

GUIDANCE FOR INTERNATIONAL STUDENTS  
2017/18

# Sussex pre-arrival guide



**US**  
UNIVERSITY  
OF SUSSEX



You will find lots of useful information within this booklet as well as links where you can find more guidance and advice online.

Use the timeline at the front of this guide (pages 4 and 5) to help you plan all the things you need to do in the next few months.



# Welcome

We are delighted that you have chosen to study at the University of Sussex and congratulations on getting a place.

We are looking forward to meeting you soon.

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INTERNATIONAL STUDENT SUPPORT

**[www.sussex.ac.uk/internationalsupport](http://www.sussex.ac.uk/internationalsupport)**

**on Facebook:**

InternationalStudentSupportUniversityofSussex

**on Twitter:**

@USIntStudentSup

## PREPARING FOR SUSSEX

### FEBRUARY – JULY

#### Arrange your accommodation in the UK

See page 12



### BY 31 AUGUST

Make sure you send us your results by 31 August



MAY

JUNE

JULY

AUGUST



#### MAY ONWARDS

##### Check if you need to apply for a visa

Do you have sufficient funds?

See page 6



#### JUNE ONWARDS

Book your free place on one of our Heathrow to Sussex coaches

[www.sussex.ac.uk/students/induction/travel/meetandgreet-service/coaches](http://www.sussex.ac.uk/students/induction/travel/meetandgreet-service/coaches)

#### JUNE

Expect to receive your CAS (Confirmation of Acceptance for Study) if applying for a Tier 4 visa

You can then apply from up to three months before your course start date.

#### JULY – AUGUST

##### Arrange travel and health insurance

See pages 10 and 16



Organise your finances, start planning your budget and buy some currency (£ Sterling)

See pages 8 and 9



##### Open a UK bank account

Some banks allow you to start applying online before you arrive.

See page 9



#### Prepare yourself for studying in the UK

Take a look at our overview of UK academic culture ([www.sussex.ac.uk/international-support/study](http://www.sussex.ac.uk/international-support/study)) as well as the Prepare for Success website ([www.prepareforsuccess.org.uk](http://www.prepareforsuccess.org.uk)).

## PREPARING FOR SUSSEX



### Pre-arrival tips

Take a look at the Sussex induction webpages for more pre-arrival tips and to get a sense of what you might need to do once you arrive. [www.sussex.ac.uk/students/induction](http://www.sussex.ac.uk/students/induction)

SEPTEMBER

### SEPTEMBER

#### Register online through Sussex Direct

Your registration details will be emailed to you.

#### Arrange to pay your fees

You can pay for fees, accommodation or set up a University payment plan online on our Sussex Direct site, or by calling Student Accounts on **+44 (0)1273 673276**.

(If you pay your fees before you arrive, this makes the registration process easier. You can choose to pay in instalments or in full.)



#### Download the Sussex Mobile App

[www.sussex.ac.uk/its/services/informationandsupport/helpdesk/sussexmobile](http://www.sussex.ac.uk/its/services/informationandsupport/helpdesk/sussexmobile)

Use your Sussex registration username and password.

You can use the app to access your class timetable (once it becomes available) and your Sussex email account. You'll find lots of other useful information including event listings and campus maps.

#### Start packing your bags!

See pages 16 and 18 for information on what you will need to bring with you.

MAIN  
ARRIVALS  
WEEKEND

16-17  
SEPTEMBER  
2017

### Are you planning on arriving after 17 September?

If you think you might arrive later than 16-17 September and have University-managed accommodation, you must inform the Housing Services team of the date you expect to arrive so that you don't lose your accommodation: email [housing@sussex.ac.uk](mailto:housing@sussex.ac.uk)



If you are travelling to the UK outside of the main arrival weekend and / or are arriving via anywhere other than Heathrow airport, then start planning your journey to Sussex using the information available on our webpages: [www.sussex.ac.uk/internationalsupport/arrival](http://www.sussex.ac.uk/internationalsupport/arrival)

