



Information correct as at January 2023 but may be subject to change.





Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2023- 2024

CONTACT DETAILS:

Name	Title	Phone 	Email Address 
Dr Leanne Chung	Director and Academic Lead for International Exchange Cardiff Business School	+44 (0)2920 875250 Room S22 Aberconway building	ChungL1@cardiff.ac.uk
Natalie James	International Mobility Project Officer	+ 44 (0)2922 510 985 Opportunities Zone Room A07 Aberconway building	CARBS-Exchange@cardiff.ac.uk

Mailing Address: 	Cardiff Business School Aberconway Building Colum Drive Cardiff CF10 3EU Wales, United Kingdom
Fax: 	Business School +44 29 20 874419
Emergency Telephone Number	+44(0)29 208 74000
University websites:	<p>Cardiff University http://www.cardiff.ac.uk Cardiff Business School</p> <p>Cardiff Business School - Cardiff University</p> <p>International Office http://www.cardiff.ac.uk/about/our-profile/who-we-are/international Information for International Students http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students Student Life: http://www.cardiff.ac.uk/for/prospective/campus-life/cardiff-and-wales.html</p>

University Facts:

City Population:	362,756 approx.
Student Population:	23, 755 Undergraduates 8,505 Postgraduates 33,206 in Total

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2023- 2024

Number of international students:	Over 8,400
-----------------------------------	------------

Academic information:

Enrolment/Induction Week	<p>Induction Week Will Start: Monday 25 September 2023</p> <p>(Please see section below regarding Exchange student Arrival and Orientation)</p>
Academic Calendar:	<p>AUTUMN SEMESTER: Monday 2 October 2023 to Friday 26 January 2024 (including exam period)</p> <p>SPRING SEMESTER: Monday 29 January 2024 to Friday 14 June 2024 (including exam period)</p> <p>https://www.cardiff.ac.uk/public-information/corporate-information/semester-dates</p>
Student holidays:	<p>Christmas Recess: Monday 18 December 2023 to Sunday 7 January 2024</p> <p>Easter Recess: Monday 25 March 2024 to Sunday 14 April 2024</p>
Examination Period:	<p>Autumn exam period – Monday 15 January 2024 to Friday 26 January 2024</p> <p>Spring Exam Period - Monday 13 May 2024 to Friday 14 June 2024</p>
Resit Examination Period:	Monday 14 August 2023 to Friday 25 th August 2023
Application Procedure	<p>Exchange students must be nominated by their home university via email to CARBS-Exchange@cardiff.ac.uk</p> <p>Upon receipt of the student’s nomination, students will receive the information package by email.</p> <p>Students should complete an online application to be accepted at Cardiff University.</p> <p>Click the appropriate link:</p> <p>Autumn Only Exchange Students</p> <p>IPP login screen (cf.ac.uk)</p> <p>Spring Only Exchange Students</p> <p>IPP login screen (cf.ac.uk)</p> <p>Full Year Students Only</p> <p>IPP login screen (cf.ac.uk)</p>

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2023- 2024

Documents required for non-EU students only	Confirmation of enrolment at home university, Passport number, confirmation of IELTS score, letter to confirm return to home university after exchange year or semester and two reference letters
Nomination & Application Deadlines:	Autumn semester and full-year: Nomination: 15 th April 2023 Application 30 th April 2023 Spring semester: Nomination: 1st October 2023 Application 15th October 2023
Minimum English Requirement for Students Studying with a Tier 4 Visa	IELTS Overall Band Score: 6.0 with minimum: 5.0 in each sub-section TOEFL band 60 - 78 As the visa rules are very strict it is impossible (currently) to accept students who do not meet the minimum criteria. Details of other accepted English qualifications can be found here: https://www.cardiff.ac.uk/study/international/english-language-requirements/undergraduate
Pre-sessional English classes	Exchange students who have not reached IELTS 6.0 may apply for a pre-sessional English language course at Cardiff University (but this does not guarantee acceptance). A fee is payable. https://www.cardiff.ac.uk/study/international/english-language-programmes/pre-sessional-summer-courses Other private language schools in Cardiff also provide English classes during the summer.
Teaching methods:	Lectures, tutorials, seminars. There will be approximately 12 hours of lectures per week. There will also be tutorials and/or seminars.
Assessment methods:	Exams, assignments. Assessment takes a variety of forms. Usually there will be a combination of written exams and coursework. *****Please note that you will be required to attend all exams in person, there will be no alternative assessment methods*****
Pass mark:	The pass mark at Cardiff is 40%
Average credits that students take per academic year:	FULL YEAR OF STUDY: 120 UK credits. The normal course load would be 6 modules (of 20 credits each) ONE SEMESTER OF STUDY: 60 UK credits. The normal course load would be 6 modules (of 10 credits each) 1 UK credit = 0.5 ECTS

