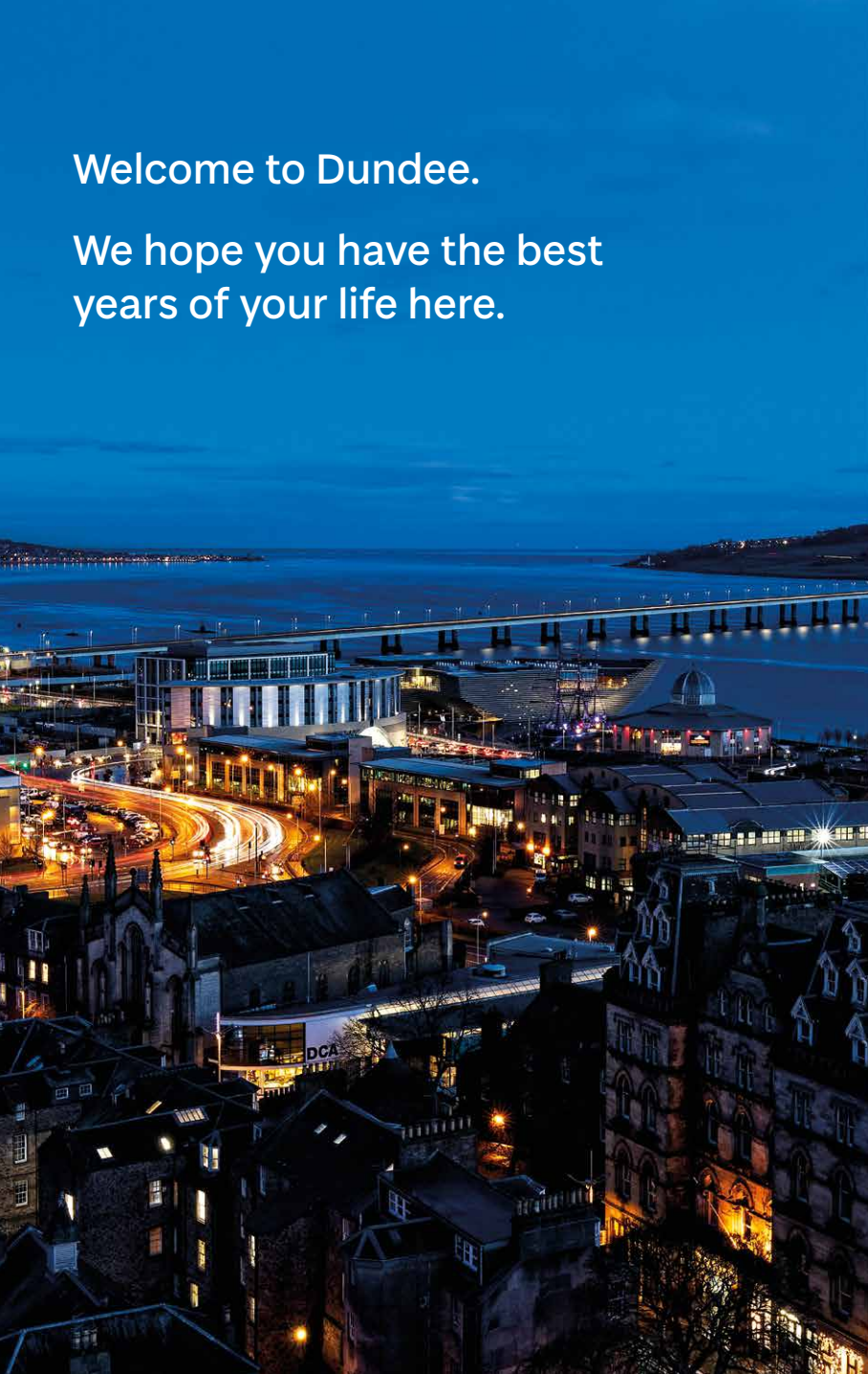
University of Dundee

International student guide 2021/22

dundee.ac.uk

Welcome to Dundee.

We hope you have the best years of your life here.



Dundee is a small city with a tremendous sense of community, where it is easy to make friends, feel at home, and where you will find such attractions as the new V&A Dundee museum. The city centre and the main shopping area is a five-minute walk away. Our students enjoy life in one of Scotland's most student- friendly cities.

The best of Scotland is easily accessible from Dundee. You can take part in watersports on the River Tay in the morning, climb a Scottish mountain in the afternoon and still have time to return for a meal at one of many restaurants in the evening.

We are home to students and staff from almost 150 countries. We are a place where international students can quickly feel welcome.

We are in the top 20 universities in the UK (according to The Guardian University Guide 2021) because we are committed to making sure your experience at Dundee is the best it can be – and that won't change any time soon, even in the current challenging situation.

We understand some of you may hesitate about starting your studies overseas this year, but we would encourage you to come. An international education is a life-changing experience for almost everyone who embarks on study abroad – don't miss out on that chance. We hope you have a wonderful student experience in Dundee.

Moving to study in another country is a brave step. So please remember, if you need help – of any kind – please just ask.