### LATE REGISTRATION

If you think that you won't be able to complete in-person registration before the end of September you must also inform your relevant admissions office:

Undergraduate students:

[ug.applicants@sussex.ac.uk](mailto:ug.applicants@sussex.ac.uk)

Postgraduate taught students:

[pg.applicants@sussex.ac.uk](mailto:pg.applicants@sussex.ac.uk)

Research students:

[researchstudentoffice@sussex.ac.uk](mailto:researchstudentoffice@sussex.ac.uk)

Visiting or exchange students:

[sussexabroad@sussex.ac.uk](mailto:sussexabroad@sussex.ac.uk)



# Do I need to apply for a visa?

## I AM A EUROPEAN STUDENT

If you are a European Economic Area (EEA) or Swiss national and have been accepted onto a course, you do not need to apply for a visa. Make sure you have a valid passport or national identity card before you enter the UK. You are entitled to enter the UK freely and have an automatic right of residence for up to three months. After three months, you must be in the UK exercising a right to reside. You have a right to reside temporarily (for the duration of your course) as long as you:

- enrol at Sussex
- meet the requirements for comprehensive sickness insurance (CSI) by having a European health insurance card (EHIC). You must get the EHIC before you leave your country of residence.

If you can't get an EHIC or if your stay in the UK will be permanent, you must buy separate insurance.

Check the latest information on your right to reside in the UK before you travel.

## I AM AN INTERNATIONAL (NON-EU) STUDENT

The type of visa you need will depend on your course, where you are from and the length of your course. You may need to apply for a Tier 4 visa or a short-term study visa. Download our guide to completing the Tier 4 application online form (see web link below). Make sure you check the financial requirements that you will need to meet before applying. Incorrect financial documents is the most common reason for a visa refusal.

If you cannot find the help you need online you can contact our team of specialist immigration advisers. Email: [immigration@sussex.ac.uk](mailto:immigration@sussex.ac.uk)

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## FIND OUT MORE

### **For European students**

<https://www.gov.uk/eu-eea>

[www.sussex.ac.uk/brexit](http://www.sussex.ac.uk/brexit)

### **For international (non-EU) students**

[www.sussex.ac.uk/study/international-students/visas-immigration](http://www.sussex.ac.uk/study/international-students/visas-immigration)

APPLYING FOR A VISA



# Budgeting for life in the UK

Ensure you have sufficient funds for the duration of your study before you leave your home country. You will need to have enough money to cover your tuition fees, accommodation and living expenses.

For an estimate of the expenses you can expect based on a single self-supporting student (with no children) we recommend you budget for at least £161.98–£236.15 per week.

**Top tip!** See the 'Living expenses' and 'Budget planning' sections of our webpages for more details about the typical expenses which you should budget for, and tips on budget planning.

The **Student Life Centre** at Sussex offers a 1:1 budget planning service. See their webpages for Sussex Top Money Tips and Budget Travel Advice.

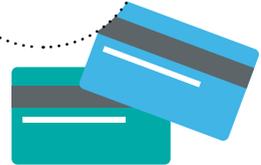


BUDGET  
FOR LIVING  
EXPENSES

£161.98–£236.15  
per week

Use the  
**international  
student calculator**  
to work out how  
much you need to  
study and live in  
the UK.

You can pay  
your tuition fees  
by debit or credit  
card on a termly  
instalment plan.



### PROOF OF FUNDS

If you require a visa to study in the UK, you will need to show you have enough money to meet the maintenance requirements set by UK Visas and Immigration. Note that actual living costs are likely to be higher than this amount.

### PAYING YOUR TUITION FEES

If you are starting a course in the autumn term, you can pay tuition fees (and University-owned accommodation charges if you have them) either in full by credit or debit card, or alternatively you can set up a termly credit or debit card instalment payment plan. There is also a Travelex payment option. If none of these payment methods suit you, you should contact **Student Accounts**.

