

**INTO** 

LONDON

WORLD EDUCATION CENTRE



86

UK universities recognise INTO London pathway programmes for entry to their degrees



## University pathways

2015-2016

University preparation courses for international students

Accredited by the



for the teaching of English

## Destination INTO London

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 [www.intohigher.com/into-london](http://www.intohigher.com/into-london)

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 [www.instagram.com/intolondon](http://www.instagram.com/intolondon)



Guaranteed progression  
to a UK university for all  
successful students

University preparation  
courses designed specifically  
for international students



Live and learn in the  
most popular student  
city in the world

INTO London provides an exceptional study environment in which to prepare for the challenges and rewards of a world-class university education. Located in the heart of London's vibrant East End, you will join a diverse international student community who share your ambition to succeed in their studies, and go on to secure the job of their dreams.

Our aim is to ensure that international students have the opportunity to study at some of the best universities in the world. The high-quality preparation programmes we offer are widely recognised by top-ranked universities. This year, more than 60 UK universities made offers to our students, with our graduates progressing to a range of prestigious institutions including the universities of Manchester, Lancaster, Nottingham, Royal Holloway, City, Surrey, and Queen Mary, University of London.

We provide everything you need for the best start as an international student. From the moment you consider studying in the UK to the day you progress to university, we will be there to support you every step of the way. This will ensure that you can focus on your studies and have the opportunity to enjoy your time in one of the UK's most popular student destinations.

Studying overseas is one of the most important periods in your life and will prepare you for living in an increasingly connected world. By choosing to study at INTO London you have taken the first step to achieving what we call 'world advantage' - we look forward to welcoming you.

Exceptional living and learning facilities in our state-of-the-art Study Centre



24/7  
student support

Free placement services to support your university application



Scape

LIVE WORK PLAY

STUDY CREATE

VISIT

300+

students representing  
37 nationalities have  
studied at the Centre

# Destination INTO London



More than 30 of the UK's leading universities will welcome our graduates this September, including the universities of Manchester, Lancaster, Nottingham, Royal Holloway, City, Surrey, and Queen Mary, University of London.



1,500+

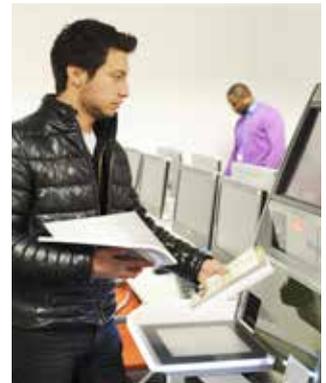
undergraduate and Master's degrees to choose from



86

UK universities recognise INTO London pathway programmes for entry to their degrees

▼ Lecture theatre



▼ Computers in the Learning Resource Centre

▲ Learning Resource Centre



Free internet access,  
email access and Wi-Fi



Classrooms equipped with the  
latest technology including  
interactive whiteboards

# INTO Study Centre

INTO London provides first-class teaching and learning facilities in the heart of London's vibrant East End. Offering a mixture of university preparation and English language courses, INTO London provides a dynamic learning environment for a diverse student community.

## State-of-the-art facilities include:

- a multipurpose lecture theatre
- extensive modern IT facilities
- a Learning Resource Centre
- wireless internet throughout
- tutorial and teaching classrooms
- comfortable break-out areas
- welcome desk and 24-hour support
- two on-site restaurants
- unique live-learn environment with high-quality studio accommodation.

## Learning Resource Centre

The Learning Resource Centre offers a range of support materials for students accessible via an online catalogue, including books, DVDs, journals, CDs and newspapers, as well as printing and scanning facilities. Our experienced and professional staff will provide advice and training to help you make the most of the resources available.



“Welcome to the state-of-the-art INTO London Centre, where we offer international students the opportunity to study in the heart of the lively capital city of London.”

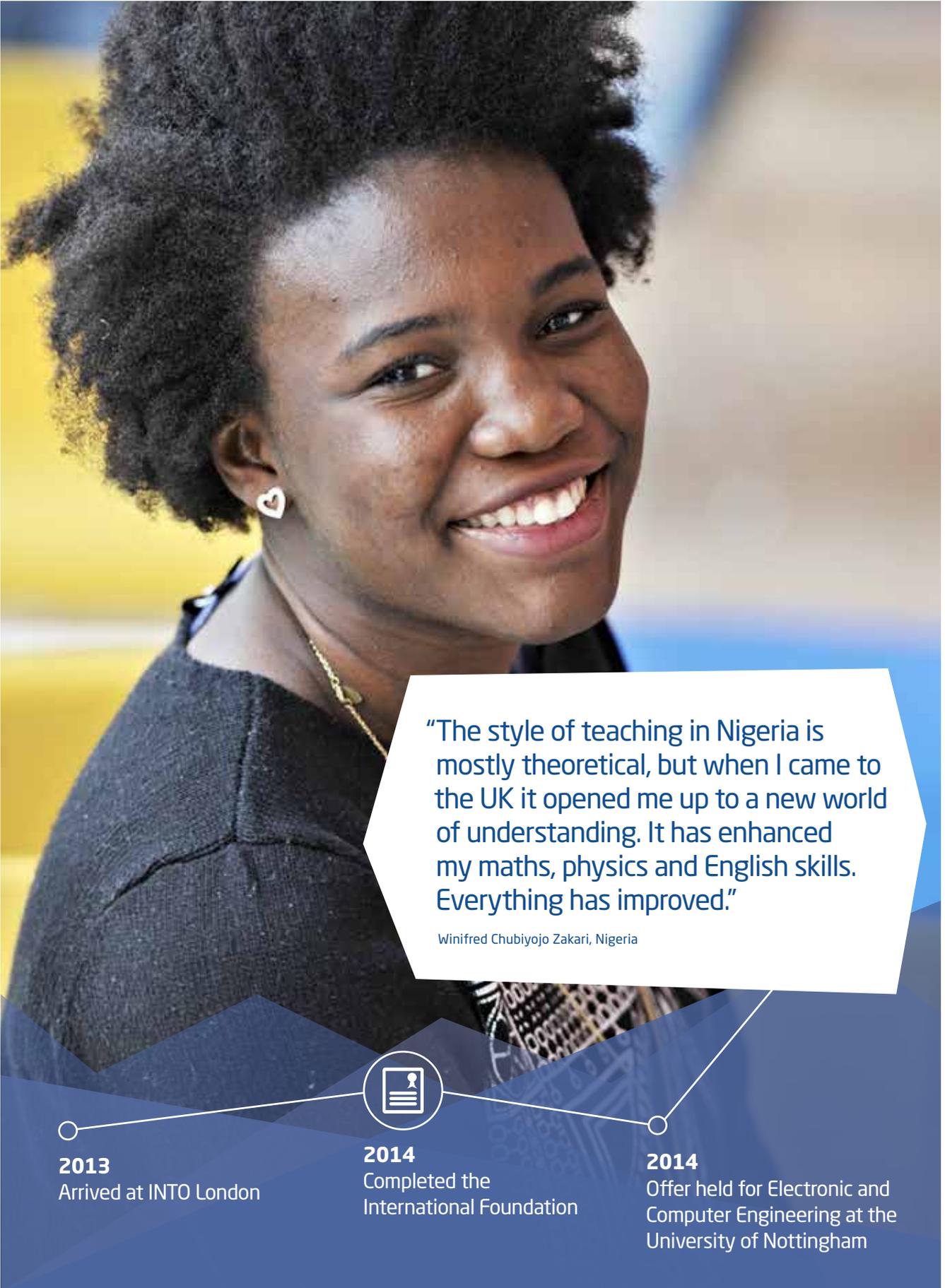
Dr David Silbergh, Centre Director

Take a tour of the Centre:

[www.intohigher.com/into-london/into-centre](http://www.intohigher.com/into-london/into-centre)



Well-stocked Learning  
Resource Centre



**“The style of teaching in Nigeria is mostly theoretical, but when I came to the UK it opened me up to a new world of understanding. It has enhanced my maths, physics and English skills. Everything has improved.”**

Winifred Chubiyajo Zakari, Nigeria

**2013**  
Arrived at INTO London

**2014**  
Completed the International Foundation

**2014**  
Offer held for Electronic and Computer Engineering at the University of Nottingham

# Celebrating student success

In September 2013 the first cohort of students arrived at INTO London. Since then more than 70 students have successfully completed their INTO academic pathway programme. The tables below highlight some of the top-performing students and their intended progression to a wide range of degrees and UK universities.

## Top International Foundation students

Proposed university*	Name of degree*	Student name	Nationality	Final grade
The University of Manchester	Electrical and Electronic Engineering	Mohammad Shahab BIN ABDUL BASIT PARACHA	Malaysia	94%
Lancaster University	Mechatronics	Nasinee SANGPRACHATANARUK	Thailand	89%
The University of Manchester	Computer Systems Engineering with Industrial Experience	Oluwatomide FASUGBA	Nigeria	88%
University of Nottingham	Electronic and Computer Engineering	Winifred ZAKARI	Nigeria	82%
Swansea University	Medical Engineering	Marcus Yonghan OOI	Singapore	80%
City University London	Mechanical Engineering	Talal HABAYBEH	Jordan	77%
Queen Mary, University of London	Aerospace Engineering with Industrial Experience	Abdullah AHMED	Pakistan	77%
University of Surrey	Economics and Finance	NGUYEN Hoang Minh	Vietnam	71%
Royal Holloway, University of London	Management with International Business	Amirabbas ASKARI	Iran	68%
University of Westminster	International Business (Mandarin Chinese)	Thurein PHYO	Myanmar	66%
Royal Holloway, University of London	Management	Sanobar FARHAT	India	63%

## Top Graduate Diploma students

Proposed university*	Name of degree*	Student name	Nationality	Final grade
University of Coventry London Campus	International Marketing	JIANG Yixin	China	71%
University of Keele	International Finance	XU Tong	China	70%
University of Coventry London Campus	International Fashion Marketing	HSU Tso-Yi	Taiwan	62%
University of Westminster	Fashion Business Management	LU Ya-Ting	Taiwan	61%
Bangor University London Campus	Accounting and Finance	Danish LADHANI	Pakistan	60%

\* The institution and degree programme listed reflects where the student held an unconditional firm offer. All information was correct at the time of going to print.