Wendy Alexander
Vice-Principal (International)

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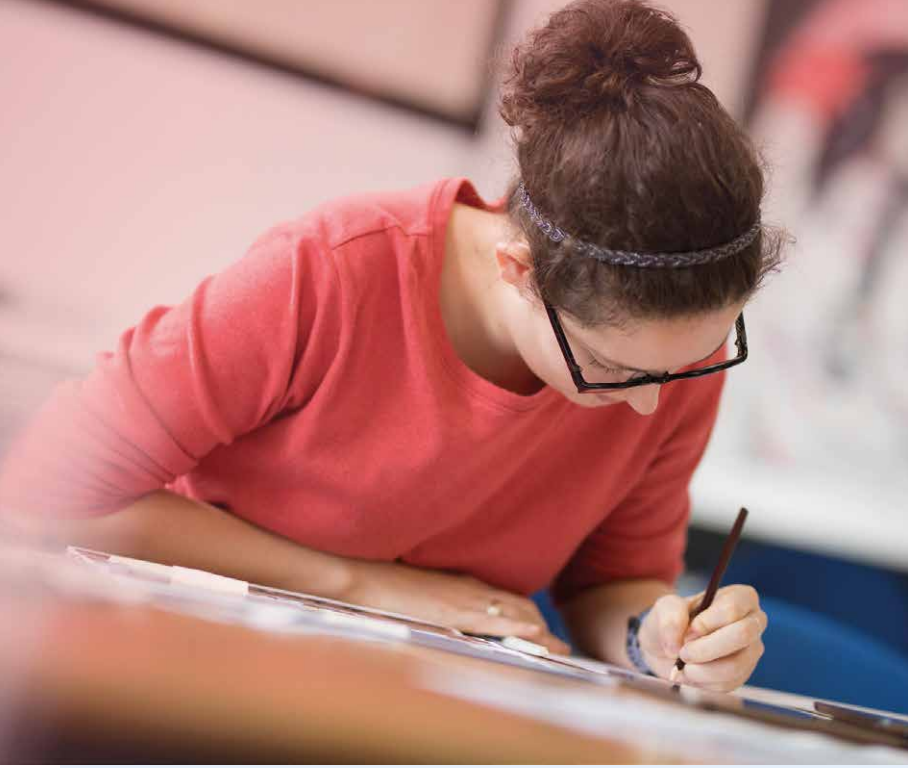
1

Prepare to join us

Ready to welcome and support you

Some of you will be preparing to travel to Dundee and join us on campus for Semester 1, whilst others plan to study online for some or maybe even all of Semester 1, and then come to Dundee. One thing remains the same for everyone – whether you will be in Dundee or start studying remotely from home, we are ready to welcome and support you. This guide aims to answer most of your questions about starting your student life at Dundee.

dundee.ac.uk/welcome



Immigration and visa information

If you need to apply for a student visa, please check the UK government website before making your visa application.

gov.uk/student-visa

Read information for international students arriving in the UK through UKCISA (UK Council for International Student Affairs) at **ukcisa.org.uk**

The earliest you can apply for a Student Visa is 3 months before you start your course if you are already in the UK, or 6 months before your course start date if you are outside the UK (depending when you receive your CAS).

gov.uk/student-visa

Even if you will start studying with us online and won't arrive in Dundee until later, you must obtain your Admissions Letter before you will be able to matriculate (register) online. You will also need your Admissions Letter and Confirmation of Acceptance of Studies (CAS) to apply for your visa before you travel to Dundee.

To get these you will need to:

- Hold an unconditional offer of entry to your chosen programme and have firmly accepted this offer.
- Complete the Previous Study in the UK form.
- Pay your tuition fee advance payment. The more you pay, the more it shows your commitment to study with us which can improve the strength of your visa application. Once you have made your payment, please upload proof of payment (card transaction receipt, copy of bank statement showing transaction, or copy of completed bank transfer) to My Applications on eVision. If you are funded by an official financial sponsor (Government, international agency, multi-national company, British Council or Education institution) please upload your sponsor letter to MyApplications on eVision.
- If you have been allocated University accommodation, please pay the advanced rental payment to secure your accommodation.
- Submit a scanned copy of your passport, degree certificate or final transcript, and your English language certificate (or relevant equivalent).
- When requested, log in to MyApplications on eVision, check all the information we hold for you is accurate and submit your pre-CAS checklist.
- Complete the Study on Campus form in eVision to tell us when you plan to travel to Dundee (we will let you know when it's available for you).

Depending on when you plan to arrive, we will send you an Admissions Letter with the CAS Statement, which includes the CAS number and all the relevant information we have sent to UKVI. All of our sponsor licence details are in this statement which you will need to copy into your visa application.

Your CAS number is also only valid for one application, so if your visa is refused, please let us know as you may be able to apply again and a new CAS will be considered.

If you will start studying remotely and plan to arrive in Dundee much later, we will delay issuing your CAS until nearer your planned travel time (but still giving you enough time to apply for your visa). Before we will issue a CAS to anyone who has started studying remotely, your engagement with your online classes will be reviewed. If you do not engage regularly with your online classes we will not be able to issue you with a CAS to arrive in Dundee later in the academic year.

Tuition fees

For courses starting in Semester 1, you will receive an email towards the end of Week 1 asking you to pay any remaining tuition fees. You can either pay the full amount by credit card or bank transfer, or set up a payment plan from a UK bank account. Please be aware that we will not be able to accept cash payments.

dundee.ac.uk/guides/pay-your-tuition-fees-international

Bringing family

If you are studying an undergraduate programme you can't bring your family with you to the UK. However, you can bring dependants to the UK if you are studying a postgraduate course of at least 12 months or you are studying a course of at least six months and you are sponsored by your Government.