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2023- 2024

Academic Information	<p>It is preferable for incoming exchange students to study modules in Cardiff Business School relating to Business, Management, Economics, Finance and Accounting. It is also possible for exchange students to take modules which are listed in the Exchange Student Module Catalogue. They can usually also take modules in the Centre for Lifelong Learning, Levels 5 or Level 6 as required by the partnership agreement with your university. Usually, 10 Cardiff credits can be taken from outside the Business School per semester. You must take 60 Cardiff credits to be qualified as a full-time student, this is required by law for your full-time student visa status.</p>
Available modules	<p>The Business School modules available for exchange students will be available and emailed to all exchange students early May.</p> <p>Subject to approval by the offering schools, students may also choose to study modules taught by other schools of the University. The full listing can be found here</p> <p>Exchange students module guide - New students - Cardiff University</p>
Results:	<p>Cardiff Business School will provide transcripts for Autumn semester students after the official Exam Board meeting held in February and for full year and Spring semester students after the official Exam Board meeting at the end of July.</p> <p>Transcripts will be sent to the home university and to the individual student via email.</p>

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES 2022- 2023

Arrival and orientation:

Airport pick-up available:	<p>For students arriving in September there is free airport pick-up available. More information on coach collection service and booking forms can be found at:</p> <p>Coach collection service - New students - Cardiff University</p>
Orientation Programme Dates:	<p>An induction meeting for Exchange students at Cardiff Business School will be provided during enrolment week, starting September 25th 2023. Attendance at the Business School induction meeting is compulsory.</p> <p>The central Cardiff International Office organizes a detailed and varied induction programme. Activities start on September 25th. Attendance is voluntary and details may be seen at:</p> <p>https://www.cardiff.ac.uk/study/international/study-abroad/arrival-and-orientation</p> <p>You can also read our useful guide for incoming students below:</p> <p>Guide for Incoming Exchange Students July2022.pdf - Google Drive</p>

Estimated expenses:

Total estimated expenses per month:	<p>A minimum of £10,442.36 for 9 months (2022/2023). These are minimum costs based on a single student living in University-owned self-catered accommodation. This estimate includes accommodation, daily subsistence, local travel, clothing, and study-related items.</p> <p>http://www.cardiff.ac.uk/study/student-life/living-costs</p>
-------------------------------------	--

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2022- 2023

Student support and services:

