

ONCAMPUS
COVENTRY

Coventry
University 

STUDENT GUIDE 2019/20





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WELCOME



Dear Student

Welcome to ONCAMPUS Coventry, we are very much looking forward to meeting you.

ONCAMPUS is part of Cambridge Education Group. We offer international students the opportunity to study international foundation programmes with English language, in preparation for undergraduate and postgraduate study at Coventry University. We are sure you will quickly settle in to life at ONCAMPUS and understand the study options available to you in the future.

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IMPORTANT DATES

ACADEMIC YEAR 2019/20

Students on all courses at ONCAMPUS Coventry will follow the same term dates, as follows:

Term 1	23 September 2019 – 13 December 2019
Holiday dates	16 December 2019 - 03 January 2020
Term 2	06 January 2020 – 13 March 2020
Holiday dates	16 March 2020 - 20 March 2020
Term 3	23 March 2020 – 07 June 2020
Holiday dates (August finishers)	01 June 2020 - 05 June 2020
Term 4	08 June 2020 – 14 August 2020

Students should arrive in the UK on the weekend before the first day of enrolment, please check your CAS or Certificate of Enrolment for further details. You should arrive at Armstrong Siddeley Building, Gosford Street, Coventry, CV1 5DL.

Public Holidays

Christmas Day - 25 December

Boxing Day - 26 December

New Year's Day - 01 January

Good Friday - 10 April

Easter Monday - 13 April

UK May Day - 08 May

UK Spring bank holiday - 25 May

UK Summer bank holiday - 31 August

Late arrivals

Please inform us of your arrival plans and flight details as soon as you have them. If you think you will arrive late you must tell us as soon as possible, as we may need to inform the UKVI. Please send all this information to admissions@oncampus.global or call +44 (0)1223 345698.

Returning home

Students are advised to check with the Centre Director before booking their travel back home at the end of each term particularly at the end of the course in case it is necessary to remain in order to receive results and be advised of next steps in your study plan. This could be two weeks after the official end of your course.

Results

We strongly advise all students to collect their certificate after completion of their course.

VISA INFORMATION

Immigration

If you are from outside the European Economic Area (EEA) you will need to apply for entry clearance, more commonly known as a visa, before travelling to the UK. To check if you need a visa - please visit <https://www.gov.uk/check-uk-visa>

As an international student planning to take a full-time course in the UK, it is likely you will need to apply for a Tier 4 (General) student visa. Find out more at <https://www.gov.uk/tier-4-general-visa>

Visa and immigration rules change frequently, so please make sure you contact the nearest British Diplomatic Post to get up to date information on the visa application process, requirements, fees and supporting documents. We can provide support and guidance to students who are already in the UK; so if you have any questions, please contact the centre.

Applying for your Tier 4 (General) student visa

To apply for a Tier 4 (General) student visa you need to provide a CAS (Confirmation of Acceptance for Studies) number. Our Admissions Team will send you this number on a 'CAS statement', once you fulfil the conditions on the offer of a place to study and pay your deposit /full fees.

Once you receive your visa, please inform the Admissions Team by email admissions@oncampus.global or by phone +441223 345698. We need this information to prepare for your arrival.

Biometric Residence Permit (BRP) card

When your visa application is successful and your course is longer than 6 months, you will receive a 30-day Entry Clearance sticker in your passport. This allows you to travel to the UK. You will need to collect the actual visa - Biometric Residence Permit (BRP) after you arrive in the UK.

Where do I collect my BRP card from?

Your Decision Letter (sent to you with your passport upon a successful visa application), will include details of the place you need to go to collect your BRP card. It will be one of two places.

If you have used the centre's ACL code (written on your CAS statement), your BRP card will be at your **ONCAMPUS** centre to collect when you enrol.

Otherwise, the BRP card will be at the local Post Office and you will need to collect it before you enrol.

Arriving late and withdrawal from your course

You will need to enrol at **ONCAMPUS** Coventry on the day your course starts. This date is in your CAS statement. If you are delayed and have to travel later, you must let the Admissions Team know. This is very important because we need to inform UK Visas and Immigration (UKVI) if you cannot arrive on time.

Withdrawing from your course

If you change your mind about joining our course or there are any circumstances that prevent you from studying with us, please inform the Admissions Team as soon as possible, so we can cancel your CAS.

What should I do if my visa is refused?

If your student visa application is refused, please email our Admissions Team (admissions@oncampus.global) and Compliance Team (visahelp@ceg-uk.com). Please include the full copy of the refusal notice, so we can advise you on what to do next.

Parental Consent for U18s

If you are under 18, you need to provide Parental Consent Form, signed by your parents, in support of the visa application. Please also carry it with you upon arrival in the UK. If you do not have a copy of the form, please contact our Admissions Team before making your visa application.



WHAT TO BRING WITH YOU



You **MUST** make sure that you bring with you all the documents you will need to enrol:

- **Confirmation of Acceptance for Studies (CAS) letter**
- **Passport with valid visa entry sticker**
- **Biometric Residence Permit (BRP card if you have it before arriving)**
- **Proof of payment OR sponsorship letter**
- **Original supporting academic documents (for example, High School certificate, IELTS, academic transcripts and for any documents not in English, official translations)**

Important: You will need to show your **ONCAMPUS** enrolment documents to the Immigration Officer on arrival so make sure you bring this in your hand luggage.

Money

International students cannot open a UK bank account before enrolment. However, your home bank may have links to a UK bank which would make money transfers to the UK and opening a bank account much easier. It is a good idea to bring some cash with you for your first few days in the UK for immediate expenses. We recommend approximately £200 to £500 in cash and £300 in travellers' cheques. We advise you to limit the amount of cash you bring into the UK (for security reasons) and avoid carrying cash and personal documents in the same bag (e.g. passport, travellers' cheques, etc.).