# 95%

of students completing an academic programme passed

# 85%

of successful students progressed to a known university degree

▼ University Placement Fair at the INTO Centre



# Careers and employability

In today's competitive global employment market, you need more than a strong academic qualification to achieve graduate success. Employers are also looking for evidence of skills and experiences, many of which can be gained through studying overseas, which will help you to stand out from the crowd.

## **Progress to a top university for employability**

Successful completion of an academic preparation programme offers guaranteed progression to a wide range of UK universities, many of which are top ranked for employability and their award-winning careers support.

## **Work placements and internships**

Undertaking a work placement or internship as part of your degree is a good way of gaining valuable work experience. It provides insights into the real world of work and an opportunity to apply the skills and knowledge you have already and to develop them further. When you're choosing your degree, thinking about work placement opportunities may be a key consideration.

## **Volunteering and charity work**

Volunteering is an excellent way to enhance your student experience, as well as developing skills and experience valuable for work and study. When you progress to your degree, the University's Careers Service will be able to provide you with details of volunteering opportunities.

While studying at INTO London you can also get involved with our charity, INTO Giving – which helps transform lives by supporting educational projects around the world. Students are actively encouraged to join in and help with fundraising events.

Find out more at:

[www.facebook.com/into.giving](http://www.facebook.com/into.giving)

## **A global city**

London has the largest economy of any city in Europe and, alongside New York, is one of the biggest financial centres in the world. It is also a global centre for culture, fashion, media, sport and much more. You will be surrounded by world-leading organisations, global brands and international financial institutions, providing invaluable opportunities for research and employment.

Study in London with major global employers on your doorstep

Progress to a university that offers a work placement or internship as part of your degree

▼ Bright, modern classrooms



▼ Classrooms equipped with modern technology



Regular progress reports to ensure that you remain on track to achieve your academic ambitions

# Tailored teaching

Our students have gone on to graduate from some of the world’s leading universities. Their success is due to the ideal study environment we offer, which combines modern facilities, university-style teaching and access to the latest e-learning technology.

### Academic excellence

At INTO London our teachers have experience of helping international students to prepare for university success. You will benefit from small class sizes and university-style teaching, and receive regular progress reports to ensure that you remain on track to achieve your academic ambitions.

As well as developing your English language skills and academic knowledge, our courses are designed to ensure you develop skills in critical thinking, research and independent learning - everything you need to be successful at university.

Our English language teaching is accredited by the British Council. This not only guarantees that all of our teachers have the appropriate qualifications, but also ensures that you receive the right quality of teaching as you develop your English language skills.

### When are classes?

Classes will be timetabled between the following hours, except on UK public holidays. The timetable will allow for breaks and lunch:

#### Class timetable

Day	Class hours
Monday	9.15am-5.15pm
Tuesday	9.15am-5.15pm
Wednesday	9.15am-5.15pm
Thursday	9.15am-1.15pm (Thursday afternoon is left free to allow time for progression activities)
Friday	9.15am-5.15pm

“The classrooms at INTO London are big and it’s a very modern environment! You go into a classroom and there’s an interactive whiteboard, so the technology available is very good and it’s very easy to use.”

Tom Alder, English for Academic Purposes Teacher

Accredited by the



for the teaching of English



University-style teaching with small class sizes

**2nd**  
best city for students in the world  
(QS Best Student Cities 2013)

✈️  
Excellent transport links make it easy to explore  
the rest of the UK and Europe.

▼ The Gherkin, City of London



▼ London has more than 3,000 parks and open spaces



▼ Spitalfields Market



▼ Mile End tube station



▼ Tower Bridge



# About London

London is one of the most exciting and diverse cities in the world. A financial hub and cultural centre, London is the perfect study destination. More than 300 different languages are spoken in the city and one in four Londoners are born outside the UK, making London 'a world in one city'.

## Central London location

Located at Mile End Road and opposite Queen Mary, University of London, the Centre is within walking distance of a wide variety of student-friendly restaurants and bars - many of which can be accessed via the picturesque Regent's Canal.

## Excellent transport links

INTO London has excellent public transport links. Mile End tube station is less than a five-minute walk from the Centre and offers connections across London via the Central, District and Hammersmith and City underground lines. You can be on Oxford Street or Covent Garden in just 15 minutes. In the opposite direction, the Stratford Olympic Park and the recently opened Westfield Stratford City, Europe's largest urban shopping complex, can be reached in less than 10 minutes. Mainline railway stations including Blackfriars, Cannon Street, Euston, Fenchurch Street, King's Cross, Liverpool Street, Paddington, St Pancras, Stratford, Stratford International and Victoria can all be reached directly from Mile End by underground.

## Something to offer everyone

You are also just a stone's throw away from the delights of trendy east London. Whether it's visiting one of the many bars or restaurants of fashionable Shoreditch, browsing the independent stalls at Spitalfields Market, enjoying some fresh air in nearby Victoria Park or having a curry on the world-famous Brick Lane, you will be spoilt for choice.

# No.1

most influential city  
in the world (Forbes  
magazine, 2014)



Explore the city of London:  
[www.intohigher.com/into-london/london](http://www.intohigher.com/into-london/london)



▼ Student trip to the London Eye



▼ The Kitchen, INTO Centre



▼ Westfield Shopping Centre is one tube stop from the Centre



Explore London and  
make friends through  
our social programme

# Student life

While your studies will take priority at INTO London, involvement in non-academic activities is also important to help you adjust to life in the UK and develop a network of friends. Our extra-curricular programme will help you enjoy life as a student to the full.

## Social programme

We organise a diverse programme of social activities to help you do just this. It includes trips to places of interest in London, and events in and around the city.

Recent trips at INTO London have included:

- Buckingham Palace
- The London Eye
- Hampton Court Palace
- museum trips
- boat trips to Greenwich
- London Fashion Week
- Cirque du Soleil
- ice skating.

## Other activities

The Centre will also organise regular sporting activities, such as football matches, as well as its own social events for students. Popular student parties include celebrating Halloween, Christmas, Chinese New Year and Eid.

We work to keep the cost of the social programme to a minimum. In-Centre social activities carry a booking fee of £1. Most visits across London require only minimal travel costs, using either tube or bus. Throughout the year we also react to student demand and help to organise student-led events, which may require students to pay more, but these events are not core to the social programme.

## Explore London

- Hundreds of museums, galleries and music venues, many with free public access.
- Access to an unparalleled array of academic resources, including a wealth of world-renowned libraries, museums and research institutes.
- A top destination for shopping with Oxford Street, Covent Garden and the new Westfield Shopping Centre nearby.
- A variety of restaurants offering cuisines that reflect the city's multicultural population.
- Excellent transport links make it easy to explore the city, the UK and Europe.
- One of the greenest capitals in the world, with more than 3,000 parks and open spaces.

See student life at INTO on Instagram:  
[www.instagram.com/intolondon](https://www.instagram.com/intolondon)



# 100s

of museums, galleries and music venues, many with free public access



“The interactive methods of teaching make it fun to learn.”

Anahita Rattha, India



▼ Computers in the Learning Resource Centre

▲ Football table in the 'Play' area



# A day in the life

International Foundation student Anahita Rattha from India talks about a typical day at INTO London.

## Morning

### 8.00am

I normally wake up and make myself some cereal and coffee before getting ready for my first lesson, which begins at 9.15am. Sometimes if I am feeling too lazy to make food for myself, I come downstairs to 'The Kitchen' and grab a snack.

### 9.00am

I attend my classes until 11.15am. Lessons at INTO London are interactive and informative. Lectures are conducted twice a week and seminars follow them. The teachers use interactive methods of teaching which makes it fun and interesting to learn.

## Afternoon

### 12.00pm

For lunch my friends and I sometimes cook in my room. There are also lots of restaurants nearby to choose from which offer different cuisines. If we have time before our classes in the afternoon we can go and relax in the 'Play' area.

### 1.00pm

After lunch we have a lesson, which is usually two hours long. My favourite part of the course is the law module. It's very interesting and we get to study different cases. There is a lot of interaction and opinions shared during the classes. Lessons are made fun with activities that experiment with different ways of learning. All the teachers are very approachable and are always ready to provide extra help whenever required. In the middle of the lesson when we have reached saturation point we get a break of 10 minutes, after which we are fresh to learn again. The style of teaching in the UK is good - our teachers try their hardest to make it interesting for us and to keep us awake and alert; they are very supportive and helpful.

## Evening

### 5.00pm

After class I try to get all of my homework done so that I am free in the evening to socialise and catch up with my friends at home. The Centre has a portal called Moodle, where all lectures, homework and lessons are uploaded in order to help students revise and complete work at home.

### 10.00pm

Before going to bed I sometimes watch TV in the common room or play ping-pong in the Centre.



“Located at the Welcome Desk, the INTO London Student Services team is your one-stop-shop. We are here to answer all your queries and provide the support you need. As well as encouraging all our students to study hard and achieve your academic goals, we also want you to enjoy your life in London!”

Amy Pu, Head of Student Services



Airport pickup service from the London airports to your accommodation

# Student support

Choosing to study at INTO London means embarking on a life-changing journey and the extensive support network is there to guide students every step of the way. Whether it's support with applications, essential information to prepare for arrival, or help settling in to student life, support services are there to help.

## Applications

Your first point of contact is likely to be with one of INTO's education counsellors in your home country. Always happy to help, they recognise the importance of the choices available to you and have in-depth knowledge of the INTO Centre, the universities and the courses on offer. They will gladly answer any questions and assist you with the application process.

For further information see page 76.