International Engagement Team

As an international applicant you will already have been introduced to our International Engagement Team after you submitted your application. If you haven't already joined, you'll find the International Offer Holders Facebook Group is a great place to find useful information and meet other international offer-holders before you join us. Once you matriculate as a student, our Student Services teams will be very happy to continue that support and guidance.

facebook.com/groups/DundeeInternationalOfferHolders2122/

Matriculation

Matriculation is where you officially register as a student to allow you to attend classes and access facilities such as the Library and My Dundee. You'll be asked to matriculate online at the start of every academic year while you are a student.

When you are ready to matriculate we will ask you to upload a photo for your Student ID card and also to complete a pre-matriculation task in eVision. You will matriculate online in eVision and full instructions will be given to you.

Click on your school for details on how to register:
dundee.ac.uk/welcome/courses

University-arranged accommodation

We offer self-catering furnished rooms across four sites. All self-contained single bedrooms have their own shower and toilet and a shared kitchen and dining area. Bicycle storage, wired and wifi internet connections, laundry facilities and utility bills are inclusive of rent. You are guaranteed University accommodation for your first year of study on condition you apply by the deadline.

Once you've firmly accepted your conditional or unconditional course offer as your first choice, you will receive an email to access the online application form and apply for a room. Once allocated a room, you will receive your room offer. This will have a reply date so don't miss it! An advanced rental payment will secure your booking, and if you don't meet your University offer conditions, we will refund your money. We are based within The Enquiry Centre.

dundee.ac.uk/accommodation/

e: residences@dundee.ac.uk
t: +44 1382 384040

Private accommodation

Dundee has lots of accommodation, so don't rush into making a decision. Think about where you want to live, who you will live with and what you can afford to pay in rent each month. You can book a hotel or a bed and breakfast giving you time to decide where you want to live in city.

Find options on: dundeestudenthomes.co.uk
rightmove.co.uk
lettingweb.com
visitscotland.com

If you decide to rent privately DUSA has a legal housing advisor to help you with any problems you might have and a website full of information on how to go about finding a private rent flat in Dundee. Their housing advisor can provide you with lease checks, your rights and responsibilities as a tenant, help with inventory and deposits, repair issues and other questions on housing matters.

dusa.co.uk/advice

Health

Bring a 3 month supply of any prescription medicines (check your medicine is legal in the UK) and any necessary medical records or letter from your current doctor. Bring a copy of your prescription for glasses or contact lenses (this lets you replace them easily if you break or lose them).

Money

Bring a recent bank statement, your UK national insurance number (if you have one) and any insurance policies. It is advisable to bring approximately £200 cash and up to £500 on a prepaid Visa/MasterCard for immediate expenses (Travellers cheques are difficult to cash so are best avoided). Use the International Student Calculator to help plan your budget while living in Dundee. Important costs to consider before you come to Dundee: travel to the UK, accommodation (including the cost of utilities such as gas and electricity bills), food, day-to-day living costs and travel expenses.

which.co.uk/money/university-and-student-finance/student-budget-calculator

Personal security

Take common sense precautions; keep your money in an inside pocket or bag, make sure you cannot see your purse, and do not leave bags unattended. Take special care of your passport and personal documents, it can be very tiring travelling so remember to keep them close to you. Keep important documents in your hand luggage along with your passport, your original qualification certificates and your offer letter.

Tip! We strongly advise you not to travel with large amounts of cash!

Checklist of documents to bring to Dundee

It is very important you bring original documents and not photocopies. If you are a Student visa holder then please bring:

- Qualification certificates
- English Language Certificate
- Documents listed on your Certificate of Acceptance of Studies (CAS)
- our CAS statement
- CAS statement changes (Receipt or UKVI screenshot printouts of payments you have made to the University after your CAS was issued)
- Passport with 90 day vignette sticker
- Confirmation of your accommodation address in Dundee
- Extra passport photos
- Financial sponsor letter (if you have one)
- Biometric Residence Permit BRP (Student) if you have received this
- Identity documents which can include birth certificate or marriage certificate

Tip! When planning your journey do not travel through Dublin as your visa will not be stamped and validated on entering the UK, therefore you would be required to travel out of the country to enter through a UK airport.

Travelling to Scotland

The UK and Scottish Governments have introduced a 'traffic light' system with all countries and territories classed as either red, amber or green in relation to the restrictions in place for people arriving into the UK. Since the list of countries on Scotland's and the UK's green, amber and red lists can change at short notice, it is very important that you check the Scottish Government and UK Government webpages for the most up-to-date information to fully understand what you must do before you travel.

Scottish Government: gov.scot/publications/coronavirus-covid-19-international-travel-quarantine/

UK Government: gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england

Train from Dundee to...	
Edinburgh	1 hour 15 minutes
Glasgow	1 hour 30 minutes
Manchester airport	5 hours
Birmingham	5 hours 20 minutes
London	6 hours

Scottish direct flights to...	
Belfast	55 minutes
London	1 hour
Dublin	1 hour 10 minutes
Amsterdam Schiphol	1 hour 25 minutes
Paris CDG	1 hour 45 minutes
Istanbul Atatürk	4 hours 20 minutes
New York JFK	7 hours
Dubai	8 hours
Beijing Capital	10 hours