**Top tip!** European Union students can currently apply to **Student Finance England** to see if they qualify for a tuition fee loan. For more information visit: [www.gov.uk/student-finance](http://www.gov.uk/student-finance)

### GRANTS AND SCHOLARSHIPS

Find out about grants and scholarships which are available from the University of Sussex and other organisations in the UK or overseas. You could also contact the local British Council or the education department of your own government for information on financial aid.

### OPEN A UK BANK ACCOUNT

Plan to open a UK bank account if your course is for six months or more as this will help you to manage your money. International Student Support has some useful information on which banks offer accounts to international students, as well as top tips for ensuring that you can open an account quickly. See the '**Opening a UK bank account**' section of our webpages.

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### FIND OUT MORE

#### **Living expenses and budget planning**

[www.sussex.ac.uk/study/undergraduate/fees-and-scholarships/living-costs-budget](http://www.sussex.ac.uk/study/undergraduate/fees-and-scholarships/living-costs-budget)

[www.sussex.ac.uk/internationalsupport/livingintheuk/feesandfinances](http://www.sussex.ac.uk/internationalsupport/livingintheuk/feesandfinances)

#### **International student calculator**

<https://international.studentcalculator.org>

#### **Student Life Centre**

[www.sussex.ac.uk/studentlifecentre/funding](http://www.sussex.ac.uk/studentlifecentre/funding)

#### **Proof of funds required for visa holders**

[www.sussex.ac.uk/study/international-students/visas-immigration/tier-4-student-visa](http://www.sussex.ac.uk/study/international-students/visas-immigration/tier-4-student-visa)

#### **Grants and scholarships**

[www.sussex.ac.uk/funding](http://www.sussex.ac.uk/funding)

#### **Opening a UK bank account**

[www.sussex.ac.uk/internationalsupport/money](http://www.sussex.ac.uk/internationalsupport/money)

#### **Student Accounts**

<http://www.sussex.ac.uk/finance/services/feesandincome/studentaccounts>

# Health and insurance

## ARRANGING HEALTHCARE

As a student in the UK you may qualify for free NHS (National Health Service) treatment – see our **'Health and welfare'** webpages. If you don't qualify you will need to have private medical insurance.

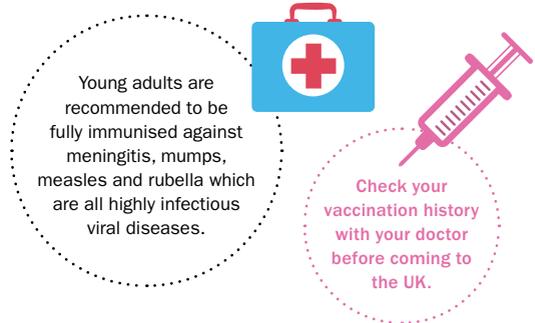
If you already have medical insurance in your home country, check whether you can extend it to cover your stay in the UK.

**Important!** Apply for a European Health Insurance Card (EHIC) if you are a European Economic Area national. **You must obtain this card before you leave your country of residence.**

## GET ANY IMMUNISATIONS YOU MAY NEED

If you are applying for a visa there may be requirements for you to have any medical checks or vaccinations before you leave home:

**<https://www.gov.uk/tb-test-visa/overview>**



## GET TRAVEL INSURANCE

See page 16 for more information.

## FIND OUT MORE

### Health and welfare

[www.sussex.ac.uk/internationalsupport/livingintheuk/health](http://www.sussex.ac.uk/internationalsupport/livingintheuk/health)

### European Health Insurance Card (EHIC)

<https://www.ukcisa.org.uk/Information-Advice/EEA-Swiss-Students/Medical-treatment>



# Where do you want to live?

If you are guaranteed University-managed accommodation, you can apply to live on or off campus in University-managed residences and housing.

## UNIVERSITY-OWNED ACCOMMODATION

To find out if you are guaranteed University-managed accommodation please see the 'Accommodation guarantee' section of the **Housing Services webpages**. **If you meet the criteria and wish to apply, then the application deadline is 1 August.**

If you are guaranteed a place you will receive your housing offer email between July and September. This email also contains your residence guide, tenancy agreement and start date.