## Students who are under the age of 18

Before the Centre accepts a student younger than 18 years of age, parents must sign a consent form agreeing the outlines of the INTO Under 18 Policy. Relevant forms will be sent to parents and the student with confirmation documents. No student will be accepted at the Centre without completing and returning these forms before the start of the course.

A copy of INTO's Under 18 Policy is available on request.

## Coming to the UK

Once an offer has been accepted, a pre-departure guide containing practical information will be sent out to help prepare you for travelling to the UK, arrival in London and course enrolment.

The guide is also available as a mobile app.

Download the pre-departure guide:

[www.intohigher.com/london/pdg](http://www.intohigher.com/london/pdg)

## Airport pickup service

An airport pickup service from the London airports is available for an additional charge.

## Pastoral care

INTO is dedicated to ensuring safety and support for students. On arrival, the Student Services team will provide guidance on settling in to student life in London and will remain the first point of contact throughout and for any non-academic issues.

Support services offered include:

- a comprehensive orientation programme during your first week
- 24-hour emergency telephone number
- Language Advisers who can help students with a low level of English
- live-in Residential Assistants within student residences
- visa and immigration support, including workshops and individual appointments
- support for students with disabilities
- student clubs and social programmes.

## Monitored attendance

Good attendance is key to academic success. INTO London expects students to attend all academic sessions. Student attendance is monitored carefully and where attendance is not satisfactory, the Centre has an absence procedure.

The Centre has an additional obligation to report to UK Visas and Immigration any changes that may affect the terms of an international student's visa, including absence from the programme.

## Supervision for under 18 students

During lessons, students' attendance is monitored by their class tutors, as well as the Centre's designated Welfare Officer. Any absences are followed up within an hour of the register being taken.

Outside of lesson hours, students are unsupervised but are advised to follow the Centre's Code of Conduct in their Student Handbook as well as the U18 policy, which is given on arrival. In case of emergency, students are advised to call the Centre's 24/7 emergency phone and a member of Student Services team will be able to assist.

## Supporting your university application

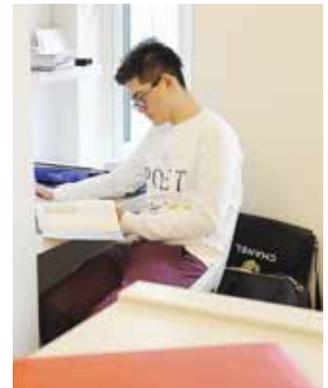
Our dedicated Student Placements Officer will provide you with practical advice on the study options available to you and assist you with completing your university application.

- One-to-one student counselling to help you select the most appropriate course.
- Practical advice and assistance with all stages of the university application process.
- Preparation for university interviews, including practice interviews.
- Assistance with attending university open days and higher education fairs, including the annual University Placement fair at the Centre.
- Opportunities to attend talks delivered by former INTO students.
- Access to university prospectuses in the Learning Resource Centre.



Download the pre-departure guide app:  
[www.intohigher.com/into-london/app](http://www.intohigher.com/into-london/app)

▼ Single study-bedroom, Stratford ONE



▼ Integrated kitchen, Scape East

▲ Study-bedroom, Scape East



See page 82 for accommodation prices



# Accommodation

As a student at INTO London you can choose from a variety of accommodation options, including student residences, or carefully selected homestay accommodation.

## Scape East Mile End

Located in the Centre, Scape offers a unique live-learn environment. The accommodation is offered on a self-catered basis. You will live alongside other international and UK students in self-contained flats. Every room benefits from modern design with space-saving storage, large windows to let in natural light, a luxurious en suite bathroom with an oversize power shower, and an integrated kitchen.

Communal areas and organised activities make it easy to socialise. There are also dedicated quiet areas if you want to study away from your room, and Wi-Fi is available throughout the building.

With a 24-hour reception, as well as CCTV, you will feel secure. Your everyday essentials are taken care of with laundry facilities, secure bicycle storage, two restaurants as well as a take-away option.

## Stratford ONE

Positioned within the Olympic Park, Stratford ONE is next door to Westfield Shopping Centre. Shops, restaurants, bars and a gym are all minutes from the accommodation.

The accommodation is three minutes' walk from Stratford International station (DLR line) and less than 10 minutes' walk from Stratford mainline and underground station. Rooms include: individual room, private bathroom, kitchen facilities, utility bills, and Wi-Fi. The building offers: a common room, on-site laundry room available 24-hours a day, quiet study areas, roof terrace with panoramic views, secure bike storage, 24-hour security and secure door entry systems.

## The Craft Building

The Craft Building is a newly refurbished residence in zone 1 and is conveniently located near to Aldgate East and Whitechapel underground stations, which are less than a 10-minute journey from the Centre.

All rooms are of a high standard and offer the choice of either premium en suite or classic en suite rooms, which are offered in clusters of eight and share generous and well-equipped kitchens.

## Homestay

We offer a variety of homestay options ranging from bed and breakfast to self-catering, with locations throughout London.

This is a unique opportunity to experience British life and culture first-hand. You will share mealtimes (both breakfast only and half-board options available) and all other facilities in the home that you need, including the communal bathroom and laundry facilities.

Homestay is arranged by a British Council registered agency.

## Supervision for under 18 students

If living in INTO managed accommodation or Homestay, students who are under 18 have access to support from residential wardens or homestay hosts respectively.

“The most convenient thing about living at Scape East is that the INTO Centre is right underneath you. The closet space is quite big and you have plenty of space for you to do your own activities in your room, as well as to study.”

Dinesh Pertash, Malaysia



Unique live-learn environment at the Centre



Take a tour of the accommodation:  
[www.intohigher.com/into-london/accommodation](http://www.intohigher.com/into-london/accommodation)



We have a wide range of progression options in London and throughout the UK

# About university progression

"As the Student Placements Officer I work closely with students to guide them through the UCAS process, giving workshops and counselling sessions to support their placement to an affiliate university. I support them from day one until the successful completion of their course with us, providing support on personal statements, application preparation and organising visits to and from our affiliate university network."

Hayley Boyes, Student Placements Officer

100%

guaranteed progression  
for all successful students



53

UK universities attended the first  
Placement Fair in January 2014

# Progression options

INTO has an exceptional track record of preparing international students for university success. Over the last six years we have helped more than 12,000 students achieve their academic goals. Our INTO London Centre offers you a guaranteed pathway to a wide range of leading universities in London and beyond, once you have passed the programme and achieved the required standard for your chosen university.

## Wide university recognition

Our International Foundation programme is recognised by 86 UK universities, and successful completion of the Graduate Diploma programme offers you a suitable pathway to an appropriate degree at a selected university.

Through the dedicated Student Placement service, you will benefit from our extensive network of universities, and our wealth of experience in guiding students through the admissions process. In the first term you will undertake a comprehensive range of activities to prepare your university applications, including personalised help in selecting your course and institute.

You will also have the opportunity to meet universities when they visit the Centre for the University Placement Fair, which will allow you to finalise your shortlist of university applications. The Student Placement Officer based within the Centre will then continue to support you until you complete your course and transfer to your final university.

## Progression on a case-by-case basis

In addition to the UK universities who recognise the International Foundation, there are a number of highly ranked universities who welcome applications on a case-by-case basis from suitably qualified students. If you are interested in one of these institutions listed on the right, then please contact the Student Placements team via:

[student-placements@into.uk.com](mailto:student-placements@into.uk.com)



1



- MBA, MSc and undergraduate courses in business, finance and management.
- Modern 'University of the Year' 2014 and 2015 in The Times and The Sunday Times Good University Guide.
- Strong link with industry - Number 1 UK university for working with business.

2



- Ranked 12th in the UK and 102nd in the world (THE Rankings 2013-2014).
- Beautiful green parkland campus just 40 minutes from central London.
- Top 20 UK university for Psychology and Media Arts, Earth Sciences and Music.

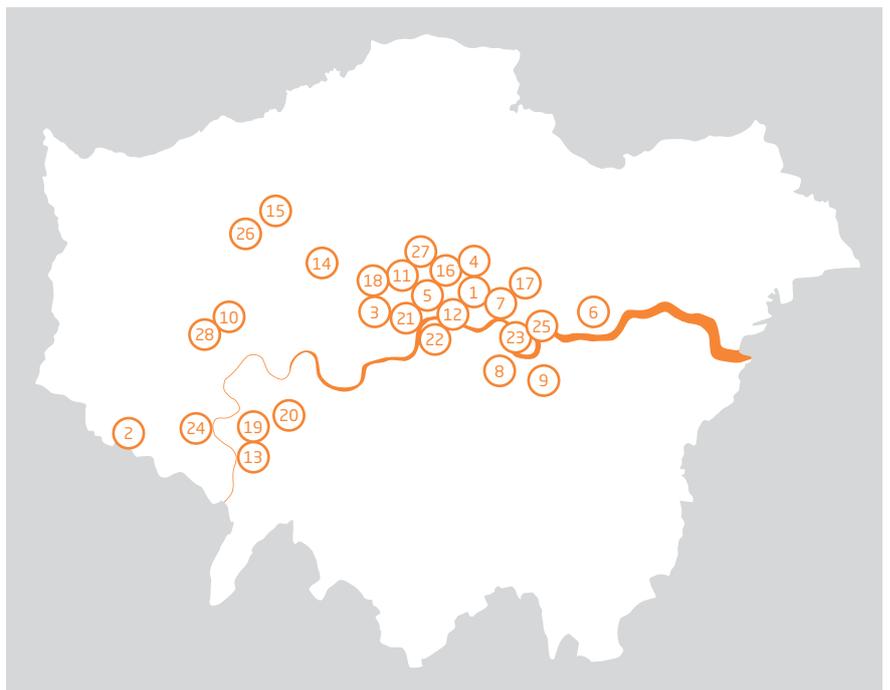
3



- Over 4,000 international students from 150 nations.
- Study in London: the UK's major centre for business, law, science and architecture.
- Close links with industry and business, and extensive placement opportunities.

