

# UCL LAWS INCOMING EXCHANGE FACT SHEET

## CONTACT DETAILS



### Websites

- UCL<sup>1</sup> - General Information about UCL
- UCL Laws<sup>2</sup> - Specific details about the Laws Faculty at UCL
- UCL Study Abroad<sup>3</sup> - The UCL central Study Abroad team

### Team looking after Laws Exchange Programme

- **Team:** UG Laws
- **Address:** UCL Faculty of Laws, Bentham House (Room 301) 4-8 Endsleigh Gardens, London, WC1H 0EG
- **Phone:** +4420 3108 8300 (Open Monday – Friday 9:00 - 17:00 GMT)
- **Email:**

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<sup>1</sup><https://www.ucl.ac.uk/>

<sup>2</sup><https://www.laws.ucl.ac.uk/>

<sup>3</sup><https://www.ucl.ac.uk/prospective-students/international/study-abroad-and-exchange>

- [laws-admissions@ucl.ac.uk](mailto:laws-admissions@ucl.ac.uk)<sup>4</sup> - Please direct all queries on applications, acceptance and offers to this email address
- [ug-law@ucl.ac.uk](mailto:ug-law@ucl.ac.uk)<sup>5</sup> - Please direct any queries about the programme you will study on to this email address
- **Exchange Staff:**
  - **Admissions and International Programmes Team:**
    - Olivia Thompson<sup>6</sup> - Undergraduate Admissions and International Programmes Officer (on leave 2022-23)
    - Désirée Oesterbauer<sup>7</sup> - Undergraduate Admissions and International Programmes Officer
  - **Teaching and Learning Programmes Team:**
    - Jenny Austin<sup>8</sup> - Undergraduate Programmes Manager
    - Karin Charles<sup>9</sup> - Undergraduate Programmes Manager
    - Heather Gardiner - Programmes Officer
    - Sonia Hirji<sup>10</sup> - Programmes Administrator
    - Alex Vann - Programmes Administrator
- **Vice Dean (International):**
  - Dr Gracia Marin Duran<sup>11</sup>
- **Vice-Dean (Education) & Faculty Tutor:**
  - Professor Olga Thomas<sup>12</sup>
- **Director of Undergraduate Programmes:**
  - Ms Karen Scott<sup>13</sup>

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<sup>4</sup><mailto:laws-admissions@ucl.ac.uk>

<sup>5</sup><mailto:ug-law@ucl.ac.uk>

<sup>6</sup><https://www.ucl.ac.uk/laws/people/professional-services/olivia-thompson>

<sup>7</sup><https://www.ucl.ac.uk/laws/people/professional-services/desiree-oesterbauer>

<sup>8</sup><https://www.ucl.ac.uk/laws/node/4411>

<sup>9</sup><https://www.ucl.ac.uk/laws/people/professional-services/karin-charles>

<sup>10</sup><https://www.ucl.ac.uk/laws/node/4491>

<sup>11</sup><https://www.ucl.ac.uk/laws/people/dr-kimberley-trapp>

<sup>12</sup><https://www.ucl.ac.uk/laws/professor-olga-thomas>

<sup>13</sup><https://www.ucl.ac.uk/laws/node/4543>

## DATES AND TERMS



### Semester Outline

UCL Laws operate on a two semester exchange programme only.

### Term dates (provisional)

- **Term 1:** Monday 25 September 2023 to Friday 15 December 2023
- **Term 2:** Monday 8 January 2024 to Friday 22 March 2024
- **Term 3 (Exams):** Monday 22 April 2024 to Friday 7 June 2024

Students are expected to be in attendance for the whole of each term including term 3.

Reading Weeks will be as follows:

- 6th - 12th November 2023
- 12th -18th February 2024

These are weeks set aside for you to complete your research and your written assignments. You do not need to be in the university that week and may return to your home countries if feasible.

### Orientation/Induction

International Student Orientation Programme (ISOP)<sup>14</sup>

This is run by the UCL central Study Abroad Team will take place during the week prior to the start of term. Details will be posted online and sent to you via email prior to the summer. As part of this induction you will meet with other exchange students studying at UCL and will also have a chance to meet the UCL Laws team. Due to social distancing restrictions, this may take place online, this will be confirmed later in the year.