**Top tip! Join your residence's Facebook group** – it's a great way to meet your neighbours before you arrive. You'll be sent a link to your group when you receive your housing offer.

## PRIVATE SECTOR ACCOMMODATION

**Housing Services** have lots of useful information on their webpages and can answer any questions you may have via email: **housing@sussex.ac.uk**



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## FIND OUT MORE

### **Housing Services**

[www.sussex.ac.uk/study/accommodation](http://www.sussex.ac.uk/study/accommodation)

### **How to apply for university-owned accommodation**

[www.sussex.ac.uk/study/accommodation/apply](http://www.sussex.ac.uk/study/accommodation/apply)

### **Privately rented accommodation**

[www.sussex.ac.uk/study/accommodation/off-campus/privately-rented](http://www.sussex.ac.uk/study/accommodation/off-campus/privately-rented)

# Bringing your family to Sussex

## IMMIGRATION

If you would like to bring family members with you to the UK then you must check whether or not you are eligible to do so, and this will depend on the length of your course and level of study. In order for them to qualify you must be in one of the following situations:

- be taking a postgraduate course which lasts 12 months or more, **OR**
- be a government-sponsored student taking a course which is over six months long.

If you do not meet any of the above requirements and are already in the UK with Tier 4 or pre-Tier 4 student leave, please contact us at [immigration@sussex.ac.uk](mailto:immigration@sussex.ac.uk) for further advice.

## ACCOMMODATION

The Housing Services team have 60 one-bedroom family flats, most of which are on campus, and which are suitable for up to two adults and one child. Availability is not guaranteed due to high demand.

## FINANCES AND CHILDCARE

If you intend to bring your partner and children with you, you will need to prove to the immigration authorities that you have sufficient money to house and maintain them without recourse to public funds (such as welfare benefits) as you will not be entitled to receive these.



## FIND OUT MORE

### **Nursery and pre-school on campus**

[www.sussex.ac.uk/childcare](http://www.sussex.ac.uk/childcare)

### **Family accommodation on campus, other housing options, and further information on childcare and costs**

[www.sussex.ac.uk/internationalsupport/families](http://www.sussex.ac.uk/internationalsupport/families)

“Sussex is a wonderful place to make friends and, ...if anyone is struggling to make one by themselves, the Buddy Scheme is a direct way to help find company.”

GRACY ZHANG  
BA MEDIA AND COMMUNICATIONS



## STUDENTS' UNION BUDDY SCHEME

Join the Buddy Scheme to be put in contact with a current Sussex student who will help you settle into life at Sussex.

FIND OUT MORE  
[www.buddyscheme.com](http://www.buddyscheme.com)



Meet other new Sussex international students via our Facebook groups:

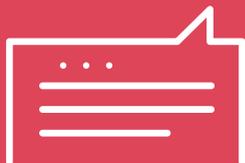
[www.facebook.com/  
groups/  
715750158604836](http://www.facebook.com/groups/715750158604836)



If you are based in China you can join the University's WeChat – Chinese version.

**Our ID is UniOfSussex**

You can sign up to the Buddy Scheme prior to arrival and you may be able to communicate with your Buddy while you are still at home.



Look at the University's International Student Support Facebook page for the latest news and information:

[www.facebook.com/  
InternationalStudentSupport  
UniversityOfSussex](http://www.facebook.com/InternationalStudentSupportUniversityOfSussex)



Follow us on Twitter:

**@USIntStudentSup**

# What should I bring with me?

**Top tip! Only pack what you can carry.** Brighton has many great shops – with prices to suit every budget – you can pick up additional items once you arrive.

If you are using our free coach service from Heathrow airport, please adhere to the luggage restrictions for this service in your confirmation email. If you bring more than the allowance then you may be asked to make alternative travel arrangements.