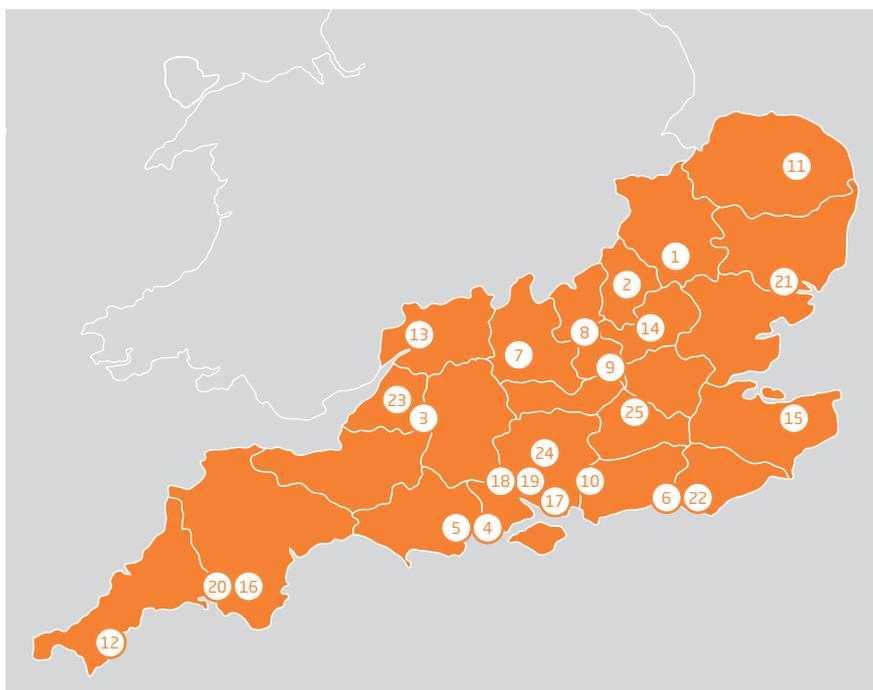
# London

4 <b>BANGOR BUSINESS SCHOOL</b> LONDON CENTRE	5 <b>Birkbeck</b> UNIVERSITY OF LONDON	6 <b>UEL</b> University of East London LONDON   UNITED KINGDOM	7 <b>GCU</b> London
8 <b>Goldsmiths</b> UNIVERSITY OF LONDON	9 <b>UNIVERSITY</b> of GREENWICH	10 <b>GSM</b> London	11 <b>HULT</b> International Business School GET PLUGGED IN TO THE WORLD
12 <b>ifs</b> University College <i>Incorporated by Royal Charter</i>	13 <b>Kingston</b> University London	14 <b>LONDON</b> metropolitan university	15 <b>Middlesex</b> University London
16 <b>northumbria</b> UNIVERSITY NEWCASTLE London	17 <b>Queen Mary</b> University of London	18 <b>REGENT'S</b> UNIVERSITY LONDON	19 <b>RICHMOND</b> THE AMERICAN INTERNATIONAL UNIVERSITY IN LONDON
20 <b>University of</b> <b>Roehampton</b> London	21 <b>SOAS</b> University of London	22 <b>London South Bank</b> University	23 <b>University of</b> South Wales London
24 <b>St Mary's</b> University Twickenham London	25 <b>University of</b> <b>Sunderland</b> London Campus	26 <b>UCFB</b> WEMBLEY	27 <b>University of</b> <b>ULSTER</b>
28 <b>UNIVERSITY OF</b> <b>WEST LONDON</b> ConnectEd.			



# Southern England

1  Anglia Ruskin University Cambridge & Chelmsford	2  University of Bedfordshire	3  BATH SPA UNIVERSITY	4  ARTS UNIVERSITY BOURNEMOUTH
5  Bournemouth University	6  University of Brighton	7  OXFORD BROOKES UNIVERSITY	8  THE UNIVERSITY OF BUCKINGHAM
9  bucks new university	10  University of Chichester www.chi.ac.uk	11  University of East Anglia	12  FALMOUTH UNIVERSITY
13  UNIVERSITY OF GLOUCESTERSHIRE	14  University of Hertfordshire	15  University of Kent	16  STUDY WITH PLYMOUTH UNIVERSITY
17  University of Portsmouth	18  UNIVERSITY OF Southampton	19  Southampton SOLENT University	20  University of St Mark & St John
21  UCS University Campus Suffolk	22  University of Sussex	23  UWE BRISTOL University of the West of England	24  THE UNIVERSITY OF WINCHESTER



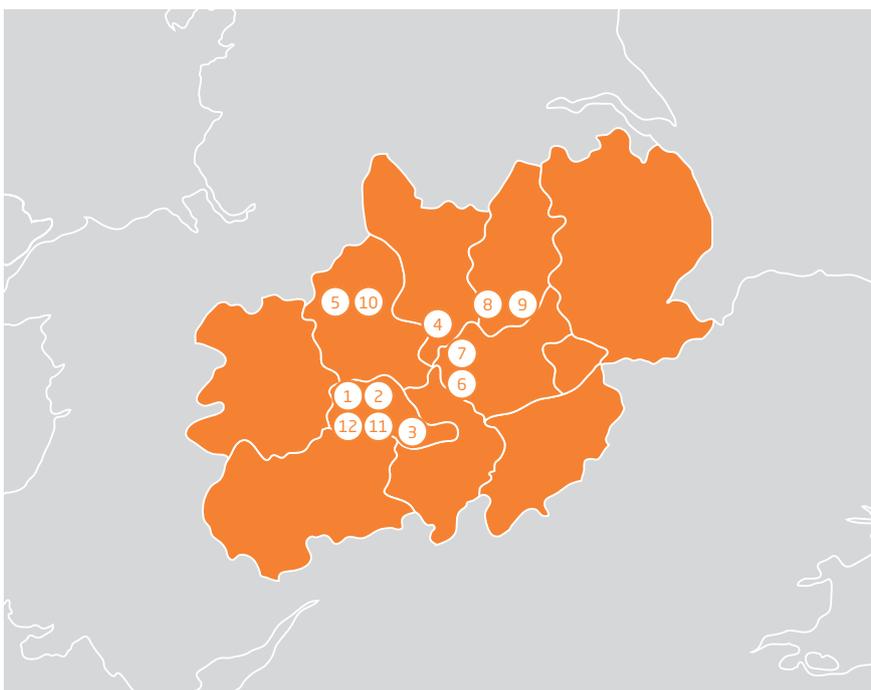
25



- 6th in the UK (Guardian University Guide 2015).
- 2,300 placement partners through the long-established Professional Training Placement programme.
- 97% of Surrey's 2013 graduates were in work or further education 6 months after graduation.

# Central England

1 UNIVERSITY OF BIRMINGHAM	2 	3 	4 
5 	6 	7 	8  <small>UNITED KINGDOM · CHINA · MALAYSIA</small>
9 	10 	11 	



12

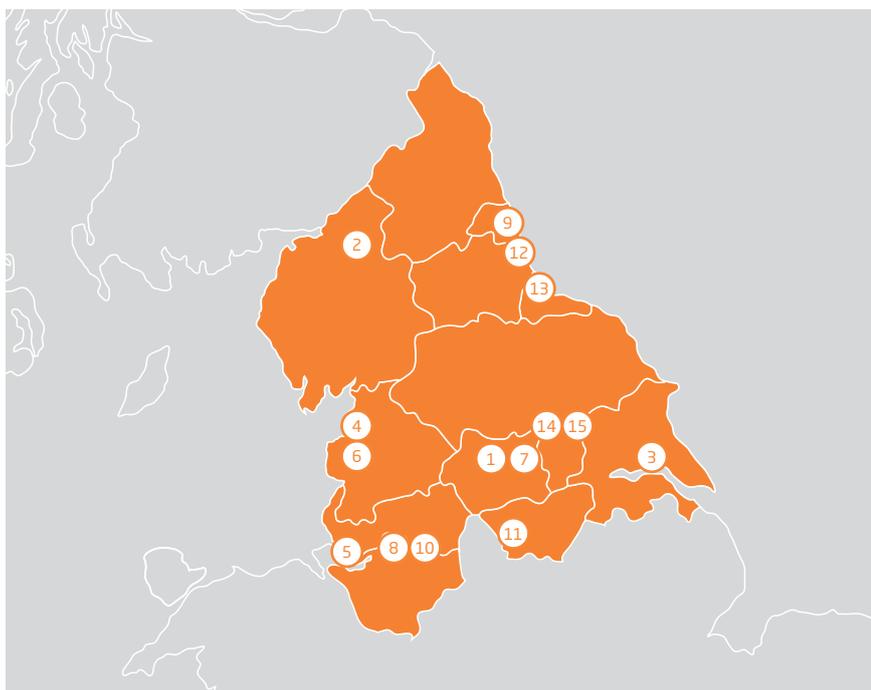


**Aston University**  
Birmingham

- Ranked in the Top 30 in the UK in the 2015 University guides.
- High student satisfaction according to the National Student Survey.
- Top 10 UK university for graduate employability.

# Northern England

1  UNIVERSITY of BRADFORD	2  University of Cumbria	3  UNIVERSITY OF Hull	4  Lancaster University
5  UNIVERSITY OF LIVERPOOL	6  uclan <small>University of Central Lancashire</small>	7  LEEDS BECKETT UNIVERSITY <small>United Kingdom</small>	8  Manchester Metropolitan University
9  northumbria <small>UNIVERSITY NEWCASTLE</small>	10  University of Salford <small>MANCHESTER</small>	11  Sheffield Hallam University	12  University of Sunderland
13  Teesside University	14  York St John University		



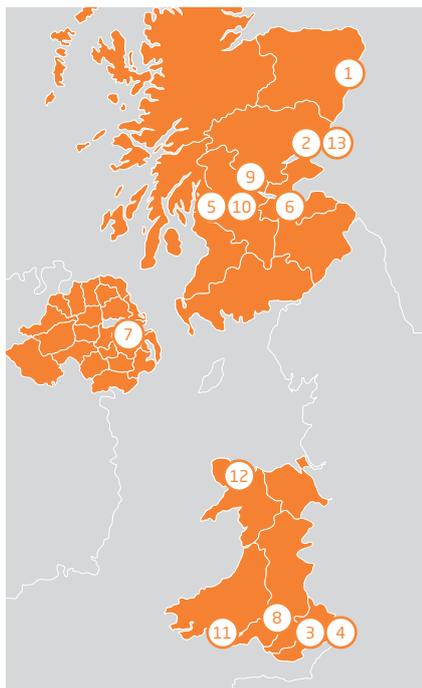
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UNIVERSITY of York

- Consistently high rankings for teaching and research.
- Truly global community with students and staff from around the world.
- Student support network provides advice on improving skills for employment.