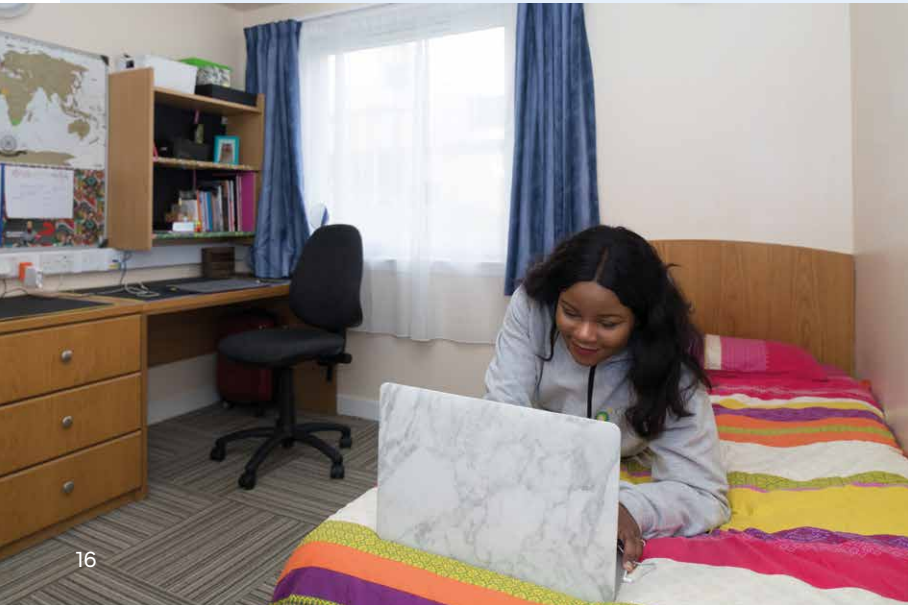
Managed quarantine and self-isolation after arriving in the UK

New, existing and returning international students travelling to undertake on-campus learning in 21/22 from a home country that is on the UK/Scottish governments' Red List for coronavirus will need to book a managed quarantine package for arrival in the UK. The University will refund the £2285 cost once you have arrived in Dundee and matriculated for study:

dundee.ac.uk/guides/get-support-managed-quarantine-costs

Once you have booked your flight and know your arrival time you should book a taxi online before you leave home. When booking, please make sure that you give the exact address and postcode of the accommodation you are going to (not the main University postcode). You can find out more, including links to online taxi booking solutions and how to claim your refund, on our website:

dundee.ac.uk/guides/taxi-transfer-international-students



Travellers entering the UK must submit a passenger locator form online 48 hours before the date of their travel unless they are from a country on the list of exemptions.

Unless you fall within an exemption you will not be allowed to leave the place you are staying in for the first 10 days you are in Scotland except in very limited situations.

If you have firmly accepted University-arranged accommodation you will self-isolate for 10 days in your allocated accommodation. You will be supported by the Residences Support team and other Student Services teams who will communicate with you by email and Microsoft Teams (for video calls).

There is more information about moving into student accommodation, quarantine and self-isolating after arriving in the UK on the Welcome webpages:

dundee.ac.uk/guides/moving-student-accommodation

dundee.ac.uk/guides/self-isolating-arrival

Government rules on self-isolation for amber arrivals have changed again recently to allow people arriving from the USA and amber EU countries who have had both vaccinations in one of those countries to be exempt from having to self-isolate. Please continue to check the Scottish and UK Government webpages for the most up to date information before you travel.

Scottish Government: gov.scot/publications/coronavirus-covid-19-international-travel-quarantine/

UK Government: gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england

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On arrival in Dundee

BRP card

Your Vignette in your passport lasts 90 days to allow time for those who need to self isolate.

Your letter from the UKVI confirms which Post Office to collect your BRP card from. To collect your BRP card take your passport and letter to the Post Office (30 Whitehall Street, DD1 4AF) within 90 days of arrival. If they do not have your BRP or if you have any difficulties collecting your card, email **internationalsupport@dundee.ac.uk**

The University are registered as an Alternative Collection Location for BRP's. If you made your visa application from 2 August 2021 you would have had the option to select our ACL code 3HE297, thus allowing you to collect your BRP from the Enquiry Centre on Campus when it is safe to do so.

Tip! If you arrive in September or January check our Welcome pages for information on travel, what you need to bring, your course and registration events and moving in!

dundee.ac.uk/welcome

Welcome

As well as events for your course and subject, we've organised a range of social events to welcome you to the University, and the city of Dundee. Most of the events will be in small groups including campus and supermarket tours, as well as taste of Scottish culture. Details and how to book are available here:

dundee.ac.uk/guides/welcome-events-whole-university-community

Tip! Don't miss the Official online welcome from the Principal and Vice Chancellor Professor Iain Gillespie.

Coronavirus and keeping safe on campus

Please read the University Guides which explains the steps we are taking to keep students and staff safe on campus. These include the use of face coverings, hand sanitisation and social distancing rules.

dundee.ac.uk/welcome/coronavirus-information

Registering with the police

Normally nationals of some countries are required to register with the police within 10 days of arrival. If you are required to register, the condition of entry will be endorsed in your passport, BRP or your Home Office letter of confirmation of entry.

The Immigration Compliance Team will contact you to let you know of any Police Registration events that will take place on campus.