Clothing and other items

You should have enough warm clothing for your flight and subsequent journey. Several layers of lightweight clothes are better than a single shirt or dress.

It is probably cheaper and easier to buy warm winter clothing in the UK, rather than in your home country. It is worth bringing items of your national dress to wear at social events, and photographs of family and home may be of interest to new friends who would like to learn about other cultures. It is useful to bring some passport-sized photographs of yourself.

Luggage

You will have a baggage allowance, which will be shown on your air ticket; this is usually from 20kg with a restricted weight of 32kg per single item of luggage. Only essential personal possessions may be brought in addition to research materials. You may be charged for excess baggage if you exceed the baggage allowance, so check with the airline before you leave if you are not sure of your allowance. You should make a list of everything you bring. Advice on importing personal effects and goods into the UK may be obtained from HM Revenue and Customs (www.hmrc.gov.uk).

Preparations for your course

For Engineering foundation, you will have Maths and Physics initial assessments on arrival. If you want to bring items of high value such as a computer or audio equipment, you should also bring receipts showing when and where they were purchased. British customs officials may ask you to certify that the equipment is for your own use and that you are not importing it permanently.

Climate

The UK has a temperate climate, with few extremes. But the weather here is famously changeable, so be prepared. It can be quite wet and cold in the winter, (roughly November to March). A warm topcoat, hat, scarf, gloves and an umbrella are a good idea. It also gets dark early. Summers can occasionally be showery and overcast, but are mostly pleasant and rarely extremely hot. The days are long and it stays light until late in the evening.

Term	Average temp (max °C)	Average temp (min °C)	Average temp (max °F)	Average temp (min °F)	Total rain-fall (mm)	Total rain-fall (inches)
March to May (Spring)	18	7	64	45	199	8
Jun to Aug (Summer)	25	14	78	57	194	8
Sept to Nov (Autumn/ Fall)	18	9	64	48	274	11
Dec to Feb (Winter)	9	3	48	38	305	12

PAYING YOUR FEES

Fee payment information

We want to make paying your fees as easy as possible. You have paid your deposit and secured your place. See below for details of your payment plan for the remainder of your programme. Tuition and Accommodation fees (if applicable) for each term of study at the Centre are due **30 days** BEFORE the start

of each term, we refer to this as the “due date” All fees are payable in GBP (pounds sterling).

Please note: non-payment of fees by the due dates set by the centre can result in you being suspended or withdrawn from the programme.

3-term Programme*				
Terms	Tuition fees	Deposit	Registration fee	You will pay
Term 1	£4,830	+ £2,200	+ £300	£7,330
Term 2	£4,830			£4,830
Term 3	£4,830	- £2,200		£2,630
Total				£14,790

2-term Programme*				
Terms	Tuition fees	Deposit	Registration fee	You will pay
Term 1	£4,830	+ £2,200	+ £300	£7,330
Term 2	£4,830	- £2,200		£2,630
Total				£9,960

1-term Programme*				
Terms	Tuition fees	Registration fee		You will pay
Term 1	£4,830	+ £300		£5,130
Total				£5,130

*This is a guide only. Your full payment plan is available on request. Other costs will apply depending on the programme of study (e.g. Lab Fees/ Student Insurance Cover). Please contact Reception for further details.

Fees can be paid via the following methods:

International bank transfer



ONCAMPUS has partnered with flywire as a fast and easy way to make international payments. This is the best way to send funds from overseas. By using flywire you can be sure that your funds arrive on time and that ONCAMPUS will always receive the correct amount.

Payment by this method also means you do not have to pay any bank charges, which can be expensive; with flywire the rates are clear so you can always be sure about the total cost of the transaction.

Over 40 currencies are available and they offer competitive foreign exchange rates. If you need help, they are always contactable. Please be aware that the process may still involve making a transfer through your bank.

Visit www.flywire.com/pay/oncampus to get started.

Credit card (including Visa/Mastercard) or debit card

We do not accept American Express.

The following information is required:

- card number
- expiry date
- three-digit security code (from the signature strip on the back of the card).

To make a payment using this method, please call our Finance team on

+44 (0)1223 447794

Direct transfer of funds

Please see your pre-arrival information packs for bank account details.

An additional GBP12 must be transferred with the fees to cover bank charges.

Important: A payment reference must be provided so that the College can identify funds on safe arrival into our account. This must be the student reference number as stated on your offer document. This reference means that we can then allocate the funds against your invoice accordingly. Failure to include a reference may mean we have to contact you again to establish proof of payment.



PAYING YOUR FEES ... CONTINUED

Sponsors

If your employer or government sponsors your study, we will require a letter from them confirming the following details:

- your name and course
- the amount of fees they will be paying (for example, 100%)
- the contact name, company name, telephone number and address where we should send the invoice.

Please note: student sponsor invoices will be payable in full within 30 days of receipt of invoice. If your sponsor does not make payment, you will be personally liable to pay the full amount of tuition fees.

Refunds

Acceptance of an **ONCAMPUS** offer on payment of the minimum stated deposit constitutes a binding contract between the student and **ONCAMPUS**. Tuition fees are generally non-refundable – for full information please go to <https://www.cambridgeeducationgroup.com/about-us/ceg-refund-policy.htm>. Should a student be refused a visa, evidence of refusal and a written application to withdraw must be made available to **ONCAMPUS** before any refund can be initiated.

ONCAMPUS will check with the appropriate British Embassy/High Commission that the refusal is genuine and will charge an

administration fee of £100 if a refund is given.

Tuition fees are non-refundable after the course has begun. Any notice to withdraw or cancel must be made in writing. If the cancellation is received before the start of term we will charge the forthcoming term's tuition fees. If the cancellation is made after the start of term then we will charge both the current term's and the following term's tuition fees.