# Scotland, Northern Ireland and Wales

<p>1</p>  <p>UNIVERSITY OF ABERDEEN</p>	<p>2</p>  <p>Abertay University</p>	<p>3</p>  <p>Cardiff Metropolitan University   Prifysgol Metropolitan Caerdydd</p>	<p>4</p>  <p>CARDIFF UNIVERSITY   PRIFYSGOL CAERDYDD</p>
<p>5</p>  <p>GCU Glasgow Caledonian University</p>	<p>6</p>  <p>Queen Margaret University EDINBURGH</p>	<p>7</p>  <p>Queen's University Belfast</p>	<p>8</p>  <p>University of South Wales London</p>
<p>9</p>  <p>UNIVERSITY of STIRLING</p>	<p>10</p>  <p>University of Strathclyde Glasgow</p>	<p>11</p>  <p>Swansea University Prifysgol Abertawe</p>	



12



PRIFYSGOL BANGOR UNIVERSITY

- One of the oldest and most prestigious degree-awarding institutions in the UK.
- Top 350 of World Universities in the Times Higher Education Supplement.
- Ranked No.1 for Accounting, Banking and Finance research and No.2 for Electronic Engineering research.

13



UNIVERSITY OF DUNDEE

- One of the world's top 200 universities (THE World University Rankings 2014).
- No. 1 in Scotland for the 5th year (THE Student Experience Survey 2010-2014).
- Highest average graduate starting salaries in Scotland (The Sunday Times University Guide 2012).

# Your gateway to Europe

If you are considering studying in Europe for your Bachelor's or Master's degree, INTO London has developed a range of progression opportunities within European universities and colleges who teach their entire degree programmes in English. Studying in London offers you the opportunity to improve your English, prepare academically for university and experience living in one of the world's most cosmopolitan cities.

1



**César Ritz**  
COLLEGES  
SWITZERLAND

- Study in Switzerland following high-quality programmes in hotel, tourism and culinary management education.
- Graduate with a double Bachelor's from César Ritz and Washington State University.
- International Recruitment Forums, offering career opportunities worldwide.

2



**UCC**  
University College Cork, Ireland  
Coláiste na hOllscoile Corcaigh

- One of Ireland's oldest universities - established in 1845 as one of the three Queen's Colleges.
- Ranked among the top 2% of universities worldwide.
- A wide range of courses in business, engineering, food science, law, medicine and sciences.

3



**GRIFFITH COLLEGE**

- Established in 1974 and Ireland's largest independent higher education institution, with campuses in Dublin, Cork and Limerick.
- Over 7,000 students including 1,600 international students.
- Wide range of degrees in accounting, business, computer science, design and law.

4



**IUBH**  
International University of Applied Sciences  
Internationale Hochschule  
School of Business and Management

- Study at one of Germany's leading private universities.
- Undergraduate degrees focused around aviation, events, international tourism and marketing.
- Postgraduate programmes in international management, tourism, logistics and MBA.

5

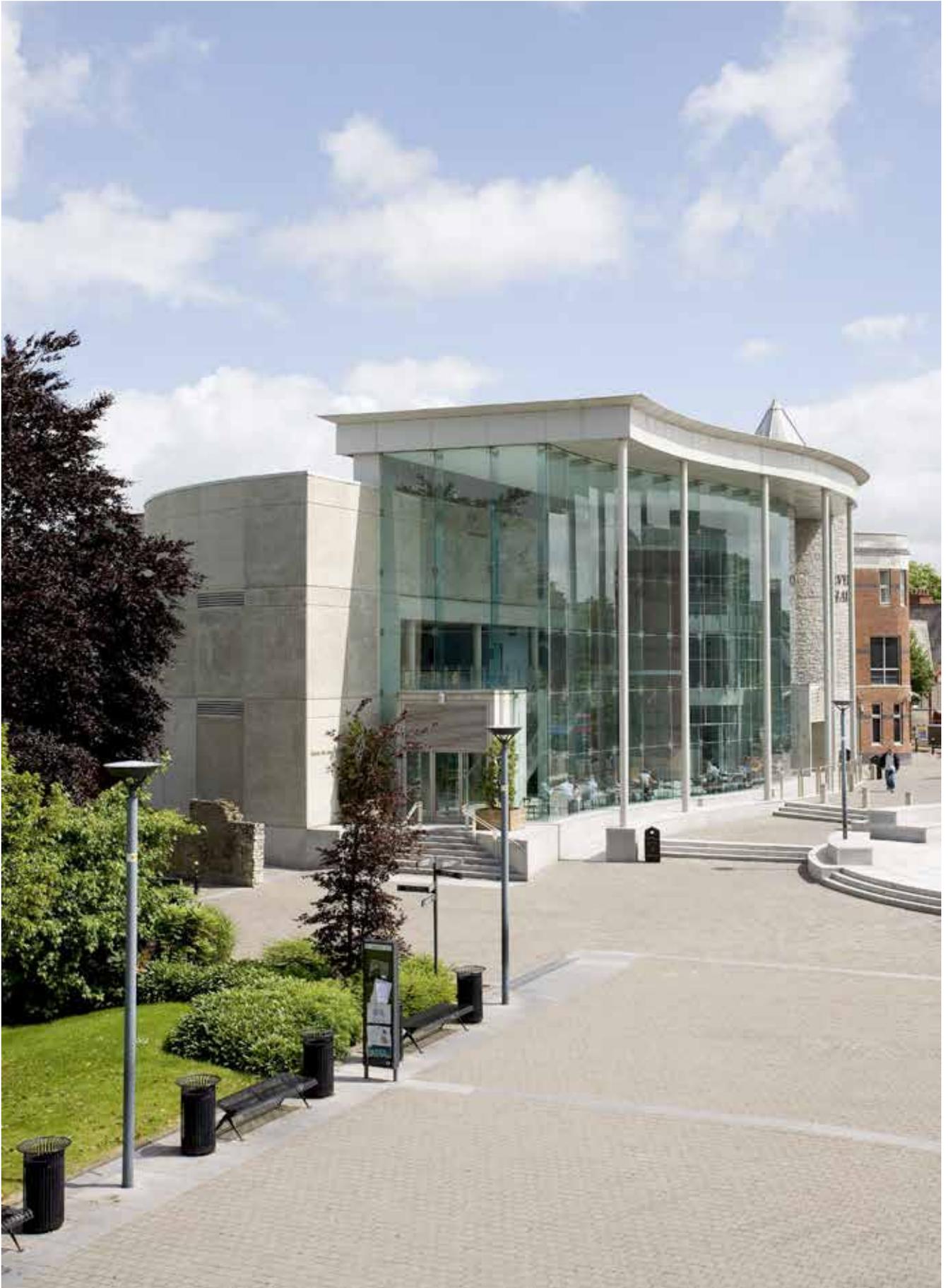


**ISM**  
INTERNATIONAL SCHOOL OF MANAGEMENT  
University of Applied Sciences

- A state-recognised, non-profit private university, which ranks among Germany's leading private business schools.
- Campuses in Cologne, Dortmund, Frankfurt, Hamburg and Munich.
- Choose from one undergraduate and four postgraduate degrees - with the opportunity to study at one of ISM's 160 partners.



▼ UCC Campus, Cork





A range of academic programmes to  
prepare you for university success



# About our courses



Small class sizes and high contact hours

Flexible English language courses, with both year-round and summer options

# Choosing your course

INTO London offers a wide range of academic programmes and English language courses designed specifically for international students. The courses will help you adapt to living and studying in a UK university environment, and prepare for entry to a leading university.

INTO course	Start dates	English language requirements*	Length	Progression options
International Foundation	June, September and January	From IELTS 4.0 to IELTS 4.5 depending on course length	3 or 4 terms	Year 1 undergraduate degree
Graduate Diploma	September and January	IELTS 5.5 (with a minimum of 5.5 in all subskills) or equivalent	3 terms	Master's degree
English for University Study	September, January, April and June	From IELTS 3.0 (with a minimum of 3.0 in writing) or equivalent	Minimum of one term	Any INTO academic programme
General English	Flexible - both year-round and summer	Elementary to advanced	2-48 weeks	English for University Study or any INTO academic programme

