Study Abroad Application Guide 2019/2020

This guide is intended to help you through the application and the preparations for studying abroad, and to give you some useful advice on choosing your destinations, applying to the Study Abroad programme, applying to your host institution, finances and immigration questions, among other things. We would advise you to read through this guide once to get an overview, and then go through each section in order to make sure that you have covered everything.

This guide has been produced by the Study Abroad Team. 
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Academic requirements
All non-languages students are required to have:
- An average mark of at least 55% (no fails)
- Good attendance
- Approval from their Study Abroad Academic Advisor

The Selection process
The Selection Committee will review each application after the deadline. Students’ applications will be scored on two criteria:
- Marks
- Personal Statement

Also, the Selection Committee will ask each student’s Study Abroad Academic Advisor if they support the application or not.

The Selection Committee will look at any exceptional circumstances on a case-by-case basis.

Students will receive a response by the end of February letting them know if they have been accepted onto the Study Abroad programme and their provisional allocation. Students have a few days to formally accept their place. Students might be added onto a waiting list, if needed.

All allocations are provisional and remain subject to several conditions, including but not limited to:
- Your written confirmation of acceptance
- Acceptance by your host university
- Pass the year without a fail
- Continued support from your Study Abroad Academic Advisor
- Maintaining minimum average mark of 55%
- Meeting all deadlines

Support Services
The Selection Committee recommends that students should state any support services they might be seeing at the time of application, it includes but not limited to:
- Disability Advice Team (mandatory)
- Wellbeing Team (optional)

Students are also recommended to discuss with the relevant team their wish to study abroad. If the student is not seeing any YSJ support team but is willing to share any support they receive externally, they have the possibility to do so on the application form.
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This information will help the Selection Committee to send students to an appropriate institution which will be able to support the student’s needs.

**Destinations**

Please find a complete list of destinations per programme here: https://www.yorksj.ac.uk/international/study-abroad-and-exchange/outgoing-york-st-john-students/destinations/

What factors could influence your choice?

- **Academic factors**
  - Do the Universities/Colleges I am considering run modules that match or complement my interests?
  - Do the Universities/Colleges I am considering fit my academic style?
  - Remember: Learning style and expectations differ from institution to institution.

- **Size and location**
  - What is the size of the host University/College?
  - Do I prefer a big university or a small college?
  - How large or small is the city?
  - Am I near a big city or in the countryside?

- **Finance**
  - How much will it cost?
  - How much can I afford?
  - How much will I spend on travel and entertainment?
  - Remember to use the Budget template provided.

Please ensure that you are willing to go to any of your listed choices. Occasionally, after careful consideration, we may allocate you to a University/College you have not listed. The Selection Committee makes every effort to accommodate individual student preferences, but first choices are by no means guaranteed. Please do not have your heart set on only one university. Spaces available at each partner vary from year to year, based upon both outgoing and incoming student mobility numbers from previous years.
General Timeline

Please see below for an overview of the Study Abroad process, more information will be given at the relevant stage.

September – December
- Check if your programme offers a study abroad destination
- Research your potential destinations here: https://www.yorksj.ac.uk/international/study-abroad-and-exchange/outgoing-york-st-john-students/destinations/
- Attend the Study Abroad Fair
- Meet with a Study Abroad Coordinator. Booking available here: https://www.yorksj.ac.uk/international/study-abroad-and-exchange/outgoing-york-st-john-students/how-to-apply/

It is MANDATORY to meet with a Study Abroad Coordinator before applying to the Study Abroad programme
- Speak to your Study Abroad Academic Advisor, full list here: https://www.yorksj.ac.uk/international/study-abroad-and-exchange/outgoing-york-st-john-students/how-to-apply/
- Make an appointment with your Study Development or/and Wellbeing advisor, if applicable.

December – January
- Consider costs and use the budget sheet provided
- Select your first, second and third choice
- Research thoughtfully each destination (location, modules, costs, accommodation etc.)
- Apply on our website, here: https://www.yorksj.ac.uk/international/study-abroad-and-exchange/outgoing-york-st-john-students/how-to-apply/

Application will be open from 3rd December 2018 to Friday 11th January 2019.

End of February
- Find out if you have been selected and where you have been allocated
- Confirm your place with the Study Abroad Team
- Attend mandatory acceptance meeting
- Sign-up to the Study Abroad Moodle site

February – June (for Semester 1 and Year)
- Time to apply to your host university (various deadlines)
- Remember you still need to apply to your host university and your host university can reject your application (especially if you miss a deadline ...)
- Follow the guidance given by the Study Abroad Team
- Read your emails and adhere to all deadlines
- Select your modules with your Study Abroad Academic Advisor

May (for Semester 1 and Year)
- Attend mandatory Pre-Departure briefing
- Use our checklist to make sure you have everything ready for departure
- Sign your Final Authorisation Form

From September (for Semester 1 and Year)
- Remember that culture shock will strike and that it is normal that you will need time to settle in
- Visit Study Abroad Office at your host institution and attend orientation days
- Attend classes
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• Join clubs and travel during breaks
• Enjoy your study abroad experience 😊

October - December (for Semester 2)
• Attend the catch-up session
• Time to apply to your host university (various deadlines)
• Remember you still need to apply to your host university and your host university can reject your application (especially if you miss a deadline ...)
• Follow the guidance given by the Study Abroad Team
• Read your emails and adhere to all deadlines
• Select your modules with your Study Abroad Academic Advisor

November (for Semester 2)
• Attend mandatory Pre-Departure briefing
• Use our checklist to make sure you have everything ready for departure
• Sign your Final Authorisation Form

From January (for Semester 2)
• Remember that culture shock will strike and that it is normal that you will need time to settle in
• Visit Study Abroad Office at your host institution and attend orientation days
• Attend classes
• Join clubs and travel during breaks
• Enjoy your study abroad experience 😊