Council tax

If you are living in non-university accommodation and receive a letter from the Council asking you to pay council tax, please provide them with the confirmation letter you received at the time of enrolment. The confirmation letter will show your current term-time address so please make sure you keep your contact information up to date at all times. Please also remember to request a new confirmation letter if you move house.





To qualify for a student discount/exemption:

1. You have to be enrolled as a full-time student.
2. You should be able to prove it (by means of the letter explained above). It is important that you keep this letter for the duration of one academic year of study. Replacements for lost or incorrect letters due to change address during term time are available from reception free of charge.
3. Your course must be full time.
4. Your course must last for a minimum of 24 weeks during the academic year.
5. You have to live with other people who are also exempted from payment (usually other students).

If a house or property is occupied entirely by full-time registered students then the entire household is exempted from Council Tax. This includes the halls of residence

and University-owned student houses, which are occupied entirely by students.

It also applies to private accommodation which is occupied entirely by students. Houses with one or more non-student residents will have to pay Council Tax (at least 75%).

Please remember that payment of Council Tax is a matter between individuals and the Local Authority. Except in certain circumstances (for example by issuing a Student Confirmation of Enrolment letter) **ONCAMPUS** has no responsibility in these matters.

Financial issues

Students are responsible for managing their own budgets and for some this presents a problem. If you encounter any problems please contact the **ONCAMPUS** Coventry reception desk as soon as possible.

WHAT TO EXPECT ON ARRIVAL IN THE UK

Immigration on your arrival Passport Control

When you arrive at your port of entry you will need to pass through immigration so follow the signs to Passport Control. The Immigration Officer will ask you about the purpose of your visit to the UK and will look at the following documents:

- ▶ **Passport**
- ▶ **Bank Statements**
- ▶ **Proof of accommodation**
- ▶ **Confirmation of Acceptance for Studies (CAS) letter**
- ▶ **IELTS Certificate**
- ▶ **Original academic documents and their official translations (for any documents that are not in English)**
- ▶ **TB Certificate (if applicable - please [click here](#) for listed countries)**
- ▶ **Proof of financial support and any fees payment made**

The immigration officer may ask you questions about your reasons for studying in the UK. It is important that you answer these questions in detail, politely and keep calm. Make sure you have all your supporting documents in your carry-on luggage if you are flying to the UK; you will not have access to your luggage until you have cleared immigration. Failure to show the right documents will result in delays.

Students from some countries may be asked to have a chest x-ray before collecting your belongings - you can check if you will need to do this with your local British Council.

Use of eGates

If you are a citizen of Australia, Canada, Japan, New Zealand, Singapore, South Korea or USA, and wish to use the eGates when entering the UK, please read the message below before arriving in the UK:

- If you are entering the UK under Short-term Study route (up to 6 months), you must obtain the correct visa stamp at the border to enrol onto your programme. Therefore, please do NOT use the eGates but instead follow the sign for 'See an officer' at the border to obtain the correct visa endorsement in your passport from the Immigration Authority.
- If you are entering the UK under Tier 4 route or Short-term Study route (11 months) then you may be eligible to use the eGates. However if you do use the eGates, you may be required to show relevant evidence of your first entry into the UK such as a boarding pass or travel booking confirmation to complete your Right to Study or Right to Rent checks. Therefore you are advised NOT to use the eGates in order to obtain an entry stamp in your passport upon your first entry into the UK under your new visa.

Should you have any questions regarding the use of eGates, please contact our Immigration Compliance Team at visahelp@ceg-uk.com

HOW TO GET TO ONCAMPUS



AIRPORTS

All London Airports and Birmingham International Airport have excellent travel links into Coventry. For details on how to get to ONCAMPUS please see maps and directions at:

<https://www.oncampus.global/uk/campuses/coventry-university/welcome.htm>



Taxi

Please contact us at liveincoventry@oncampus.global or telephone us on +44 1223 447761 if you would like to make a taxi booking. Our Pre-Arrival Student Coordinator will be pleased to make the booking on your behalf and send you the confirmation. Our trusted drivers will meet you at the arrivals gate at the airport and take you straight to your destination. You can pay for your taxi in advance or when you arrive at your accommodation, so you will not need to have cash ready for the driver.



Travelling from Birmingham International airport

Local Bus service: Number 900, cost approx £2.40, 45 minute travel time.

Trains from Birmingham International Airport to Coventry will cost £2.60 for a single ticket, and take 10 minutes on an express service, for more information go to www.nationalrail.co.uk. To get to the train station from the main airport terminal you should use 'sky train', ask for directions from the information desk.



Travelling from central London and London airports

Coach services: Heathrow Airport or Gatwick Airport 'National Express' coach service costs around £30. The travel time is normally 2 hours. Visit www.nationalexpress.com for more details. Travel time is between 3 and 4 hours. Visit www.nationalexpress.com for more details. Trains from London cost from £40.00. Travel time from Euston is between 1 - 2 hours. Visit: www.nationalrail.co.uk for more details.

Once you have booked your flights, please email the following details to
admissions@oncampus.global

- Flight number
- Flight arrival date and time
- Airport you will be arriving at
- Airport transfer arrangement (how you will be going from the airport to your accommodation) and your drop off location.

ENROLMENT AND INDUCTION

Enrolment at ONCAMPUS

When you attend enrolment, please bring the following:

1. Your passport and BRP card (Biometric Residence Permit) if you have this before enrolment
2. Your Original certificates/transcripts (for example High School Certificate, AS-level results, IELTS certificate, first degree certificates and other qualifications) as shown on your CAS statement
3. Your ONCAMPUS offer letter and Confirmation of Acceptance for Studies (CAS) or Certificate of Enrolment (CoE)
4. Your UK address, telephone number and email address
5. Details of someone to contact in case of emergency (next of kin)
6. Proof of payment or financial guarantee

Failure to bring the above may result in a delay to your starting the course, thus damaging your academic progress.