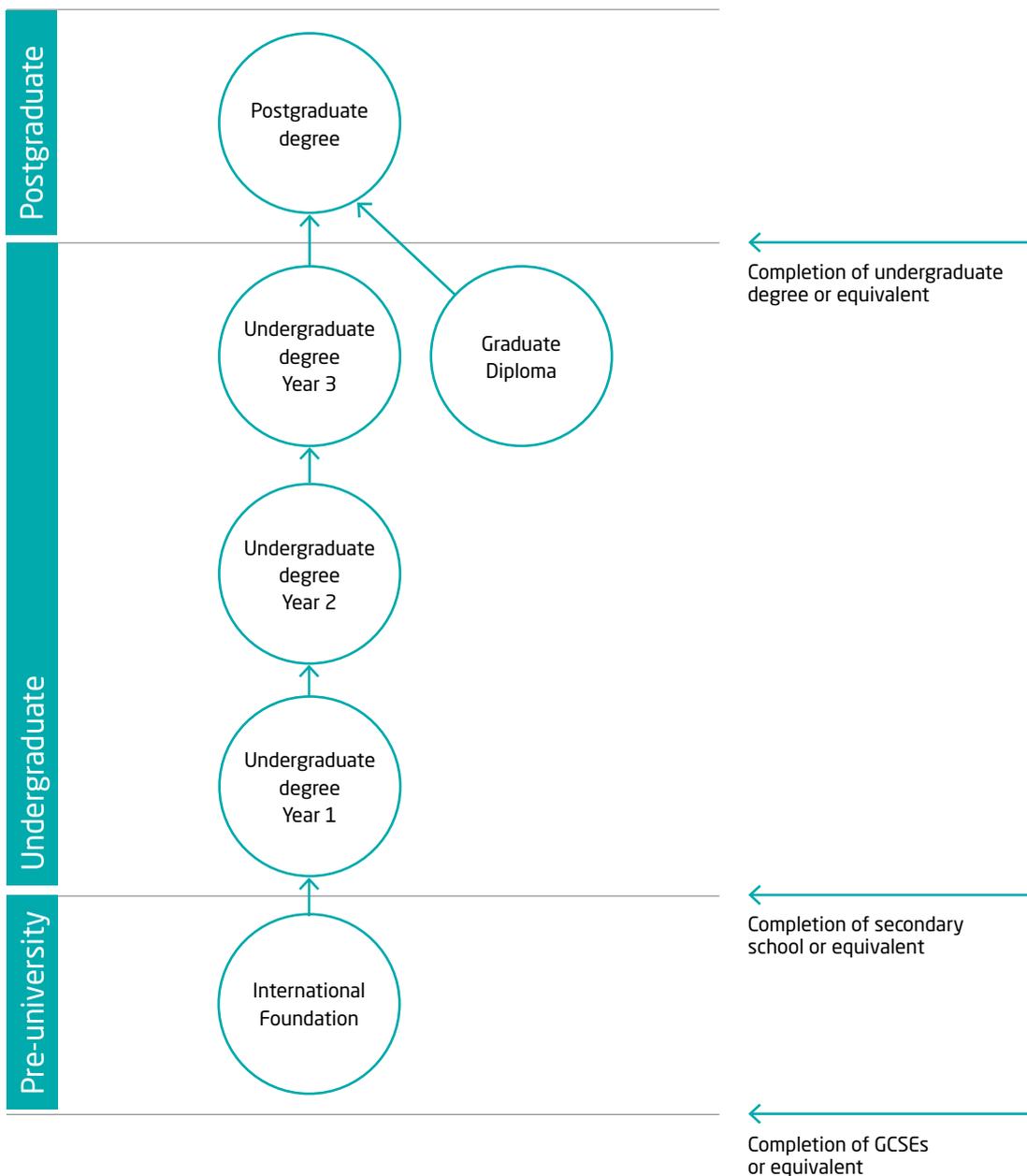
\* The above information is only a guide. Depending on the course, in addition to meeting the overall IELTS requirement you may need to achieve specific scores in specified subskills. Please see the relevant course page for full details.

"INTO London is a prime destination for international students. We offer a wide range of courses that prepare students at the start of their academic journey in an English speaking environment. With our network of affiliate universities, we can guide and support our students in making the right choice for their future."

Rosie Gerrard-Wright, Academic Director



Whatever your academic ambitions, our university-accredited preparation programmes will help you to make the transition to the British education system and progress to your chosen degree at a UK university. If you do not meet the minimum English language requirements, we offer a range of English language courses to prepare you for university study.



# International Foundation

The International Foundation programme prepares you for direct entry to the first year of an undergraduate programme at a choice of leading UK universities. There are five pathways: Accounting and Finance; Art, Design and Media; Business, Management and Law; Hospitality, Events and Tourism; and Science and Engineering.

### What is the International Foundation?

If you have completed secondary education in your home country, the International Foundation programme provides academic preparation comparable to UK high school graduates, and also ensures that you meet the minimum English language requirement for entry to the first year of your chosen degree programme.

The programme combines academic study, intensive English language preparation, study skills and cultural orientation. Successful completion of the Foundation programme leads to an award which is recognised by 86 UK universities.

### What is special about the programme?

- Quality-assured, university validated programme.
- Wide university recognition offering a choice of progression options.
- Guaranteed university placement for all successful students.
- High contact hours and small class sizes.
- Regular assessment to monitor your progress and ensure you achieve your academic goals.
- Professional support and guidance with university applications.

### What if I do not meet the minimum English language requirements?

Lasting four terms, the Extended Foundation programme incorporates a term of intensive English language tuition at the beginning of the course, allowing you to begin your course and improve your English to a level appropriate for academic study. You will be required to pass the initial English language component before progressing to the next stage of the programme. Examples of the combined programmes are set out in the diagram below.

If you need to study more than one term of English in order to reach the level necessary for academic study, you should apply for English for University Study. See page 70 for further information.

### How is the programme validated?

The International Foundation is quality assured and validated by the University of Gloucestershire. Successful completion leads to the award of Certificate in Foundation Studies, which is equivalent to Level 3 on the National Qualification Framework (NQF), and is recognised as suitable for undergraduate level entry at a wide range of UK universities.

### Key features

#### Flexible programme that caters for students with different language levels

The International Foundation programme has been specifically designed to cater for students with different English language capabilities. If your English language level exceeds the minimum entry requirement you may be able to replace some academic English credits with additional academic modules.

#### Teaching and learning styles

All academic subject modules will be taught using a lecture and tutorial process that mirrors the style of teaching that you will encounter in university courses. Traditional teaching methods are supported by extensive e-learning provision.

#### Extensive choice of degree subjects

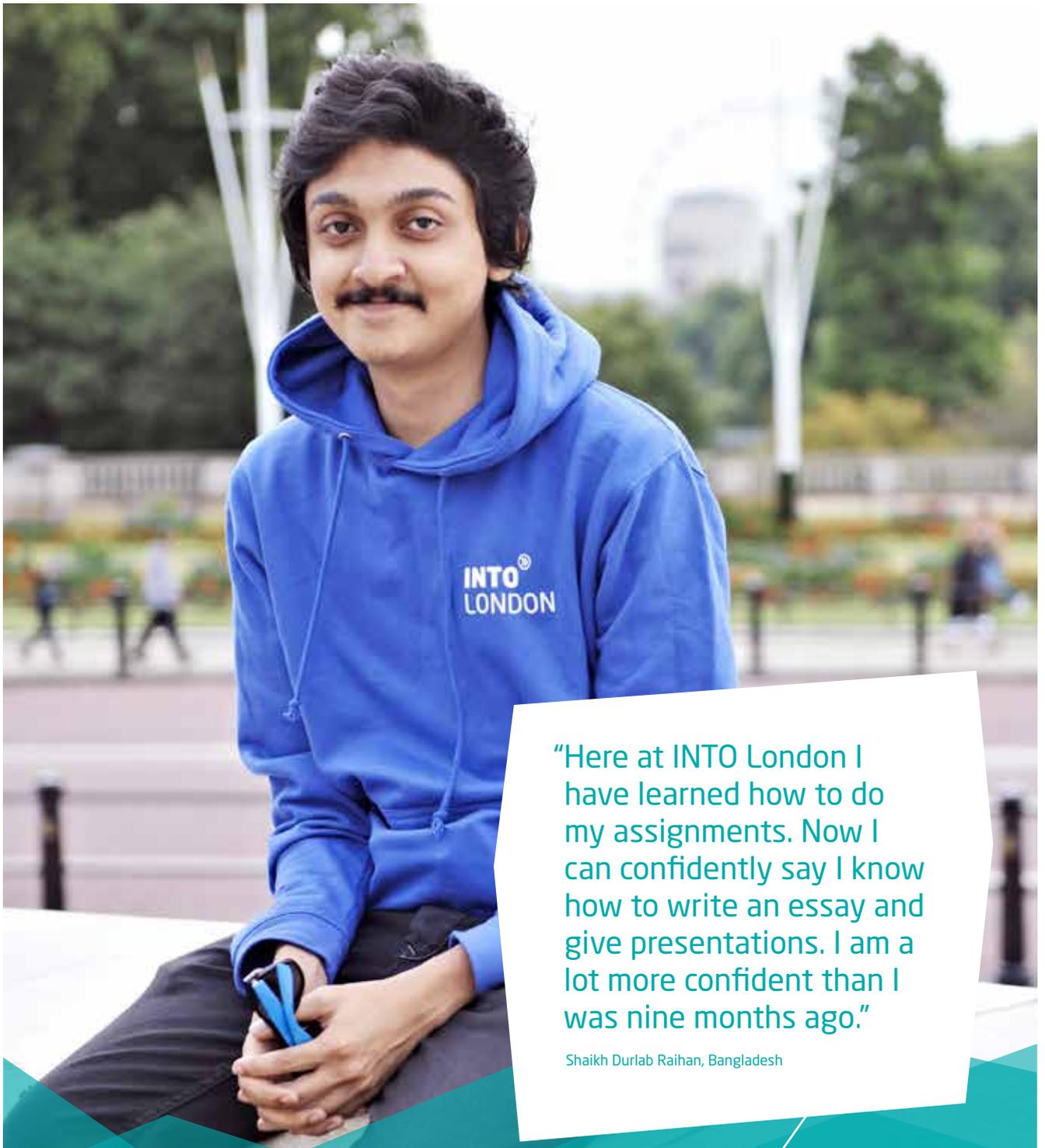
Choose from a wide range of undergraduate degrees, including popular subjects such as accounting and finance, architecture, business, economics, fashion, finance, international relations, law, logistics, management, mathematics, media, product design, psychology, and most branches of engineering and science.

For details of the study options available to you, see the progression grid on the relevant pathway pages.