<p>University services available to exchange students:</p>	<p>There is a wide range of services at Cardiff University for all students. Some of them include: Students Union, Student Advisory Service, Student Counseling Service, the Disability Dyslexia Resource Centre, Sports facilities, libraries, student societies, International Development.</p>
<p>Library / internet facilities on campus:</p>	<p>Our 18 library sites are conveniently located close to the academic schools they support and offer a wide range of information resources, as well as access to photocopying and IT facilities. Students will also have access to the University's high speed network upon enrolment.</p> <p>The Arts and Social Studies Library provides information services for Cardiff Business School. It has information resources in business, economics, and accounting etc. For more information on this library, contact details and location, visit: https://www.cardiff.ac.uk/libraries/locations-opening-hours/aberconway-library</p>
<p>Student associations / clubs / activities:</p>	<p>There are many student societies and associations that are organised by the students and run within the Students' Union. Students are able to join new societies easily, as they are a great way to meet people. For more information, visit: http://www.cardiff.ac.uk/study/student-life/students-union/clubs-and-societies</p>
<p>Sport facilities on campus:</p>	<p>Sports facilities are available across campus and also at some of the Halls of Residences. There are many student sport societies. For information on Cardiff University sports facilities and services, visit: http://www.cardiff.ac.uk/study/student-life/sports</p>
<p>Food services on campus:</p>	<p>Halls of Residences at Cardiff range from fully catered, to part-catered, to self-catered. More information on the food service available in the Halls of Residences can be found at: http://www.cardiff.ac.uk/study/accommodation/residences</p> <p>There is also a range of cafes on campus, located mostly within academic schools where students can buy lunch and purchase snacks.</p>

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2022- 2023

Accommodation:

<p>University Residences</p>	<p><u>Accommodation</u></p> <p><u>Students studying at Cardiff for the full year:</u> If you are studying at Cardiff for the full academic year, you will receive an email inviting you to apply for Cardiff University Residences once your application has been processed.</p> <p>Information about Cardiff University halls of residence can be found here: Browse accommodation - Study - Cardiff University</p> <p><u>Students studying at Cardiff for one semester:</u> If you are studying at Cardiff for one semester only, Cardiff University cannot guarantee a place in one of our Residences. Information about Residences and how to apply will be sent out at a later date. While you wait for the outcome of your Residences application, we would encourage you to also apply for private accommodation.</p> <p>Link for further information on accommodation: https://www.cardiff.ac.uk/study/international/erasmus/accommodation</p>
<p>Other housing options</p>	<p><u>Private Accommodation:</u> Any incoming students looking for private accommodation please see this link for information: http://www.cardiffstudents.com/shops-services/letting-agency/</p> <p>For further advice and information on where to look for accommodation or for help with housing contracts, please see this link: http://www.cardiffstudents.com/advice/housing/</p> <p>The Global Opportunities Office will be available to help with any queries regarding finding private accommodation. They can be contacted on GO@cardiff.ac.uk</p>
<p>Accommodation fees</p>	<p>The accommodation costs compare very favorably with those of other UK universities. A National Union of Students survey found Cardiff University to charge some of the lowest fees in the UK.</p>

Information correct as at January 2023 but may be subject to change.



Cardiff Business School
Ysgol Busnes Caerdydd

CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2022- 2023

Healthcare:

Council Tax	<p>If you are studying at Cardiff Business School for less than 24 weeks, you will need to send Cardiff City Council a letter from your home university confirming that you are on a full time programme of study.</p> <p>You will also need a Council Tax letter from Cardiff University, confirming that your time studying here is part of a full time programme in your home country. You will need to manually request this letter from the University.</p> <p>More information can be found at the following website:</p> <p>https://www.cardiff.ac.uk/new-students/before-you-arrive/accommodation-and-moving-here/council-tax</p>
Medical Healthcare	<p>Exchange students studying in the UK for longer than six months are entitled to free medical healthcare under the NHS (National Health Service), which includes consulting a doctor/General Practitioner (GP) and most other GP services; the treatment in a hospital (both emergency and non-emergency treatment); and prescription medication. (Prescription medication is free in Wales but not throughout the UK). Please note that certain services (e.g.vaccinations, sickness notes) are chargeable.</p> <p>Exchange Students coming to Cardiff for less than six months are not entitled to free medical treatment and should take out health insurance.</p> <p>All exchange students <u>must register</u> with a GP (doctor) close to the university.</p> <p>More information on medical healthcare for exchange and international students can be foundat: Medical treatment - New students - Cardiff University</p> <p>NOTE: All exchange students are advised to have health and travel insurance cover.</p>

We very much value our relationship with our partners and we look forward to welcoming you to Cardiff.