Check the Police Scotland website for further details:
scotland.police.uk/contact-us/overseas-visitor-registration-registering-with-the-police

If you have any questions email:
immigrationcompliance@dundee.ac.uk

Doctor and dentist registration

The National Health Service (NHS) is free, with no charges for prescription medications in Scotland. As an international student you will have paid a health surcharge as part of your visa application which will give you access to the same services as a UK resident. Choose any GP (doctor's) practice within Dundee and register there. Choose a dentist that takes on NHS patients, otherwise you will be charged as a private patient and this can be very expensive.

dundee.ac.uk/guides/register-with-a-doctor

Tip! Find a doctor or dentist at:
nhsinform.scot/scotlands-service-directory
You can register with some of the doctors online on their practice website.

UK bank account

You can only open a UK bank account once you have received your student ID. Banks open from around 09:30 to 17:00 Monday to Friday and have 24-hour automatic cash machines. To open a bank account you complete an application, some are online applications and provide the following documents:

- Passport
- Introductory Letter to the Bank (found in eVision under 'student resources')
- Funds to deposit
- Proof of your local address in the UK

Further information and a list of banks in Dundee is available on our website:
dundee.ac.uk/guides/bank-accounts

Cultural transition videos

Watch our international students talking about their own experiences of arriving and living in Dundee. They include social life in Dundee, eating out in Dundee, asking for help, environmental differences, cultural and getting used to the Dundee accent!

libguides.dundee.ac.uk/c.php?g=664589&p=4702856

Life in Dundee

The weather in Scotland can be unpredictable, in spring (March to May) the average temperature is between 3 and 6 degrees and our summer (June to August) ranges from 14 to 22 degrees. In autumn (September to November) we have bright days as the colourful leaves fall but it can be windy and wet, and the temperatures in winter (December to February can reach freezing, sometimes with snow!

Key fact

Dundee is the sunniest city in Scotland! We have 17 hours of daylight in the summer but in winter we only have 7 hours of daylight!

Clothing

Please bring warm clothing if you can, but there are plenty shops to buy a warm clothes in Dundee.

Transport

Dundee is a small city and you can walk almost everywhere. The campus is located just a short walk from the city centre. Our centrally located train and bus station provide connections to all major cities across the UK. Our local bus companies Stagecoach and Explore Dundee provide various ticket options for students.

Tip! Full-time students can apply for a railcard that allows you to save 1/3 on rail travel throughout the UK, you can pick up the form from The Enquiry Centre.

Dundee city centre has many shops, mobile phone stores, restaurants and supermarkets including a Chinese store and various Halal shops. The Overgate Shopping Centre near campus has cafes, bars and restaurants, and opens 7 days a week. Leisure and entertainment attractions include Dundee Rep Theatre, Dundee Contemporary Arts, V&A Dundee, McManus Galleries, Verdant Works, Mills Observatory and the Botanic Garden. Dundee has many parks, green spaces and a beautiful beach at Broughty Ferry.

dundeecity.gov.uk/sites/default/files/publications/eatdrinkshop.pdf

Tip! Free SIM cards are available to collect from the Enquiry Centre and the Global Room.

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Student life

Support Services

We are proud of our student experience reputation for being supportive, caring and helpful, but university life can still be daunting so we have a wealth of support services for you. Our Enquiry Centre is the first point of contact for all your questions. It's located next to DUSA and the Premier Shop. Read our A to Z Helpful Guide for Students, which includes all our student support services.

dundee.ac.uk/student-services/

International Advice Service

The International Advice Service (IAS) is tailored to provide specialist advice and guidance to you and your family on a range of matters relating to living and studying in the UK. Our advisers are trained in providing specialist immigration advice and assistance with Student visa extensions and are aware of the challenges you may face when studying in a different country and culture. They provide links to the local community and produce a range of useful information. The IAS can arrange appointments either online or at a social distance in the Global Room if required.

dundee.ac.uk/international-advice-service
e: internationalsupport@dundee.ac.uk

Immigration regulations

Even during these difficult Covid-19 times there are Home Office rules you must comply with and our friendly Immigration Compliance Team are always on hand to help keep you up to date.

When you first arrive the team will contact you to verify your visa and passport details electronically to complete your matriculation process. At this point we will also provide you with details about how you engage with your studies. Once you start your studies you must continue to engage with your modules, as expected of all students, and this can currently be online by logging into your classes, lectures, tutorials and coursework submissions, or may be physically in labs or face to face meetings (whenever possible) with academic staff. The team will be in touch with you if engagement with your studies becomes a problem, to help direct you to support and ensure that your immigration status is not at risk.

During these changing times it is also very important that you keep your details updated on eVision so we can keep in touch with you. This is not only a requirement under the terms of your visa but ensures that we can keep you up to date with any changes to immigration rules and University information.

The Immigration Compliance Team can be contacted on **immigrationcompliance@dundee.ac.uk** if you have any questions or concerns. We can arrange to meet you virtually or you can drop by the Global Room.

See our site for more information:
dundee.ac.uk/student-services/compliance/

‘Check-In’ to your classes using an App

This year we have changed the way we capture student attendance. Bluetooth beacons are now situated across our campuses in timetabled teaching rooms to allow you to ‘Check-in’ to classes using an app on your phone. The University is using the SEAtS mobile attendance capture app for Check-In, and this is available for iOS and Android devices from the App Store and Google Play.

Simply search for the SEAtS Mobile app and follow the standard instructions to download. Once you’ve downloaded the SEAtS Mobile app, login using your University account details.

This simple and easy to use app will replace paper registers and give you access to a mobile dashboard with a traffic light system signalling if your attendance is at risk. Insight into this type of data will help all our students manage their own attendance and engagement and allow Academic Schools and Student Services to reach out to students so that the right levels of academic and pastoral support can be given.