Please remember: ONCAMPUS will only accept ORIGINAL documents.

Registering with the police

Certain international students who come to study in the UK will be required to make an appointment to register with

the police within 7 days of enrolment at ONCAMPUS Coventry. Please check your visa sticker or BRP card to determine whether you are required to register.

To register, you must take the following with you:

- Your passport and BRP card
- Your debit or credit card to pay the £34 fee.
- Two passport sized photographs
- The confirmation of enrolment letter given to you at the time you enrolled with ONCAMPUS Coventry.

If you are required to register with the police, we will provide you with a guide at the time of enrolment that will assist you in setting up an account with the police and making an appointment to go to register.

Once you have registered, you will be given a Police Registration Certificate (PRC). You will need to bring your PRC into the office for us to make a copy for our records. You should keep this throughout your time in the UK, as you will need it in the event you wish to extend your visa from the UK.

In the event you change your address or obtain a new visa, you must update your PRC by making a new appointment as soon as possible. There is no extra charge for this.

Our Student Recruitment and Support Officers will help you with police registration if necessary.



Looking after your health

Full-time courses lasting six months or more

Please be sure to register with a doctor. Instructions are included in the welcome pack that you have been given at the time of enrolment.

You are entitled to medical care on the National Health Service, not including dental or optical services. Any questions please come to reception.

Courses lasting less than six months

Students studying at **ONCAMPUS** for less than six months will need to pay for all healthcare treatment. For these students we strongly recommend taking out health insurance before coming to the UK.

There is a GP practice for Coventry University students located in TheHub. **ONCAMPUS** students are encouraged to register there as early as possible.

Dentists near ONCAMPUS Coventry

Dentist clinics are available everywhere. Please ask the **ONCAMPUS** reception for a list. You can also apply for an NHS card to help you with your dentistry costs. For information about registering with a dentist call 024 7624 6033.

Dental Perfection

Grosvenor House, Grosvenor Road,
Coventry, CV1 3FE
024 7622 0420

Bhandal Dental Practice

298 A-C Foleshill Road, Coventry, CV6 5AH
02476 686690

Pharmacies near ONCAMPUS Coventry

Some medicines are only available on prescription, i.e. with a doctor's authorisation. However, there are a lot more medicines available over the counter. Pharmacists are there to help you too.

Boots

49 Lower Precinct, Coventry, CV1 1DS
www.boots.com | 024 7622 6561

Superdrug Stores PLC

21-23 Market Way, Coventry
www.superdrug.com | 024 7622 3032

Lloyds Pharmacy

City of Coventry Health Centre, 24 Stoney Stanton Road, Coventry, CV1 4FS
www.lloydspharmacy.com | 02476 226230

ENROLMENT AND INDUCTION

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Opening a bank account

You may need to open a bank account when you arrive in the UK, and after you have enrolled. There are a number of 'high street' banks in the UK and all will provide special student accounts. To open a bank account in the UK you will need:

- proof of identity (passport)
- proof of address (letter or receipt from your landlord/Accommodation Office)
- opening deposit
- Bank Letter, which can be provided at the time you enrol

List of banks and branches near ONCAMPUS Coventry

There are 4 main "high street" banks operating in Coventry and all will provide special student accounts:

NatWest

www.natwest.com

24 Broadgate, Coventry, CV1 1NE
0345 788 8444

Barclays Bank Plc

www.group.barclays.com

25 High Street, Coventry,
CV1 5QZ
0345 734 5345

HSBC Bank Plc

5-6 High Street,
Coventry, CV1 5RE
0345 734 5345

Lloyds Bank

www.lloydsbank.com

30 High Street, Coventry, CV1 5RE
0345 300 0000

Please note: some banks will charge a monthly fee for your current account. You might be able to avoid this so check with different branches and different banks before requesting a Bank letter from ONCAMPUS Coventry.

ONCAMPUS Student Portal

The Student Portal is our student intranet and gives you access to your own personal page.

Go to <http://my.oncampus.global/> and log-in to:

- Check your personal information
- View your timetable
- Monitor your attendance
- View your exam entries and results
- Access your emails

You will be given your username and password at the time of enrolment. Staff will assist you with logging in, assigning a new password and viewing your timetable. You will also be able to access email through the student portal, through your computer or your phone.

We encourage students to access the student portal and email on a daily basis, in case of any timetable changes or important information and notices.



ATTENDANCE

General rules

Attendance at all classes and examinations is compulsory. We expect 100% attendance and commitment from all students. You are required to attend Monday to Friday from the first day of the term until the last day, including any examination and resit weeks.

If you do not maintain an attendance level of above 90%, you will have disciplinary action taken against you and in severe cases this can result in exclusion from your examination or termination of your programme of study.

If you encounter problems of any nature, which prevent you from attending classes, you must inform the Attendance Officer as soon as possible.

Lateness

If you arrive after the scheduled start of the class you may be marked as "Late" or not permitted entry for your class.

Religious/Cultural Holidays

As a multicultural education centre, ONCAMPUS has respect for all faiths. We

may authorise one day's absence for religious holidays at the discretion of the Centre Director.

Planned Absence

If you know about your absence in advance, for example if you have a doctor/dentist/embassy appointment, you must submit "Absence Request Form" along with evidence of your appointment (appointment card or medical certificate). This form would need to be authorised and signed off before your absence takes place.

