



Information correct as at  
January 2021 but may be  
subject to change.





Cardiff Business School  
Ysgol Busnes Caerdydd

## CARDIFF BUSINESS SCHOOL FACT SHEET EXCHANGE PROGRAMMES FOR 2021 - 2022

### CONTACT DETAILS:

	Name	Phone 	Email Address 
Business School Exchange Office:	Dr Zhirong Ou Academic Lead for International Exchange Cardiff Business School	+44 (0)29 20 875190 Room B14	<a href="mailto:ouz@cardiff.ac.uk">ouz@cardiff.ac.uk</a>
Exchange Coordinators:	Nick Reid and Gwen Jones Cardiff Business School	+ 44 (0) 29 20 874557 + 44 (0) 29 20 875558 Opportunities Zone (A Corridor)	<a href="mailto:CARBS-Exchange@cardiff.ac.uk">CARBS-Exchange@cardiff.ac.uk</a>

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 website:	Cardiff University <a href="http://www.cardiff.ac.uk">http://www.cardiff.ac.uk</a> Cardiff Business School <a href="http://business.cardiff.ac.uk/">http://business.cardiff.ac.uk/</a> International Office <a href="http://www.cardiff.ac.uk/about/our-profile/who-we-are/international">http://www.cardiff.ac.uk/about/our-profile/who-we-are/international</a> Information for International Students <a href="http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students">http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students</a> Student Life: <a href="http://www.cardiff.ac.uk/for/prospective/campus-life/cardiff-and-wales.html">http://www.cardiff.ac.uk/for/prospective/campus-life/cardiff-and-wales.html</a>

### UNIVERSITY FACTS:

City Population:	362,756 approx.
Student Population:	23,960 Undergraduates 9,230 Postgraduates 33,190 in Total
Number of international students:	8,620

## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

#### ACADEMIC INFORMATION:

Enrolment/Induction Week	<p><b><u>Induction Week Will Start: Monday 27 September 2021</u></b></p> <p>(Please see section below regarding Exchange student Arrival and Orientation)</p>
Academic Calendar:	<p><b>AUTUMN SEMESTER:</b> Monday 4 October 2021 to Sunday 30 January 2022</p> <p><b>SPRING SEMESTER:</b> Monday 31 January 2022 to Friday 17 June 2022</p>
Student holidays:	<p><i>Christmas Recess:</i> Saturday 18 December 2021 to Sunday 9 January 2022</p> <p><i>Easter Recess:</i> Saturday 1 April 2022 to Sunday 24 April 2022</p>
Examination Period:	<p>Autumn exam period – Monday 17 January 2022 to Friday 28 January 2022</p> <p>Spring Exam Period - Monday 16 May 2022 to Friday 17 June 2022</p>
Resit Examination Period:	Monday 15 August 2022 to Friday 26 August 2022
Application Procedure	<p>Click the appropriate link:</p> <p><a href="#"><u>Autumn Only Exchange Students</u></a></p> <p><a href="#"><u>Spring Only Exchange Students</u></a></p> <p><a href="#"><u>Full Year Students Only</u></a></p> <p><b>Exchange students must be nominated by their home university via email to <a href="mailto:CARBS-Exchange@cardiff.ac.uk"><u>CARBS-Exchange@cardiff.ac.uk</u></a></b></p>
Documents required for <b>non-EU students only</b>	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
Application Deadlines:	<p>Autumn semester: 30 June 2021</p> <p>Spring semester: 30 November 2021</p>
Minimum English Requirement for Students Studying with a Tier 4 Visa	<p>IELTS Overall Band Score: 6.5 with minimum: 5.5 in each sub-section</p> <p>As the visa rules are very strict it is impossible (currently) to accept students who do not meet the minimum criteria.</p> <p>Details of other accepted English qualifications can be found here: <a href="https://www.cardiff.ac.uk/study/international/english-language-requirements/undergraduate"><u>https://www.cardiff.ac.uk/study/international/english-language-requirements/undergraduate</u></a></p>
Pre-sessional English classes	<p>Exchange students who have not reached IELTS 6.5 may apply for a pre-sessional English language course at Cardiff University (but this does not guarantee acceptance). A fee is payable.</p> <p><a href="https://www.cardiff.ac.uk/study/international/english-language-programmes/pre-sessional-summer-courses"><u>https://www.cardiff.ac.uk/study/international/english-language-programmes/pre-sessional-summer-courses</u></a></p> <p>Other private language schools in Cardiff also provide English classes during the summer.</p>

## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

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.
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)
Academic Information	It is preferable for incoming exchange students to study modules in Cardiff Business School relating to Business, Economics, Finance etc. It is also possible for exchange students to take modules which are listed in the 'Exchange Student Module Catalogue' and the 'Free Standing module catalogue'. They can usually also take courses in the Centre for Lifelong Learning. Usually 40 credits can be taken from outside the Business School.
Module Descriptions	<p>Exchange students studying in Cardiff for one academic year may choose any Business School module from Year 2 (beginning BS2***) or Year 3 (beginning BS3***).</p> <p><b>It is not normally possible for students to study Year 1 modules (starting BS1***)</b></p> <p>For single semester students, the list of modules can be found on our website by selecting the appropriate tab:</p> <p><a href="http://www.cardiff.ac.uk/business-school/courses/undergraduate/accounting-and-finance">http://www.cardiff.ac.uk/business-school/courses/undergraduate/accounting-and-finance</a></p> <p><a href="http://www.cardiff.ac.uk/business-school/courses/undergraduate/business-management">http://www.cardiff.ac.uk/business-school/courses/undergraduate/business-management</a></p> <p><a href="http://www.cardiff.ac.uk/business-school/courses/undergraduate/economics">http://www.cardiff.ac.uk/business-school/courses/undergraduate/economics</a></p> <p>You will need to click into a specific degree programme to read through the various module descriptions then, when you have registered with us, you can access our Intranet and obtain Business School module descriptions using the link below:</p> <p><a href="https://intranet.cardiff.ac.uk/students/study/modules/all-modules">https://intranet.cardiff.ac.uk/students/study/modules/all-modules</a></p> <p>Or the Free Standing module selection using the link below:</p> <p><a href="https://intranet.cardiff.ac.uk/students/study/modules/free-standing-modules">https://intranet.cardiff.ac.uk/students/study/modules/free-standing-modules</a></p>

## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

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>
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#### 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><a href="http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students/travelling-to-cardiff/coach-collection-service">http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students/travelling-to-cardiff/coach-collection-service</a></p>
Orientation Programme Dates:	<p>An induction meeting for Exchange students at Cardiff Business School will be provided during enrolment week, starting <b>September 27th 2021</b>. Attendance at the Business School induction meeting is <b>compulsory</b>.</p> <p>The central Cardiff International Office organizes a detailed and varied induction programme. Activities start on September 27th. Attendance is <b>voluntary</b> and details may be seen at:</p> <p><a href="https://www.cardiff.ac.uk/study/international/study-abroad/arrival-and-orientation">https://www.cardiff.ac.uk/study/international/study-abroad/arrival-and-orientation</a></p> <p>Students attending Cardiff for one semester only will be invited to a house-hunting event organized by the Central International Office.</p> <p>You can also read our useful guide for incoming students below:</p> <p><a href="http://www.cardiff.ac.uk/_data/assets/pdf_file/0010/1408816/Cardiff-University-Guide-for-Incoming-Students-2018-19.pdf">http://www.cardiff.ac.uk/_data/assets/pdf_file/0010/1408816/Cardiff-University-Guide-for-Incoming-Students-2018-19.pdf</a></p>

#### ESTIMATED EXPENSES:

Total estimated expenses per month:	<p>A minimum of £1,005 per month or £9,315 for 9 months (2019 - 2020). 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><a href="http://www.cardiff.ac.uk/study/student-life/living-costs">http://www.cardiff.ac.uk/study/student-life/living-costs</a></p>
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## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

#### STUDENT SUPPORT & SERVICES:

University services available to exchange students:	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.
Library / internet facilities on campus:	<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 Aberconway 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: <a href="https://www.cardiff.ac.uk/libraries/locations-opening-hours/aberconway-library">https://www.cardiff.ac.uk/libraries/locations-opening-hours/aberconway-library</a></p>
Student associations / clubs / activities:	<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: <a href="http://www.cardiff.ac.uk/study/student-life/students-union/clubs-and-societies">http://www.cardiff.ac.uk/study/student-life/students-union/clubs-and-societies</a></p>
Sport facilities on campus:	<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: <a href="http://www.cardiff.ac.uk/study/student-life/sports">http://www.cardiff.ac.uk/study/student-life/sports</a></p>
Food services on campus:	<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: <a href="http://www.cardiff.ac.uk/study/accommodation/residences">http://www.cardiff.ac.uk/study/accommodation/residences</a></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>

## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

#### ACCOMMODATION:

University Residences	<p>The Residences Office hopes to be able to provide university residences to all exchange students who are studying at Cardiff University for the full academic year.</p> <p>There are a number of Halls of Residence and Student Houses to choose from, offering catered, part-catered and self-catered residences. Around 70% of residences are en-suite, which means that each study bedroom has its own bathroom. Standard residences have shared bathroom facilities, which are shared between 4 and 8 people. Self-catered residences have communal kitchen areas to prepare food.</p> <p>The Residences Office cannot guarantee “part session” (i.e. one semester only) students a place in University residences. Students coming for only one semester can still apply for a place in University residences, but it is advisable to also seek accommodation in the private sector. Students staying for the Autumn semester only can join the central international office “house hunting programme” in mid- September.</p> <p>More information on accommodation can be found at</p> <p><a href="http://www.cardiff.ac.uk/study/accommodation/undergraduates">http://www.cardiff.ac.uk/study/accommodation/undergraduates</a></p>
Other housing options	<p>There is also accommodation available in the private sector. However, some landlords may be reluctant to offer short-term tenancy agreements so it is important to research carefully. The Residences Office maintains regularly updated lists of flats and shared houses. The list is available from</p> <p><a href="https://www.cardiff.ac.uk/study/accommodation/postgraduates/private-sector">https://www.cardiff.ac.uk/study/accommodation/postgraduates/private-sector</a></p> <p>The Student Advisory Service can help students with any private accommodation concerns and can give advice on what to consider when thinking about renting private accommodation. It is recommended that students come to Cardiff before their period of study commences in order to look for suitable accommodation.</p>
Accommodation fees	<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>

## CARDIFF BUSINESS SCHOOL

### FACT SHEET

### EXCHANGE PROGRAMMES

### FOR 2021 - 2022

#### 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 Undergraduate Hub.</p> <p>More information can be found at the following website:</p> <p><a href="https://www.cardiff.ac.uk/new-students/before-you-arrive/accommodation-and-moving-here/council-tax">https://www.cardiff.ac.uk/new-students/before-you-arrive/accommodation-and-moving-here/council-tax</a></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 found at: <a href="http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students/medical-requirements">http://www.cardiff.ac.uk/new-students/before-you-arrive/international-students/medical-requirements</a></p> <p><b>NOTE:</b> 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.**