### Recommended study plan and progression route

2015												2016												2017						
APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY					
			IELTS 4.0 Extended International Foundation programme (4 term)															Undergraduate degree Year 1												
			IELTS 3.5 EUS				IELTS 4.0 Extended International Foundation programme (4 term)															Undergraduate degree Year 1								
			IELTS 4.0 EUS				IELTS 4.5 International Foundation programme (3 term)															Undergraduate degree Year 1								
							IELTS 4.0 EUS				IELTS 4.5 International Foundation programme (3 term)															Undergraduate degree Year 1				

EUS: English for University Study



“Here at INTO London I have learned how to do my assignments. Now I can confidently say I know how to write an essay and give presentations. I am a lot more confident than I was nine months ago.”

Shaikh Durlab Raihan, Bangladesh



**2013**  
Arrived at INTO London

**2014**  
Completed the International Foundation

**2014**  
Offer to study Law at the University of Westminster

# International Foundation

## Accounting and Finance

The table below provides details of the modules that you will study as part of your International Foundation programme. All students complete a common core, which includes modules in academic English and study skills. Your choice of academic modules will depend on your level of English and proposed destination degree programme and university.

### International Foundation in Accounting and Finance (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>Academic Skills for Foundation Study (15 credits)</li> <li>English Language for Foundation Study (15-45 credits)</li> <li>Study Skills for Foundation Study (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Economics (15 credits)</li> <li>Financial Information Systems (15 credits)</li> <li>Introduction to Accounting (15 credits)</li> <li>Introduction to Finance (15 credits)</li> <li>Mathematics and Statistics for Business, Finance and Social Subjects (15 credits)</li> </ul>

See page 60 for descriptions of core and specialist modules for this pathway.

#### Leading to Year 1 of a wide range of degrees including:

Accounting and Finance; Banking, Finance, and Investment; and Economics.

For details of the study options available to you, please see the progression grid opposite.

Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

#### Key course facts

##### Start dates

June, September and January

##### Programme length

3 terms or approximately 9 months  
4 terms or approximately 12 months

##### Class hours

Up to 24 hours per week

##### Age requirement

16 years and above\*

##### Academic entry requirements

Completion of 12 years of schooling (or the local equivalent to meet the same standard) with good grades.

##### Awarding body

The Certificate in Foundation Studies is validated by the University of Gloucestershire.

##### English language entry requirement

3 term: IELTS 4.5 (with no less than 4.0 in any subskill) or an equivalent.

4 term: IELTS 4.0 (with no less than 4.0 in any subskill) or an equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet the minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

\* All students commencing courses for the September start date must be 16 years old by 1 September of that calendar year. For the June intake for Extended Foundation, students must be 16 before registering at the Centre. For all other start dates, students must be 16 years old by 1 September of the preceding calendar year. Therefore have turned 17 before 1 September of the year they progress to university.



For course dates  
and prices, see  
page 82

### International Foundation in Accounting and Finance progression options

University	Accounting and Finance	Banking, Finance and Investment	Economics
Abertay University	•	•	
Anglia Ruskin University	•	•	
Aston University	•	•	•
Bangor University	•	•	•
Bath Spa University	•		
Birkbeck, University of London	•	•	•
Birmingham City University	•		•
Bournemouth University	•	•	•
Buckinghamshire New University	•		
Cardiff Metropolitan University	•	•	•
Cardiff University	•		
Coventry University	•	•	•
Coventry University London Campus	•		
Glasgow Caledonian University		•	
Goldsmiths, University of London			•
Greenwich School of Management	•		•
HULT International Business School	•	•	•
IFS University College	•	•	
Keele University		•	•
Kingston University	•		•
Lancaster University	•	•	•
Leeds Beckett University	•		•
London Metropolitan University	•	•	
London South Bank University	•		•
Loughborough University	•	•	•
Manchester Metropolitan University	•	•	•
Middlesex University	•	•	
Northumbria University	•	•	•
Nottingham Trent University	•	•	•
Oxford Brookes University	•		•
Queen Mary, University of London			•
Queen's University Belfast	•		•
Regent's University London	•	•	
Richmond, the American International University in London			•
Royal Holloway, University of London	•		•
Sheffield Hallam University	•	•	•
SOAS, University of London			•
Staffordshire University	•	•	

International Foundation in Accounting and Finance progression options *continued*

University	Accounting and Finance	Banking, Finance and Investment	Economics
Swansea University			•
Teesside University	•		
UCFB	•		
University Campus Suffolk	•	•	•
University of Aberdeen	•		•
University of Bedfordshire	•	•	
University of Birmingham	•	•	•
University of Bradford	•		•
University of Brighton	•	•	•
University of Central Lancashire	•		•
University of East Anglia	•	•	•
University of East London	•		•
University of Gloucestershire	•		•
University of Greenwich	•	•	•
University of Hertfordshire	•		•
University of Hull	•	•	
University of Kent	•		•
University of Leicester	•	•	•
University of Liverpool	•		•
University of Nottingham	•	•	•
University of Plymouth	•		•
University of Portsmouth	•	•	•
University of Salford Manchester	•	•	•
University of South Wales	•	•	
University of Stirling	•		
University of Sunderland	•		
University of Surrey	•		•
University of Sussex	•	•	•
University of the West of England	•	•	•
University of Ulster (QA Business School - Birmingham campus)	•		
University of Ulster (QA Business School - London campus)	•		
University of West London	•		
University of Westminster	•	•	•
University of York	•	•	•
York St John University	•		



"I think INTO London offers lots of universities for me to choose from - not just in London but all of the UK. I got a lot of information from the University Placement Fair and the staff at the Centre helped me a lot with the application process."

Jacklyn Thong Ern Qi, Malaysia

**2013**  
Arrived at INTO London

**2014**  
Completed the International Foundation

**2014**  
Offer held for Mathematics and Financial Economics at the University of Dundee

# International Foundation

## Art, Design and Media

The table below provides details of the academic modules that you will study as part of your International Foundation programme. All students complete a common core, which includes modules in academic English and study skills.

### International Foundation in Art, Design and Media (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>Academic Skills for Foundation Study (15 credits)</li> <li>English Language for Foundation Study (30-45 credits)</li> <li>Study Skills for Foundation Study (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Art, Design and Media Practice (15 credits)</li> <li>Concepts in Art, Design and Media (15 credits)</li> <li>Final Major Project for Art, Design and Media (15 credits)</li> <li>Introduction to Information Technology (15 credits)</li> </ul>

See page 60 for descriptions of core and specialist modules for this pathway.

#### Leading to Year 1 of a wide range of degrees including:

Architecture; Art and Design; Fashion; and Media Studies or Journalism.

For details of the study options available to you, please see the progression grid opposite. Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

#### Key course facts

##### Start dates

June, September and January

##### Programme length

3 terms or approximately 9 months  
4 terms or approximately 12 months

##### Class hours

Up to 24 hours per week

##### Age requirement

16 years and above\*

##### Academic entry requirements

Completion of 12 years of schooling (or the local equivalent to meet the same standard) with good grades.

##### Awarding body

The Certificate in Foundation Studies is validated by the University of Gloucestershire.

##### English language entry requirement

3 term: IELTS 4.5 (with no less than 4.0 in any subskill) or equivalent.

4 term: IELTS 4.0 (with no less than 4.0 in any subskill) or equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet the minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

\* All students commencing courses for the September start date must be 16 years old by 1 September of that calendar year. For the June intake for Extended Foundation, students must be 16 before registering at the Centre. For all other start dates, students must be 16 years old by 1 September of the preceding calendar year. Therefore have turned 17 before 1 September of the year they progress to university.



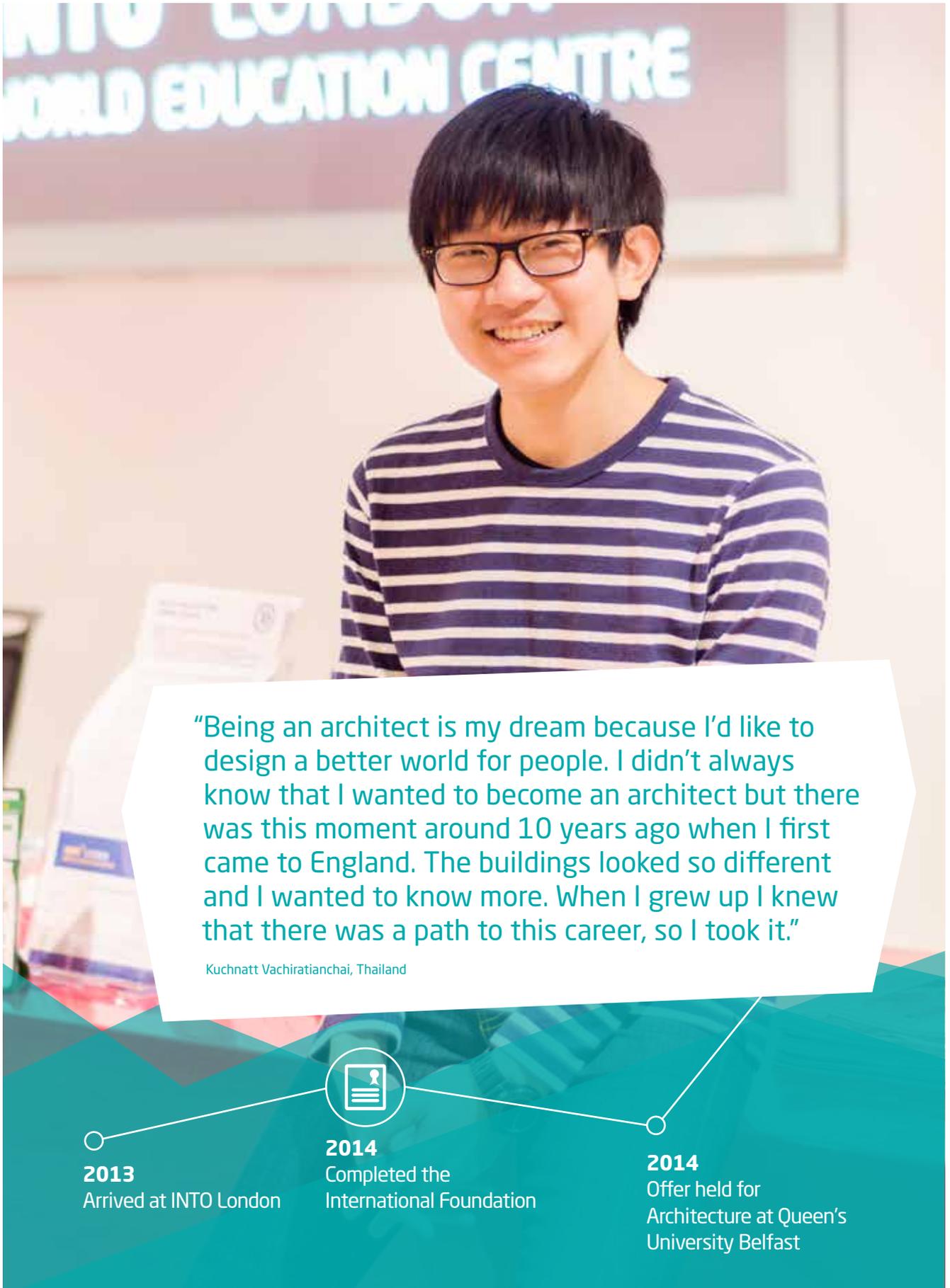
For course dates  
and prices, see  
page 82