Personal safety

The Security Centre covers the campus 24 hours a day, 7 days a week. The campus is covered by CCTV and has Emergency Assistance points, which provide instant 2-way communications with security and immediately dispatches help upon activation. The Police Scotland service are very supportive and promote key messages which centre around six main safety areas: Home & Property, Online Safety, Party Safety, Identity Safety, Water Safety and Illicit Trade.

To find out more information:
scotland.police.uk/advice-and-information/

Download the British Council 'Safety first -making sure your time in the UK is safe and enjoyable':
study-uk.britishcouncil.org/sites/default/files/k071_03_studyuk_safety_first_a5_final_web.pdf

Key Fact

Some students are being targeted by criminals on WeChat and mobile phone pretending to be from organisations (such as the UK Home Office). They may hold information and demand money claiming if you don't pay there will be consequences (for example deportation or cancelling your visa). The Home Office or any other organisation would not contact students in this way. Please do not give or send any callers personal information or payment. Instead, tell them you will report this fraud to the police and hang up.

ukcisa.org.uk/Information--Advice/Studying--living-in-the-UK/Frauds-and-scams

actionfraud.police.uk/reporting-fraud-and-cyber-crime

Academic support

The Academic Skills Centre (ASC) supports your learning journey. Services include online resources to help you study and revise and providing one-to-one academic skills and writing advice through our online appointments. For more information, go to the Academic Skills Centre.

dundee.ac.uk/academic-skills/
email: asc@dundee.ac.uk

English for International Students

English for International Students (EIS) offers support for students whose first language is not English.

We develop your English language and academic skills with our 10-week programme. It's free and runs in both semesters. A placement test is required to determine the level of support and starts in Week 2 of each semester. Choose one or two classes from the following subject areas; Academic writing, Academic speaking and Grammar review, among others.

Specialist English Support Module
You can choose to attend a tailored English support module for specific degree programmes, including students in the School of Business. This is a credit-bearing module so will appear on your degree transcript.

English Language Clinic offers online appointments to support international students who have questions about anything to do with Academic English including the structure of coursework, exam preparation, presentations, or just need some general language advice. We do not offer a proof reading service.

dundee.ac.uk/study/english-international-students/

Everything you need to know about your IT

IT suites are available across all campuses, including in our Libraries, where you can logon to PCs to access software and print. Due to current distancing rules, our IT suite capacity has been reduced and a desk booking system has been implemented in the Main Library. You can access your email, My Dundee, eVision, plus more with your student account – find what you need on the student dashboard. Get Microsoft Office for free on up to 15 of your personal devices and great deals on PCs, laptops, and other tech with your student account.

dundee.ac.uk/guides/discounts-on-computers-and-software

On campus, connect your computer, phone, and tablet to eduroam WiFi and enter your University password and full username (includes @dundee.ac.uk).

IT help

Online: dundee.ac.uk/help4u
Email: help4u@dundee.ac.uk

Library Services

The Library and Learning Centre offers facilities and services across four sites on the city campus, Ninewells and Kirkcaldy. The Main Library is a spacious complex with comprehensive facilities including high speed wireless, an internal cafe, and study facilities to support group, interactive and individual modes. During exams the Main Library is usually open 24 hours a day, and in semesters it is usually open from 07:30 to 02:30.

The Main Library is open 365 days a year, with minimum hours of 09:00 to midnight including the weekends and holiday periods. Also the Ninewells Library is available to all students 24/7/365 using a pre-registered student card for access. Professional staff are on hand to provide guidance. You can download the Library mobile phone app, as well as a range of systems including the VLE and reading list provision. Due to current distancing rules, a desk booking system has been implemented in the Main Library.

dundee.ac.uk/library/

The Doctoral Academy

The Doctoral Academy oversees support for all postgraduate researchers and their academic supervisors at the University. We work in partnership with both local and national stakeholders to ensure an excellent experience, provide opportunities to engage in our vibrant research community and offer opportunities for researcher development.

The Doctoral Academy team comprises Professor Michael Gratzke, the Academic Director, Dr Sandra Oza, the Doctoral Academy Manager, and Clare Eaves, the Doctoral Academy Coordinator.

dundee.ac.uk/doctoral-academy
twitter.com/DundeeDA

Online toolkits

LIVE Smart helps you find the information and resources during your initial transition to university and throughout your academic journey, signposting to information on wellbeing, support, personal development and student life.

libguides.dundee.ac.uk/livesmart

LEARN Smart helps you in preparing for university, during your studies and in thinking about your career, becoming an effective, independent learner, thinking critically and analytically and writing for academic purposes, making good use of library facilities and how to research effectively, being a student in a digital age and keeping safe online and planning for your career post-graduation.

libguides.dundee.ac.uk/learnsmart

Nightline

Nightline is a free confidential and anonymous overnight listening service that offers emotional support and information. It is run by students for students at universities around the world. Dundee has a well-established Nightline which can be contacted by email, instant messenger or phone.

Their lines are open from 20:00 to 08:00 and the number is 01382 381183. You can also email them on: **listening@dundeeuni.nightline.ac.uk**

The Global Room

The Global Room is located in the central part of campus behind the Tower Building in the College Hall, where we are keen to honour the history of the University while looking to the future and encouraging all students and staff to have a truly international experience right here in Dundee.

