_and_study_abroad/145/supporting_documents</p> <p>The Application Guide and the list of supporting documents needed by Leeds can be found in the SharePoint. Please look for the SEP coordinator at your Dean’s Office for the link to the SharePoint.</p> |
| <p>ii) Deadlines</p> | <p>All NUS student must abide by the internal application deadline set by their home Faculty for exchange participation in the following academic year. After clearing the internal application and selection process, students have to take note of the application deadline set by the host university.</p> <p>Failure to submit a formal application to the host university will result in your exchange being forfeited even if you have been selected by NUS for the exchange.</p> <p>The online application information can be found here: https://www.leeds.ac.uk/international-exchange-and-study-abroad/doc/applying</p> |
| <p>E. Accommodations</p> | |
| <p>i) University Accommodation</p> | <p>Information about university accommodation will be given in the acceptance email sent out by Leeds directly to selected students. Accommodation is guaranteed for all exchange students at the university provided that the application is received by the university's accommodation office before the given deadline. Students can apply for accommodation from mid-May after formally accepted by Leeds for the exchange.</p> <p>For details on the various housing options and rental, please refer here.</p> |

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F. Visa

Consular/Visa Regulation

UK Visa and Immigration updates their immigration policy regularly. It is the student's responsibility to check on the requirements via their website before they leave for the exchange.

<https://www.gov.uk/government/organisations/uk-visas-and-immigration>

For latest information on border control please see:

<https://www.gov.uk/uk-border-control>

Standard Visitor Visa for Semester Exchange

If you are a Singapore citizen or a citizen of another country on the UK non-visa nationals list, and if your course of studies is less than 6 months, you will request entry to the UK as a Standard Visitor when you arrive.

Singapore citizens do not normally need to meet with a Border Force agent, and will be able to enter the UK through E-gates. The E-gates will automatically grant you permission to stay in the UK for up to 6 months.

You will not receive a stamp on your passport thus it is important that you retain evidence of when you entered the UK. Hence, please keep your boarding pass or evidence of your flight itinerary.

Please refer [here](#) for more details on the Standard Visitor Visa.

Student Visa for Full-Year Exchange

You need a Student Visa for a full-year exchange in Leeds.

For more details on visa application, read the information available [here](#).

All students are advised to apply for the necessary visa immediately after they received the official offer letter/email from their host university. Some visa application processes can take up to 2 months to process. Your exchange at the host university depends on the clearance by the immigration of the host country.

Leeds' information on Visa and Immigration can be found here:

<https://www.leeds.ac.uk/international-visas-immigration/doc/visas-study-abroad-exchange-summer-school>

Your exchange at the host university depends on the clearance by the immigration of the host country.

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| G. Safety, Health & Medical Insurance | |
| i) Health/Medical Insurance | <p>Students who are on exchange in UK for less than six months are not entitled to subsidised NHS treatment. Therefore, semester-based exchange students are encouraged to purchase additional insurance to cover medical costs, hospitalisation expenses and emergency evacuation costs which might be incurred while they are on exchange.</p> <p>All registered NUS students are covered under the group personal accident and medical insurance as well as the student travel insurance. For more information on the insurance coverage, please refer to https://myportal.nus.edu.sg/studentportal/student-insurance/all/.</p> <p>If the insurance coverage is not enough, students are advised to purchase additional health and/or travel insurance from their preferred agent.</p> |
| ii) Emergency Number at host university | Tel : 0044 113 343 2222 (Emergency only) |
| H. Cost of Living | |
| i) Estimated Monthly Living Expenses | http://students.leeds.ac.uk/info/21504/living in the uk/842/budget and costs |
| I. Transcripts | |
| i) Delivery of official transcript | <p>Leeds cannot issue any official transcripts until mid-July as all marks, for both semesters, remain provisional until then.</p> <ul style="list-style-type: none"> • Students there for Semester 1 only will be issued with provisional grades at the end of February/beginning of March. These will be sent by email to NUS Registrar’s Office and the student directly. • All students will be issued one copy of their official, final transcript in mid-July. This will be sent by post to NUS Registrar’s Office rather than to the student directly. <p>Please read here for more information.</p> |
| J. Useful Links | |
| Pre-arrival Guide | http://www.leeds.ac.uk/info/130117/exchange and study abroad/148/preparation and arrival |
| COVID-19 Updates | https://www.leeds.ac.uk/international-students/doc/coronavirus-information-applicants-offer-holders |