Illness

If you are ill, you MUST contact us on the morning of your absence. Please phone 02477655454 or email coventry-attendance@oncampus.global

You can self-certify your sickness for up to 2 consecutive days. After 2 days you must provide a sick note from a Registered Medical Practitioner. To find your nearest NHS doctor, use the link www.nhs.uk/service-search

YOUR RESPONSIBILITIES

Your responsibilities as an ONCAMPUS student

As an education provider holding a Tier 4 licence, **ONCAMPUS** is legally required to ensure Tier 4 students understand and comply with the conditions of their visa. You may be on a Short-Term Study visa or have the permission to study as a European Citizen or as a dependant / parent / spouse. As a student, you still have responsibilities relating to regular attendance on your course, and will be monitored in the same way as students under Tier 4 visas.

You are required to follow the below rules:

- Enrol at the right time on your programme at **ONCAMPUS** as stated on your offer letter, and return on the first day at the start of each term. If you are on a Tier 4 Student visa and you have not enrolled by the stated enrolment deadline, **ONCAMPUS** are obliged to report this to the UK Visas and Immigration (UKVI).
- Inform **ONCAMPUS** of any letters and/or e-mails or other messages you receive from the Home Office and/or UKVI.
- If you arrive with evidence of pending visa application, you must inform **ONCAMPUS** of any correspondence you receive from the UKVI.
- If you do not attend your course regularly, **ONCAMPUS** will be obliged to withdraw you (and if you are a Tier 4 student - report you to the UKVI). **ONCAMPUS** is also obliged to inform

the UKVI if a Tier 4 student chooses to withdraw from their course, defer or suspend.

- You must keep **ONCAMPUS** informed of any changes to your contact details throughout your studies with us (phone number, email address, postal address). If any of your contact information has changed, you will need to complete the "Change of Contact Details" form, which is available in our office.
- You must not breach the work conditions of your visa. None of the Tier 4/Short-Term Study students enrolled on **ONCAMPUS** courses are permitted to work.
- You must inform **ONCAMPUS** immediately of any changes in your personal circumstances (change of visa, marriage/civil partnership, birth of a child in the UK, change in dependent circumstances etc.).

Penalties

Penalties for failing to comply with the above may be severe and long lasting. They may include your removal from the UK and/or your exclusion from the UK for a number of years.

STUDENT REPRESENTATIVES

Students from each course are nominated by their teachers to represent the views of students at the Staff-Student Consultative Committee (SSCC). These meetings happen once a term and are designed to improve the management and enhancement of their programmes of study.

Staff and students consult each other on all aspects of their learning experience and future developments.

Students will communicate with their peers on their courses and attend meetings to discuss this feedback in Centre and then with the other student representatives nationally once a term.

It is a chance to really make a difference, to improve your student experience.



STUDENT SUPPORT AND ADVICE

TheHub

TheHub really is the centre of student campus life - the place to gather, meet friends, have a coffee at Costa Coffee, or a meal in the fantastic food court where you can get world cuisine, pizza and pasta, deli, and food-to-go. Simply Fresh convenience store is good for essential shopping, and the Students' Union and Square One provide excellent entertainment from quiz nights to live music. It is all in one place — TheHub.

TheHub is also home to:

The Health and Wellbeing Centre

This is where the Medical Centre is located, if you need to see a doctor or if you have any health issues.

The Spirituality and Faith Centre

A quiet oasis amidst the hectic pace of student life. Here there are quiet spaces for reflection and meditation, a non-denominational chapel, Muslim prayer rooms with ablutions, and a spiritually focused social space for students and groups to meet. You can also arrange to talk to any of the University's multi-faith chaplains at the Spirituality and Faith Centre.

The Future Works Office

This is where you can discuss your future career path and talk about the broad range of extracurricular modules to help you achieve your dreams. It is a facility dedicated to helping you develop a career plan and enhance your career prospects.

Students' Union advice centre

The first point of contact for advocacy support and advice on a range of issues. The Students' Union is here to help and support students, and you can talk to them about almost any student issues.

Disability

For the purpose of this statement, disability is defined as: "A physical or mental impairment with substantial and long term adverse effect on normal day to day activities."

The Health and Wellbeing Centre, located in TheHub at Coventry University, also houses the Disabilities Office and has a team of staff who can provide advice and support on a range of issues that you may need help with. You can contact the team at disoff.ss@coventry.ac.uk

Taxi transfers

When you are ready to go home, you can book a taxi to pick you up from the campus and drop you off at the airport. Please contact us at: liveincoventry@oncampus.global if you would like to make a taxi booking. Our Student Arrivals Coordinator will be pleased to make the booking on your behalf and send you the confirmation. Our trusted drivers will meet you at the campus and take you straight to your destination. You can pay for your taxi in advance whilst you are still in college, so you will not need to have cash ready for the driver.

Making international calls

Keeping in touch with your family and friends at home is important. You should make sure that you have a way of communicating with them regularly. Today's technology makes this very easy. Your options include using the internet and mobile phones. The option that works best for you will depend on your individual circumstances and you should look at which method is the most cost effective and practical.

Internet

Software such as Skype allows you to call landlines, mobile phones and other Skype users over the internet. Calls between Skype users are free of charge. Call rates from a Skype user to a landline and mobile phone vary, depending on country

Culture Shock

Leaving home and travelling to study in a new country can be a stressful experience. Even though it may be something you have planned and prepared for, the extent of the change and the effects it has on you may take you by surprise. If you find that you are surprised by the effects of the change, it might be helpful to realise that your experience is quite normal. This applies whatever country you come from, and wherever you are going to study, even though some cultures are more similar than others because of geographic, historic, demographic and other factors

Culture shock is entirely normal, usually unavoidable and not a sign that you have made a mistake or that you won't manage. In fact there are very positive aspects of

culture shock. The experience can be a significant learning experience, making you more aware of aspects of your own culture as well as the new culture you have entered. It will give you valuable skills that will serve you in many ways now and in the future, and which will be part of the benefit of an international education. If you would like to talk to someone then contact your personal tutor, ONCAMPUS student support staff, accommodation halls officers or the student support services at Coventry.

Gifts for staff

Please note that centre staff cannot accept gifts from students.