### Laws' Connections

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<sup>14</sup><http://www.ucl.ac.uk/iss/orientation>

Alongside new LLB students, all incoming study abroad (affiliate) students follow our two-week induction programme, entitled *Laws' Connections: Legal Doctrine and Contemporary Challenges*. This programme begins on 25th September 2023. The induction programme consists of 'Introduction to the Study of Law' lectures, alongside practical work on a case study example. Incoming affiliate students will be sent information in the summer before arrival with access to the induction resources and compulsory pre-reading.

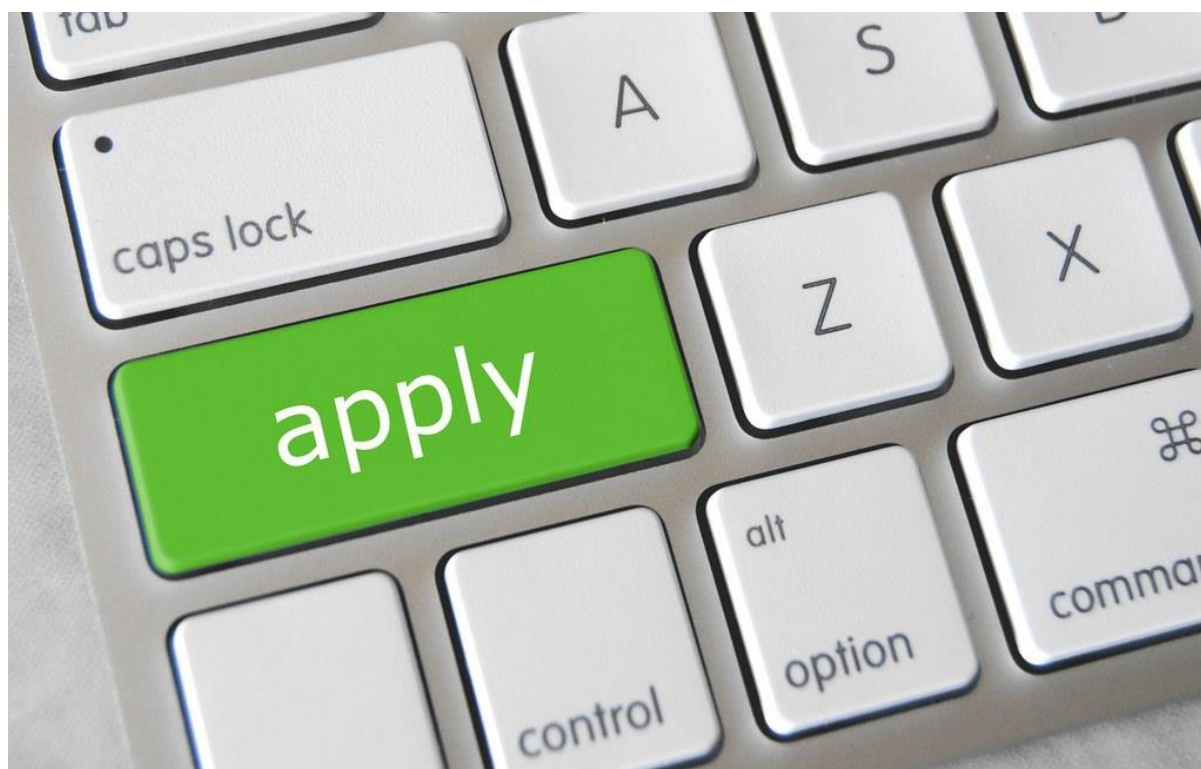
### **UCL Law Society<sup>15</sup> & Freshers Fortnight**

The UCL Law Society will invite you to participate in the Freshers Fortnight activities, with the new first year LLB students, during the first two weeks of Term 1. They also run a programme of events throughout the year.

### [Academic Calendar](#)

You can view the UCL Academic Calendar<sup>16</sup> online to see further details regarding term times and holidays.

## [APPLICATIONS](#)



[How and when to apply as an Erasmus or Exchange student](#)

[How to apply](#)

You will need to apply for your year at UCL using the online application Portal. Please note that this is a formal process that will need to be completed in order to set you up on the UCL systems.