## CLOTHING FOR ALL TYPES OF WEATHER

The weather in the UK can be very changeable and unpredictable so we recommend that you bring a range of clothes, including some warmer jumpers and a waterproof coat, umbrella and shoes, as well as lighter items. During the warmest months of June to September, temperatures average between 14–25 degrees Celsius but can drop down to -3 degrees Celsius during the winter months (from December to February).

Students usually dress casually, but you might want to bring something smarter to wear for special occasions such as the International Students' Welcome Party.



## TAKE OUT INSURANCE FOR TRAVEL AND PERSONAL BELONGINGS

Before you leave home, it is important that you insure your luggage for the journey to the UK. After you have arrived in the UK, you can then take out a travel policy to cover you for additional travel as required.



## WHAT TO PACK

### HAND LUGGAGE

You will need small amounts of sterling cash and either sterling travellers cheques or access to a credit card for when you arrive, and until you have set up a UK bank account. Do not carry large amounts of cash with you, it is unnecessary and unsafe.

**Ensure that you have all of the essential documents you need with you in your hand luggage:**

- your passport and visa
- a copy of your CAS (Confirmation of Acceptance for Study)
- recent bank statements (the Border Force Officer may want to see evidence that you can support yourself while in the UK)
- the email confirmation for your place on the University's free coach service from Heathrow (if you have booked it)
- a copy of your tenancy agreement or something with your accommodation address on it

**Top tip! Make photocopies of essential documents** in case you misplace the originals.



### ELECTRICAL ITEMS

The UK electrical supply works on 240 volts and most sockets take a 13-amp square-pin plug so electrical items from your home country may not be compatible. We suggest that you buy high wattage items, such as hairdryers or hair straighteners, when you arrive in the UK to avoid compatibility problems. If you do bring electrical items from home, you must check that it can be used on UK voltage or can be converted. You can purchase adaptors in the UK.

### HOMEWARES AND BEDDING

You can order items like bedding and kitchen equipment packs from the **University's Online Shop** and collect them from your University residence reception. We also run a coach trip to IKEA – tickets will be available in late August via the **University Online Shop**.

### PRESCRIPTION DRUGS

If you have to bring any drugs with you that have been prescribed to you by a doctor, you are advised to bring documentary proof of the nature of the drugs, otherwise they may be confiscated. Drugs such as cannabis, LSD, cocaine and heroin are prohibited and customs officers and police have the right to search for illegal drugs. The laws concerning illegal drugs in the UK are, as in most countries, very strict and penalties are heavy.

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### FIND OUT MORE

**University Online Shop**

<http://onlineshop.sussex.ac.uk>

“Make every moment count and grab any academic, career or personal development opportunity that arises. Volunteer, get a job, get involved...”

MARIA ANDREOU  
BSC PSYCHOLOGY

The information contained in this guide is correct at the time of publishing (June 2017). For the most up to date information you should always consult our webpages.

The University of Sussex is authorised and monitored by the OISC (Office of the Immigration Services Commissioner) for the provision of immigration advice and is required to abide by the Commissioner's Code of Standards. Copies of the Code of Standards and the Complaints Procedure are available from this office and if you are unhappy with the service or advice you receive, you are able to complain to the OISC at any time. If you wish to make a complaint to the University of Sussex then you should follow the University complaints procedure which can be found at: [www.sussex.ac.uk/ogs/complaintsappeal](http://www.sussex.ac.uk/ogs/complaintsappeal)

INTERNATIONAL STUDENT SUPPORT

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Second floor, Room 202  
Falmer, Brighton BN1 9QU  
United Kingdom

+44 (0)1273 678422  
[international.support@sussex.ac.uk](mailto:international.support@sussex.ac.uk)  
[www.sussex.ac.uk/internationalsupport](http://www.sussex.ac.uk/internationalsupport)

“Studying at Sussex has  
been the most enriching  
experience of my life.”

MARIA ANDREOU  
BSC PSYCHOLOGY