Mobile phones

A number of mobile phone operators cater for the needs of international students. These companies, including Nomi and Lebara, offer very cheap calling rates to a number of countries overseas.

AROUND CAMPUS...

WHERE WILL I FIND... ?



Attractions

Coventry Cathedral

1 Hill Top
Coventry, West Midlands CV1 5AB
024 7652 1200



Taxi

Pool Meadow Taxi Rank

is a 3-minute walk away from the
ONCAMPUS centre.



Library

Central Library & Reference

Library

17 Smithford Way
Coventry, West Midlands
024 7683 2314



Local council

Coventry Council, Smithford Way CV1 1FY, Coventry, West Midlands 02476 832314



Transport

Coventry Railway Station

Station Square, Eaton Rd, Coventry
West Midlands, CV1 2GT
www.nationalrail.co.uk



Markets

Coventry Retail Market

Market Office, Coventry, West
Midlands CV1 3HT
024 7622 4927
www.coventrymarket.co.uk



Shopping Centres

The West Orchard

Smithford Way, Coventry,
West Midlands CV1 1QX
024 7623 1133
www.westorchards.co.uk

Cathedral Lanes

Broadgate, Coventry,
West Midlands, CV1 1LL
024 7663 2532
www.cathedrallanes.net

Lower Precinct Shopping Centre

Coventry, West Midlands CV1 1NQ
024 7663 4710



Solicitors

Coventry Law Centre

Oakwood House
St Patricks Road Entrance
Coventry, West Midlands CV1 2HL
covlaw.org.uk



Post Office

The West Orchard Shopping Centre

Smithford Way, Coventry, West
Midlands CV1 1QX
024 7623 1133
www.westorchards.co.uk

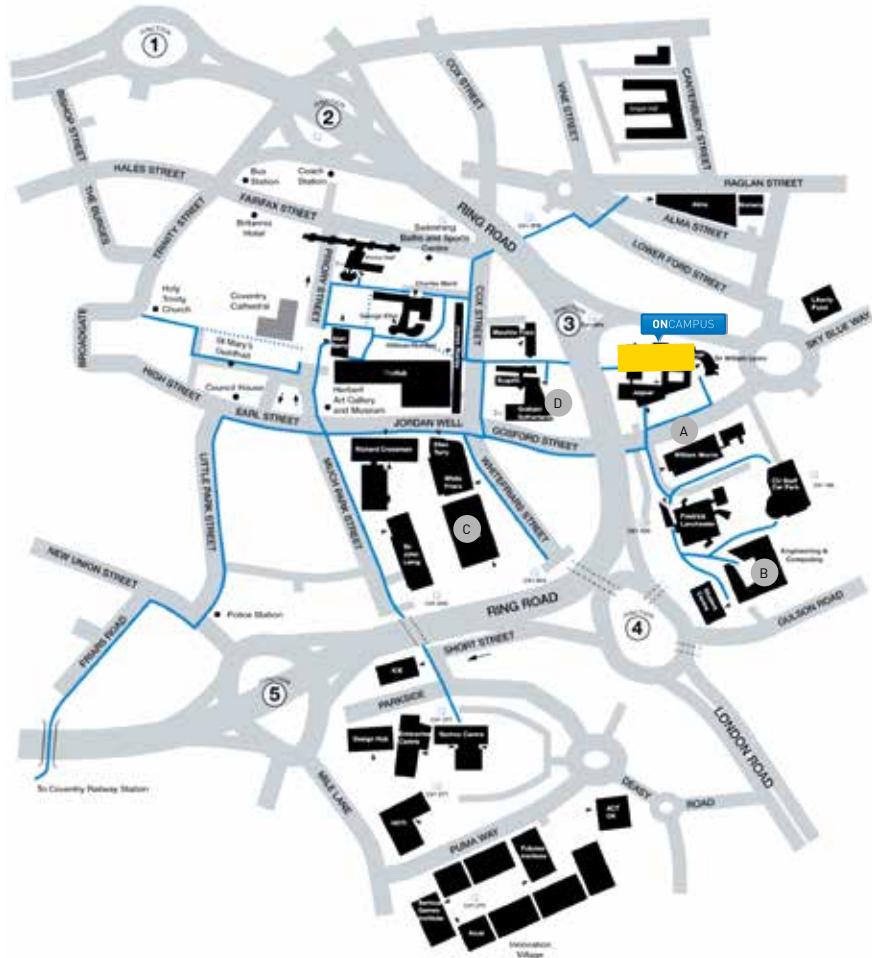


Police Station

Digbeth Police Station

113 High Street,
Birmingham, B5 6DT.
0121 626 5307
ct_ovro@west-midlands.pnn.police.uk

TEACHING BUILDINGS



KEY

① Ringroad junction

----- Ringroad subway access

== Footbridge

► Power assisted door access

— Principal pathway with wheelchair access

P Pay/display parking

➤ Non-powered access

- - - - - Principal pathway with steps

All Coventry University buildings have wheelchair access and accessible toilets for disabled persons.

Information correct at November 2012

ONCAMPUS Coventry is located at Armstrong Siddeley Building, Gosford Street, Coventry, CV1 5DL

A William Morris Building, Coventry University Business School, Gosford Street, Coventry, CV1 5FB

B Coventry University Engineering & Computing building, CV1 2JH

C Alison Gingell Building, Health and Life Science Building, Whitefriars Street, Coventry, CV1 2DS

D Graham Sutherland Building, Cox Street, Coventry, CV1 5PH

POINTS OF INTERESTS...

THE SURROUNDING AREA



01 COVENTRY UNIVERSITY CAMPUS



02. COVENTRY CATHEDRAL

Coventry's glorious 20th century cathedral (rising above the stark ruins of the medieval cathedral destroyed by German air raids in 1940) provides a unique backdrop to the university campus.

