



The
University
Of
Sheffield.

Exchange Factsheet 2022-23

University name	The University of Sheffield
Erasmus+ code	UK SHEFFIE01

CONTACT DETAILS

Address	Global Opportunities The University of Sheffield Level 7, The Arts Tower Western Bank Sheffield S10 2TN UK
Phone	+44 (0) 114 222 1253/9871
General e-mail address	globalopps@sheffield.ac.uk
Website	www.sheffield.ac.uk/globalopps/inbound
Erasmus+ coordinator (Incoming/Outgoing/agreements)	Miss Fiona Dukalskis Email: f.dukalskis@sheffield.ac.uk
Administrative contact (Incoming/Outgoing)	Mrs Katherine Barrott Email: globalopps@sheffield.ac.uk
Departmental contacts	Each department has a departmental tutor for academic advice: www.sheffield.ac.uk/globalopps/departmental-contacts

EXCHANGE PROGRAMME INFORMATION

Semester dates	Autumn: 26/09/2022 - 04/02/2023 Spring: 06/02/2023 - 10/06/2023 Students arriving in the Autumn semester must arrive for Intro Week, when most registration tasks take place: 19/09/2022 - 24/09/2022 www.sheffield.ac.uk/about/dates/current-and-future-semester
Directory of Modules	A list modules which may be available to select from can be found in the Directory of Modules. Not all modules are open to exchange students, and some may have prerequisites for students to join. Full details of modules on offer are provided in the application form: www.sheffield.ac.uk/new-students/registration
Module restrictions	With the exception of students coming to Sheffield via a Modern Languages exchange agreement (those hosted by the School of Languages and Cultures), students can only choose modules from their host academic department in the application system.

	Students are expected to select 120 Sheffield credits (60 ECTS) for a full academic year or 60 Sheffield credits (30 ECTS) for one semester. Students will be able to view all available modules in their online application. www.sheffield.ac.uk/globalopps/inbound/apply/what
Grading system	www.sheffield.ac.uk/post-study-support/certificates-verification/transcripts/definitions
Orientation	Orientation is an optional additional period before the start of term, but highly recommended for students who want more time to settle in to Sheffield and life in the UK. Events are run by Global Campus to introduce students to Sheffield, offer advice on living in the UK, and introduce students to other international students. www.sheffield.ac.uk/new-students/orientation
English Language courses	Our English Language Teaching Centre (ELTC) offers modules to help students improve their English language skills whilst in Sheffield. Selected modules are credit bearing, designed for exchange students. www.sheffield.ac.uk/eltc/modules/erasmus-and-study-abroad
English Language requirements	All students studying at the University of Sheffield not from a majority English speaking country are required to provide evidence of their English language proficiency in their application. This includes students who will be studying for a single semester. Students will need to meet the departmental requirements. A list of departmental requirements, and links to lists of accepted qualifications can be found on our webpage: www.sheffield.ac.uk/globalopps/inbound/apply/entry-requirements
Nomination deadlines	Full Year and Autumn semester entry: 01 June 2022 Spring semester entry: 01 October 2022
Student application deadlines	Full Year and Autumn semester entry: 30 June 2022 Spring semester entry: 30 October 2022
Extending stay	If a student wishes to extend their Autumn semester to the full academic year, they must apply to Global Opportunities by email by 01 November, with permission from their home university. We will assess the current exchange balance and advise them if the extension has been approved. Extensions can't be granted by the host department. Students will be required to apply for a Student Visa if they wish to extend to a full academic year, and must ensure they understand the requirements for a new visa before applying to extend their stay.
Application process	1. Students to be nominated by their home university via our online form: we do not accept email nominations. Partners are asked to nominate students by the above deadlines to allow students time to submit their application. 2. If the nomination is in line with our exchange agreement, students receive a link to the online application form along with instructions on how to complete it. Students must provide

	an up to date copy of their transcript, translated in to English, and their English language qualification as part of their application. 3. Students can be issued with a Conditional offer if they do not fulfil all the requirements for a full offer. Once they have met the conditions of their Conditional offer, they will be issued with an Unconditional offer. 4. Once students have accepted their Unconditional offer, they receive an email confirmation containing their applicant number. The applicant number allows students to apply for University accommodation and complete pre-registration steps.
Housing information	Students can apply online for University owned accommodation once they have received their applicant number. University housing is only guaranteed for students studying in Sheffield for the full academic year. Students can also apply for private sector housing if they prefer. www.sheffield.ac.uk/accommodation Email: accommodationoffice@sheffield.ac.uk Tel: +44 114 222 4488
Visas	Students who require a visa to enter the UK can be supported by the International Student Support team. There is information about visas and requirements on our webpages: www.sheffield.ac.uk/new-students/immigration
Insurance	Students are required to obtain their own comprehensive insurance policy during their study in Sheffield. They may also need to arrange their own medical insurance, if they do not pay the NHS surcharge for their visa.
Students with disabilities	If a student has a severe disability we request that they self-identify their support requirements in their application so adjustments can be made as soon as possible for them. Our Disability & Dyslexia Support Service (DDSS) is a supportive service for all disabled students: www.sheffield.ac.uk/new-students/disability Students can also find academic skill support through 301: Academic Skills Centre: www.sheffield.ac.uk/ssid/301