All students are very welcome in the Global Room, and our staff are here to help you. As restrictions ease we will arrange drop in sessions with various teams across campus including the Student Funding Unit, DUSA Housing Advice, International Advice Service and the Immigration Compliance Team.
We are also planning in-person and online social events throughout the semester to welcome new and returning students to Dundee.

Institute of Sport and Exercise (ISE)

The ISE has an on-campus gym with a 25-meter heated swimming pool and sauna, strength performance centre and full-size tennis and squash courts. Exercise classes for a range of abilities which can be booked throughout the day. You can pay for a membership which can last for a semester to a whole year. The Sports Union is located in the ISE. There are over 40 different sport clubs for you to join and be a part of; something for everyone! Haven't played a sport before? University is the perfect time to start. All clubs are welcoming and enthusiastic about new members.

dundee.ac.uk/ise/
facebook.com/sportsunion

Dundee University Students Union (DUSA)

DUSA has 8 executive student members that represent the student body helping with academic and mental health issues, starting or joining a society, or becoming involved in representation or charity work. The Hive support includes; academic appeals, private housing and advice is free, independent and confidential. Their Zero Tolerance focuses on sexual assault and harassment, and no behaviour will be tolerated whilst studying in Dundee. If you are a victim of anything outlined above you can go to the Enquiry Centre on main campus and ask to speak to a support worker.

dusa.co.uk/advice/

In previous years some of our international societies have held events to celebrate cultural festivals such as Diwali, Chinese New Year and Holi, whilst some hold smaller social sessions for networking and learning. As public health restrictions ease, our societies will continue to offer events such as these again.

dusa.co.uk/get-involved/societies/a-z/

Friends in the community

The University has links to host families in the wider community across Dundee who enjoy meeting International students and providing a unique opportunity to experience British home life. Enjoy sharing a meal and cultural exchange, building friendships across the world and an opportunity to experience a home from home whilst studying in Dundee. More information is available on the International Advice Service website:

dundee.ac.uk/international-advice-service

Nursery

For pre-school children of students and staff, the university has its very own nursery. See their website for more information and how to enrol your child:

dundee.ac.uk/nursery

School

There are many nurseries, primary and secondary schools, as well as bilingual pupil support, and ethnic minority group to support international families. See our information at:

dundee.ac.uk/international-advice-service/guides

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Employability

Hours of work during studies

The UKVI have set restrictions on working hours for Student visa holders. Most students with a visa are eligible to work a maximum of 20 hours per week during semester and full-time during holidays. This also includes voluntary (unpaid) work. Check your visa/BRP for conditions of work. Placements and internships will only be eligible if it is an integral and assessed part of your course. Those on Visitor visas are not eligible to work. See IAS Guide:
dundee.ac.uk/international-advice-service/guides

ukcisa.org.uk/Information--Advice/Working/Student-work

If in doubt check with:
internationalsupport@dundee.ac.uk
or **immigrationcompliance@dundee.ac.uk**

Minimum wage and contracts of employment

The national minimum wage is aimed at providing employers with minimum standards and fairness in the work place. The Government has set standard rates of a minimum pay per hour almost all workers are entitled to, depending on age. It doesn't matter how small an employer is, they still have to pay the correct minimum wage.

When offered any kind of employment, you can check the gov.uk website to ensure you will earning the minimum wage of above.

gov.uk/national-minimum-wage

If you are offered a job, ensure you agree a contract of employment with your employer to protect your rights as an employee.

gov.uk/employment-contracts-and-conditions

Obtaining a National Insurance number

When you start work you will need a National Insurance (NI) number. You do not need this number to start work but you must apply as soon as you receive the offer of a job. You will need to make an appointment with the Jobcentre Plus by telephoning the central number 0800 141 2075 / 2438.

Look out for NI registration events which may take place in the Global Room.

Details on the Gov.UK website:
gov.uk/apply-national-insurance-number

The new Post Study Work (Graduate Route) Visa

The new immigration route will allow eligible students at higher education providers, studying any subject, to work for two years after completing their course, three years for PhD students.

The key features of the route are:

- It will be open to international students who have successfully completed a course of study at undergraduate (RQF 6) level or above at a Higher Education Provider with a track record of compliance, and who have a valid and extant student visa at the time of application;
- The application process will be simple. There will be an application fee and applicants will pay the Immigration Health Surcharge;
- Individuals will be able to work, or look for work in any sector, at any level;
- Individuals will be able to switch into the skilled work route if they meet the requirements.

For further details please view our Guide here:
dundee.ac.uk/guides/graduate-visa

For other work routes see UKCISA guidance:
ukcisa.org.uk/information--advice/working/working-after-studies

For visa advice contact:
internationalsupport@dundee.ac.uk

Careers Service

The Careers Service offers a wide range of services to help all international students in exploring their options and creating their career plans. Our sector leading Careers Team is here to help you as you prepare for your future in the UK or back home.

Get in touch with the Careers Service at any stage of your degree to:

- Get advice on where to search for jobs and work experience opportunities. See **dundee.ac.uk/careers/jobs** to access our JobShop and start searching today

- Get constructive feedback on your CV and other recruitment documents, such as application forms and personal statements for postgraduate courses

- Meet employers and build your skills through attending a range of workshops, webinars and events. See **dundee.ac.uk/careers/events** to book your free place

- Learn how to use our free extensive online resources to get insights from graduate employers: **dundee.ac.uk/careers/employability-skills-guides**

Interested? Use our online portal to contact the Careers Team. We can review documents online and meet with you for personalised career coaching via a bookable appointment: **dundee.ac.uk/careers/ask-careers-adviser**

We are looking forward to welcoming you in the Careers Service soon.