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<sup>15</sup><https://ucllawsoc.com/>

<sup>16</sup><https://www.ucl.ac.uk/students/life-ucl/term-dates-and-closures/provisional-term-dates-and-closures-2023-24>

Providing your home institute has nominated you to the UCL Faculty of Laws, you will receive an offer from UCL for the year of study.

Once you have completed the application online, the admissions team at UCL Laws will cross check this with the list provided by your home institution to ensure that you have been nominated.

Application guidance and portal can be found via the following links:

- Application Portal<sup>17</sup>
- Application Guidance<sup>18</sup>

During the online application stage you will be asked to submit your module choices. Please note that these will not be your official module choices. You will be contacted by the Laws Faculty with more information about the module options and to confirm your selections in April/May.

For more information about your application please see the UCL Study Abroad and Erasmus page<sup>19</sup>:

Please click on Erasmus <sup>20</sup>if you are from our partners in:

- France
- Germany
- Spain

Please click on Exchange <sup>21</sup>if you are from our partners in:

- Australia
- Hong Kong
- Singapore

## Deadlines

### Application:

- March 31st 2023

### Accommodation:

- June 10th 2023 (please note this is a rigid deadline and applications made after this date may not receive an offer of accommodation).
- In order to apply for accommodation you must have received an offer to study and accepted it.

## English Language Requirements

For the 2023/24 academic year we will continue to accept students whose language ability has been assessed by their home institution as being a suitable level to study at UCL.

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<sup>17</sup><https://www.ucl.ac.uk/prospective-students/study-abroad-at-ucl/how-apply>

<sup>18</sup>[https://www.ucl.ac.uk/prospective-students/study-abroad-at-ucl/sites/prospective-students\\_study-abroad-at-ucl/files/application-form-guide\\_ucl\\_july\\_2020.pdf](https://www.ucl.ac.uk/prospective-students/study-abroad-at-ucl/sites/prospective-students_study-abroad-at-ucl/files/application-form-guide_ucl_july_2020.pdf)

<sup>19</sup><http://www.ucl.ac.uk/prospective-students/international/affiliate>

<sup>20</sup><http://www.ucl.ac.uk/prospective-students/international/affiliate/erasmus/>

<sup>21</sup><http://www.ucl.ac.uk/prospective-students/international/affiliate/exchange/>

Please note that if you will require a visa to study in the UK you will also need to meet the English language requirements for the UKVI. Students on an **Erasmus** programme will need to achieve the equivalent to CEFR level B2.

**International** students applying from Hong Kong are required to achieve the equivalent of UCL's **Level 2** English requirements. Some of the most common English language qualifications that students obtain are listed below.

For further details on our English language requirements please have a look at our website here<sup>22</sup>.

**English language tests accepted by UCL, obtained no more than two years prior to the proposed date of enrolment:**

- **British Council International Language Testing System (IELTS Academic Version)**
  - CEFR B2: Overall grade of 5.5 and 5.5 in each of the four skills
  - Level 2: Overall score of 7.0 and a minimum of 6.5 in each component
- **Test of English as a Foreign Language (TOEFL)**
  - CEFR B2: Overall score of 72, 18/30 in reading, 17/30 in listening and writing, 20/30 in speaking
  - Level 2: Overall score of 96 with 24/30 in reading and writing and 22/30 in speaking and listening
- **GCSE/IGCSE**
  - Level 2: Pass at grade C or 5

**School leaving qualification containing English, which UCL considers to meet the CEFR B2 level in all four skills, completed no more than the summer two years prior to the proposed date of enrolment:**

- **France:** Baccalaureat General or Option International du Baccalaureat with 13 (assez bien) in English, where the co-efficient applied to the subject is greater than 1.
- **European Baccalaureate:** 8 in English as either an Obligatory Subject (Language I or II) or as a Full Option (Language III or IV).
- **International Baccalaureate:** IB English Language and/or Literature A grade 4 (HL or SL), IB English Language B either grade 4 at HL or grade 5 at SL.
- **Belgium:** Diploma van Secundair or the Certificat d'Enseignement Secondaire Superieur, with the equivalent of 8/80%/grote onderscheiding/avec grande distinction in English.
- **Switzerland:** Maturitatzzeugnis/Certificat de Maturite/Attestato de Maturita federal maturity certificate or the federally-recognised cantonal maturity certificate with 5 (gut/bien/bene) in English.