40 metres | 1 min



04. HERBERT ART GALLERY AND MUSEUM

In the city centre the Herbert Art Gallery and Museum are cultural gems for art, drama dance and music.

61 metres | 1 mins



03. TRANSPORT MUSEUM

The Transport Museum has the world's largest collection of British road transport located in its birthplace, from 'bone shaking' cycles to land speed record cars.

0.3 miles | 6 mins | 2 mins



05. COVENTRY SPORTS AND LEISURE CENTRE

Coventry is also one of the few cities in the UK that can boast an Olympic-sized swimming pool, which is right next to the campus.

0.2 miles | 3 mins | 1 mins



06. STRATFORD-UPON-AVON

A popular tourist destination owing to its status as birthplace of the playwright and poet William Shakespeare. The Royal Shakespeare Company resides in Stratford's Royal Shakespeare Theatre.

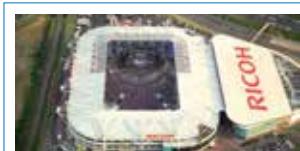
19.2 miles | 34 mins



07. WARWICK CASTLE

Britain's Greatest Medieval experience. Warwick Castle is a splendid and dramatic fortress rising majestically from the banks of the River Avon on a site first fortified by the William the Conqueror in 1068.

10 miles | 1 hr 5 mins | 46 mins

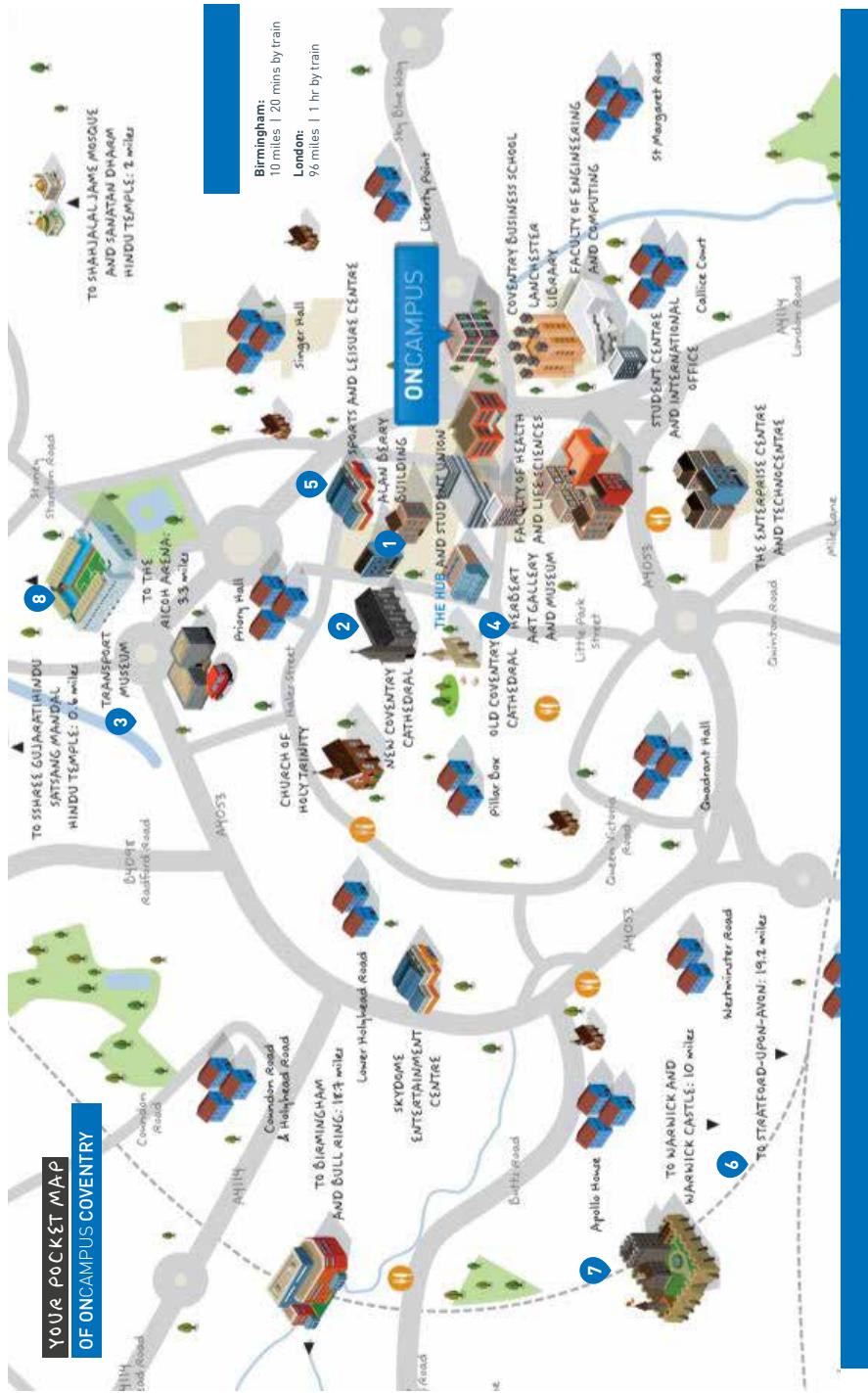


08. RICOH ARENA

Home to Coventry F.C. An international destination for business, entertainment and sport. A truly multi-purpose venue located in the heart of the UK.

3.3 miles | 27 mins | 33 mins

**YOUR POCKET MAP
OF ONCAMPUS COVENTRY**



Railway Station

Coventry University
accommodation

Place of Worship
Church

Place of Worship Mosque

Place of Worship
Hindu Temple

Restaurant

STUDENTS' UNION

Coventry University Student Union sports and societies (CUSU)

Whether it is advice or fun you are looking for while you are at university, CUSU is there to help you have the best time you can while studying in Coventry.