Dundee Plus

Dundee Plus is a personal skills development programme which gives you recognition for the skills you develop while at university. It recognises and adds value to the activities you engage with outside your degree, like part-time work, volunteering, being a member of a sports club or student society.

The programme helps you to:

- Reflect on and develop key transferable skills UK employers are looking for
- Gain recognition for your involvement in extra-curricular activities
- Confidently communicate your skills and achievements

There is variety of awards within Dundee Plus for you to choose from, including the Global Plus and Business Plus awards.

Visit **dundee.ac.uk/careers/dundee-plus** for more details about all of them and for instructions on how to apply.

Centre for Entrepreneurship – nurturing entrepreneurial potential

The Centre for Entrepreneurship (CfE) is a 21st century public-access entrepreneurial facility located on campus. The CfE is available to help those that are thinking about starting a business but that is not the only mission – an important part of the remit at the University is to embed the key enterprise skills and thinking that the world's top entrepreneurs are renowned for into our students, staff and graduates.

For international students, the CfE also provides an opportunity to develop a business idea, by endorsing and supporting them through the Tier 1 Startup visa to launch a business in the UK.

To achieve this mission, the Centre is assisted by local business experts to provide training, mentoring, inspirational talks and competitions with associated prize funding. With the annual Venture competition, with start-up funding awards for new business ideas, Entrepreneurship Week, the Enterprise Challenge, Masterclasses and access to some of the top business mentors available in the UK – there is something for everyone.

dundee.ac.uk/entrepreneurship

Helpful links

1

Prepare to join us

dundee.ac.uk/welcome

gov.uk/student-visa

ukcisa.org.uk/

dundee.ac.uk/guides/pay-your-tuition-fees-international

facebook.com/groups/DundeeInternationalOfferHolders2122

dundee.ac.uk/welcome/courses

dundee.ac.uk/accommodation/

email: residences@dundee.ac.uk

rightmove.co.uk lettingweb.com dundeestudenthomes.co.uk

visitscotland.com

dusa.co.uk/advice

which.co.uk/money/university-and-student-finance/student-budget-calculator

gov.scot/publications/coronavirus-covid-19-international-travel-quarantine/

gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england

dundee.ac.uk/guides/get-support-managed-quarantine-costs

dundee.ac.uk/guides/taxi-transfer-international-students

dundee.ac.uk/guides/moving-student-accommodation

dundee.ac.uk/guides/self-isolating-arrival

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On arrival in Dundee

dundee.ac.uk/welcome

dundee.ac.uk/guides/welcome-events-whole-university-community

dundee.ac.uk/welcome/coronavirus-information

scotland.police.uk/contact-us/overseas-visitor-registration-registering-with-the-police

dundee.ac.uk/welcome/courses

nhsinform.scot/scotlands-service-directory

dundee.ac.uk/guides/bank-accounts

dundee.ac.uk/guides/register-with-a-doctor

dundee.ac.uk/international-advice-service/guides

dundee.ac.uk/international-advice-service

dundeecity.gov.uk/sites/default/files/publications/eatdrinkshop.pdf

libguides.dundee.ac.uk/c.php?g=664589&p=4702856

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Student life

dundee.ac.uk/student-services/

dundee.ac.uk/international-advice-service
email: Internationalsupport@dundee.ac.uk

dundee.ac.uk/guides/graduate-visa

immigrationcompliance@dundee.ac.uk

dundee.ac.uk/student-services/compliance/

scotland.police.uk/advice-and-information/

study-uk.britishcouncil.org/sites/default/files/k071_03_studyuk_safety_first_a5_final_web.pdf

ukcisa.org.uk/Information--Advice/Studying--living-in-the-UK/Frauds-and-scams

actionfraud.police.uk/reporting-fraud-and-cyber-crime

dundee.ac.uk/academic-skills/
email: asc@dundee.ac.uk

dundee.ac.uk/study/english-international-students/

dundee.ac.uk/guides/discounts-on-computers-and-software

dundee.ac.uk/help4u/

dundee.ac.uk/library/

dundee.ac.uk/doctoral-academy

twitter.com/DundeeDA

libguides.dundee.ac.uk/livesmart

libguides.dundee.ac.uk/learnsmart

dundee.ac.uk/ise/

dusa.co.uk/get-involved/societies/a-z

facebook.com/sportsunion

dusa.co.uk/advice/

dundee.ac.uk/nursery

dundee.ac.uk/international-advice-service/guides

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Employability

dundee.ac.uk/international-advice-service/guides

ukcisa.org.uk/Information--Advice/Working/Student-work

internationalsupport@dundee.ac.uk

immigrationcompliance@dundee.ac.uk

gov.uk/national-minimum-wage

gov.uk/employment-contracts-and-conditions

gov.uk/apply-national-insurance-number

ukcisa.org.uk/information--advice/working/working-after-studies

dundee.ac.uk/careers/events

dundee.ac.uk/careers/jobs

dundee.ac.uk/careers/employability-skills-guides

dundee.ac.uk/careers/dundee-plus

dundee.ac.uk/careers/ask-careers-adviser

dundee.ac.uk/entrepreneurship

QUEEN'S HOTEL

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