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<sup>22</sup><https://www.ucl.ac.uk/prospective-students/study-abroad-at-ucl/how-apply/english-language-requirements>



- **Germany:** Abitur with 12 (gut) in English when taken at LK/Advanced level.

## PROGRAMME AND MODULE INFORMATION



### Modules

All affiliate students are required to take all of their modules within the Faculty of Laws – each option is worth 15 ECTS and therefore a full load will be 60 ECTS.

An Optional Module Booklet will be made available to all affiliate students in spring 2023 with guidance on making your module choices.

All module choices will be confirmed to you during August along with reading lists etc. Please note that not all modules are open to affiliate students.

### Teaching

All courses will have a weekly two hour lecture or seminar for all students enrolled on that module. In addition you will be allocated a tutorial group (approx. 10 students in size) for each module which will take place for one hour fortnightly. For smaller classes the tutorial/lecture will be replaced by seminar teaching. You will be required to undertake self study and preparation for each tutorial. Attendance at tutorials is compulsory and will be monitored.

### Academic Mentor

Each student will be allocated an academic mentor with whom they can meet regularly on a 1:1 or group basis who can help them with matters of an academic support nature.

In addition for each module the students will have a subject tutor who can provide support for that particular module.

For matters of a pastoral nature or disciplinary matters then students may be referred to the Undergraduate Programme Director or Faculty Tutor

## Method of Assessment (examinations etc.)

Assessment methods vary from module to module but this information will all be included in the Optional Module Booklet that you will be sent in spring 2023.

All courses will be assessed during Term 3 either by written examination, coursework or a combination. The Exam Timetable will be made available towards the end of term 2.

Each module involves two formative essays, one per term. Please note that these results will not count towards your final grades but result in feedback from your tutors that can assist you when it comes to your summative assessments.

## Results

Affiliate students will be able to access their results on Portico (the student portal) shortly after the Faculty Board of Examiners meeting in June/July 2024.

Each of our partner institutions will also receive the marks for their own students by email shortly afterwards.

All affiliate students will receive a Faculty Record of Study during July, and once the provisional marks have been validated via central UCL Student Records, an official transcript will be issued direct to the student's home institution. This will be sent at the end of August.

Extra copies of this transcript can be ordered by students through the Transcript Shop<sup>23</sup> at UCL (please note that there is a fee incurred for additional copies requested).

## Resit Assessments

Students who fail a module are able to retake the examination or resubmit any relevant coursework as a second attempt (mark capped at the pass mark of 40%) during the Late Summer Assessment Period.

Late Summer Assessments will be organised in August/September 2024, with specific dates to be confirmed.

Affiliate students who have failed a module will be automatically entered for these examinations but should inform the UG Office if they do not plan to take the resit exam.

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<sup>23</sup><https://www.ucl.ac.uk/students/exams-and-assessments/results/transcripts>



## ACCOMMODATION, FEES AND VISAS



### Accommodation

Accommodation will be organised by the UCL central Accommodation Office<sup>24</sup>.

In order to apply for accommodation you must have received an offer to study and accepted it.

### Fees

Information on fees for your studies at UCL can be found via the UCL Fee Schedule.<sup>25</sup>

Tuition fees are payable by all study abroad students, unless you are attending UCL via reciprocal exchange.

### Visas

If you know that you will need a student visa or are unsure then further information can be found via the Immigration Team <sup>26</sup>at UCL.

It is important you apply for a visa in plenty of time to ensure you can arrive for the start of term 1.

### EU/EEA Nationals

The UK has left the European Union, the transition period ended on 31 December 2020. As a result of Brexit, you will need a visa to study in the UK unless you are covered by the citizens' rights provisions of the EU Withdrawal Agreement. Please visit our Brexit FAQ<sup>27</sup> page for the latest guidance.

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<sup>24</sup><http://www.ucl.ac.uk/prospective-students/accommodation>

<sup>25</sup><https://www.ucl.ac.uk/students/fees-and-funding/pay-your-fees/fee-schedules/2021-2022/undergraduate-affiliate-fees-2021-2022>

<sup>26</sup><http://www.ucl.ac.uk/iss/immigration-visa>

<sup>27</sup><https://www.ucl.ac.uk/brexit/support-ucl-community/faqs-students>

We look forward to meeting you in September!