Located in TheHub, the Students' Union is run by students for students, ensuring that it is a fun and vibrant place to be. The Students' Union offers many services to all students including a bar and nightclub, volunteering, sports clubs and societies, an advice centre and most importantly it represents the views of students both locally and nationally.

Throughout the year the Students' Union holds a wide range of entertainment events from live music to themed entertainment nights.

www.cusu.org



CLUBS AND SOCIETIES

CUSU has more than 130 sports clubs and societies, varying from football, film and netball through to groups you might not expect to find at Coventry University such as a polo team or medieval and chocolate appreciation societies.

If you have any questions about how sports and societies work for students or what CUSU can do for you, please visit www.cusu.org and use your Coventry University username and password to log in (which can be obtained by visiting the Frederick Lanchester Library IT Helpdesk).

YOU CAN JOIN MANY CLUBS AND SOCIETIES AT THE STUDENT UNION AT COVENTRY UNIVERSITY, INCLUDING:

- Amnesty International
- Bollywood
- Bright Futures
- Chinese
- Civil Engineering
- Design Society
- East African Society
- Egyptian Society
- Friendly Faces
- Gaming
- Ghanaian Society
- Hong Kong
- Indian
- Islamic
- Korean
- Movie Club
- Nigerian
- Pakistani
- Post Grad Society
- Athletics
- Badminton
- Boxing
- Cricket
- Cycling
- Golf
- Hockey
- Football
- Mixed Martial Arts
- Pool and Snooker
- Squash
- Table Tennis
- Tennis
- Volleyball



WHAT'S GOING ON IN THE CITY

Things to see and do

You need never be at a loss for things to do in Coventry and Warwickshire, no matter what your age. From cathedrals, castles and manor houses, to acres of parkland, green space, sporting venues, theatres, shopping landmarks and historical sites of interest, Coventry and Warwickshire provide a fantastic day out for all the family. Whether you like free-entry museums, high-street shopping, popular cafés and bars, great restaurants and lively nightclubs, we have something for everyone.



1. Coventry UK City of Culture 2021 | coventry2021.co.uk/



3. Belgrade Theatre Coventry - CV1 4AJ | www.belgrade.co.uk/



4. FarGo Village, Coventry - CV1 1JD | www.fargovillage.co.uk/



2. War Memorial Park, Coventry - CV34 4QU | www.coventry.gov.uk/warmemorialpark



5. West Orchards Shopping Centre, Coventry - CV1 1QX | www.westorchards.co.uk



6. Godiva Festival, Coventry - CV34 4QU |
www.godivafestival.com/



9. Royal Leamington Spa |
www.royal-leamington-spa.co.uk



7. Cathedral Lanes, Coventry – CV1 1LL |
www.cathedrallanes.net/



10. The Wave Indoor Water Park, Coventry -
CV1 2PS | thewavecoventry.com



8. The Bullring Shopping Centre, Birmingham
Birmingham City Centre | www.bullring.co.uk

CHECKLIST

Preparing to come to Coventry

- Make sure you have a valid passport
- Satisfy conditions of offer (if applicable)
- Obtain visa
- Apply for accommodation
- Have medical examination and vaccinations (if applicable)
- Arrange medical/travel insurance

*Documents including:

- Offer Letter
- IELTS certificate or original English language test result
- CAS Statement (if required)
- Original supporting academic documents (this is needed to fully register and enrol on your course)
- Financial documents used in your visa application
- TB certificate (If applicable, please click here for listed countries)

Before you leave

- Arrange your transfer to Coventry if you are travelling independently
- Buy currency
- Decide how to pay for your tuition fees
- Decide how to pay your accommodation fees/pay accommodation deposit
- Pay tuition fee deposit (if applicable)
- Check your luggage allowance and pack appropriately
- Add the emergency telephone numbers into your mobile phone (to be put in your hand luggage)
- Photographs from home, address and phone numbers of friends and family, adaptor for UK electricity sockets
- Pack all relevant original documentation or certified copies*
- Pack your documents for medical registration
- Register electronics on www.immobilise.com

When you arrive at Coventry



Check in to your accommodation and get settled prior to coming for enrolment. If you have not yet arranged for accommodation, please contact liveincoventry@oncampus.global



You will need to be at the centre no earlier than **9:00 am** on the first day of term.



Please come to Armstrong Siddeley Building with your **passport, visa** and **original documents used to apply to study with us** (as found on your CAS letter) and we will begin the enrolment process.



Enrolment* involves entering your details into our system, creating your timetable of classes and giving you further information about your classes and the activities we have planned for you during your first week on campus.



Arrange payment of **tuition fees**



Open a **bank account**



Register with **doctor/health centre**



Register with the **police** (if applicable)



Attend **induction**

*When you enrol it is important to remember to bring the following documents with you:

- Original passport and visa
- Original academic/ school certificates
- Original English test certificate (IELTS).

CONTACT DETAILS

The **ONCAMPUS** office is where your course is managed. This is where you will get information/documentation and help with other general enquiries.

ONCAMPUS Coventry

Armstrong Siddeley Building
Gosford Street
Coventry, CV1 5DL
United Kingdom

Reception

Telephone: +44 (0)2477 55407

STAFF

Ross Wainwright – Centre Director

Telephone +44 (0) 2477 655407 | rwainwright@oncampus.global

Julie Jenkins – Student Recruitment & Support Officer (Compliance)

Telephone +44 (0)2477 655430 | jjenkins@oncampus.global

Sabby Bagri - Student Support Officer - Customer Care

Telephone +44 (0)2477655514 | sbagri@oncampus.global

Hannah Stanworth – Head of Welfare & Accommodation

If you need to contact centre staff in an emergency outside of office hours please call: +44 (0) 7850 711 941