## International Foundation in Art, Design and Media progression options

University	Architecture	Art and Design	Fashion	Media Studies/Journalism
Abertay University		•		
Anglia Ruskin University	•	•	•	•
Arts University Bournemouth	•	•	•	
Bangor University				•
Bath Spa University			•	•
Birkbeck, University of London				•
Birmingham City University			•	•
Buckinghamshire New University				•
Cardiff Metropolitan University	•	•		
Coventry University	•	•	•	•
Falmouth University	•			
Glasgow Caledonian University			•	
Goldsmiths, University of London		•		•
Keele University				•
Kingston University	•	•	•	•
Lancaster University		•	•	•
Leeds Beckett University				•
London Metropolitan University		•	•	•
London South Bank University	•	•		•
Loughborough University		•		•
Manchester Metropolitan University		•	•	•
Middlesex University				•
Northumbria University	•	•	•	•
Nottingham Trent University	•	•		•
Oxford Brookes University	•			•
Queen Margaret University				•
Queen's University Belfast	•			
Regent's University London		•	•	•
Richmond, the American International University in London		•	•	•
Royal Holloway, University of London				•
Sheffield Hallam University	•	•	•	•
Staffordshire University		•	•	•
Swansea University				•
Teesside University		•		•
UCFB				•
University Campus Suffolk	•	•		
University of Bedfordshire	•	•	•	•
University of Bradford				•
University of Brighton		•	•	
University of Central Lancashire		•	•	•

**International Foundation in Art, Design and Media progression options** *continued*

University	Architecture	Art and Design	Fashion	Media Studies/Journalism
University of Chichester		•		•
University of Cumbria		•		•
University of Derby	•	•	•	•
University of Dundee	•	•		
University of East London		•	•	•
University of Gloucestershire		•	•	•
University of Greenwich				•
University of Hertfordshire	•	•	•	•
University of Kent	•	•		
University of Leicester				•
University of Liverpool				•
University of Nottingham				•
University of Portsmouth				•
University of Roehampton				•
University of Salford Manchester	•	•	•	•
University of South Wales		•	•	
University of Southampton		•		
University of St Mark & St John				•
University of Sunderland		•		•
University of Surrey				•
University of Sussex				•
University of the West of England	•			•
University of West London				•
University of Westminster	•	•	•	



“Being an architect is my dream because I’d like to design a better world for people. I didn’t always know that I wanted to become an architect but there was this moment around 10 years ago when I first came to England. The buildings looked so different and I wanted to know more. When I grew up I knew that there was a path to this career, so I took it.”

Kuchnatt Vachiratianchai, Thailand

**2013**  
Arrived at INTO London

**2014**  
Completed the International Foundation

**2014**  
Offer held for Architecture at Queen’s University Belfast

# International Foundation

## Business, Management and Law

The table below provides details of the modules that you will study as part of your International Foundation programme. All students complete a common core, which includes modules in academic English and study skills. Your choice of academic modules will depend on your level of English and proposed destination degree programme and university.

### International Foundation in Business, Management and Law (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>Academic Skills for Foundation Study (15 credits)</li> <li>English Language for Foundation Study (15-45 credits)</li> <li>Study Skills for Foundation Study (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Business Decision Making (15 credits)</li> <li>Economics (15 credits)</li> <li>Introduction to Information Technology (15 credits)</li> <li>Introduction to Law and Legal Systems (15 credits)</li> <li>Mathematics and Statistics for Business, Finance and Social Subjects (15 credits)</li> <li>The World of Business (15 credits)</li> </ul>

See page 60 for descriptions of core and specialist modules for this pathway.

#### Leading to Year 1 of a wide range of degrees including:

Advertising and Brand Management; Banking, Finance and Investment; Business Information Systems; Business Studies; Development Studies; Economics, Geography; Humanities; International Relations; Law; Management; Marketing; Politics; Psychology; and Social Sciences.

For details of the study options available to you, please see the progression grid opposite. Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

#### Key course facts

##### Start dates

June, September and January

##### Programme length

3 terms or approximately 9 months  
4 terms or approximately 12 months

##### Class hours

Up to 24 hours per week

##### Age requirement

16 years and above\*

##### Academic entry requirements

Completion of 12 years of schooling (or the local equivalent to meet the same standard) with good grades.

##### Awarding body

The Certificate in Foundation Studies is validated by the University of Gloucestershire.

##### English language entry requirement

3 term: IELTS 4.5 (with no less than 4.0 in any subskill) or an equivalent.

4 term: IELTS 4.0 (with no less than 4.0 in any subskill) or an equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet the minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

\* All students commencing courses for the September start date must be 16 years old by 1 September of that calendar year. For the June intake for Extended Foundation, students must be 16 before registering at the Centre. For all other start dates, students must be 16 years old by 1 September of the preceding calendar year. Therefore have turned 17 before 1 September of the year they progress to university.



For course dates and prices, see page 82

**International Foundation in Business, Management and Law progression options**

University	Banking, Finance and Investment	Business Information Systems	Business Studies/Management	Development Studies	Economics	Geography	Humanities	Law	Marketing, Advertising and Brand Management	Politics/International Relations	Psychology	Social Sciences
Abertay University	•		•						•		•	•
Anglia Ruskin University	•	•	•				•	•	•			•
Aston University	•	•	•		•			•	•	•		•
Bangor University	•	•	•		•		•	•	•		•	•
Bath Spa University		•	•	•	•	•	•	•	•	•		•
Birkbeck, University of London	•	•	•	•	•	•	•	•	•	•	•	•
Birmingham City University		•	•		•			•	•		•	
Bournemouth University	•		•		•			•	•			
Buckinghamshire New University		•	•						•			
Cardiff Metropolitan University	•	•	•		•				•			
Cardiff University		•	•						•			
Coventry University	•	•	•		•	•		•	•	•	•	•
Coventry University London Campus			•					•				
Falmouth University			•						•			
Glasgow Caledonian University	•	•	•						•			
Goldsmiths, University of London		•	•	•	•		•		•	•	•	•
Greenwich School of Management			•		•			•				
HULT International Business School	•	•	•		•				•	•		
IFS University College	•		•							•		
Keele University	•		•		•			•	•			•
Kingston University		•	•		•		•	•	•	•	•	•
Lancaster University	•	•	•	•	•	•	•	•	•	•	•	•
Leeds Beckett University			•		•			•	•			
London Metropolitan University		•	•						•	•		
London South Bank University		•	•		•			•	•	•	•	•
Loughborough University	•	•	•		•		•		•	•		•
Manchester Metropolitan University	•	•	•		•	•	•	•	•	•	•	•
Middlesex University	•	•	•				•	•	•	•	•	•
Northumbria University	•	•	•		•	•	•	•	•	•		•
Nottingham Trent University	•		•		•		•	•	•	•	•	•
Oxford Brookes University			•		•	•	•	•	•	•	•	•
Queen Margaret University			•				•					•
Queen Mary, University of London		•	•		•	•				•		
Queen's University Belfast		•	•		•		•	•		•		•
Regent's University London			•						•			
Richmond, the American International University in London			•	•	•		•		•	•		•
Royal Holloway, University of London		•	•		•	•	•		•	•	•	•

**International Foundation in Business, Management and Law progression options** *continued*

University	Banking, Finance and Investment	Business Information Systems	Business Studies/Management	Development Studies	Economics	Geography	Humanities	Law	Marketing, Advertising and Brand Management	Politics/International Relations	Psychology	Social Sciences
Sheffield Hallam University	•	•	•		•	•	•	•	•	•	•	•
SOAS, University of London			•	•	•	•	•	•		•		•
St Mary's University			•			•	•	•			•	•
Staffordshire University	•	•	•			•	•	•	•	•	•	•
Swansea University			•		•			•		•	•	•
Teesside University		•	•					•	•			•
UCFB			•					•	•		•	
University Campus Suffolk	•	•	•				•	•	•		•	•
University of Aberdeen		•	•		•	•	•	•		•	•	•
University of Bedfordshire	•	•	•				•	•	•			•
University of Birmingham	•		•		•	•	•	•		•		•
University of Bradford		•	•	•	•		•	•	•	•		•
University of Brighton	•		•		•			•	•			
University of Buckinghamshire			•				•	•				
University of Central Lancashire		•	•		•	•	•	•	•	•	•	•
University of Chichester		•	•		•		•		•		•	•
University of Cumbria		•	•				•	•	•		•	•
University of Derby	•	•	•			•	•	•	•	•	•	•
University of Dundee		•	•		•	•	•	•		•	•	•
University of East Anglia		•	•	•				•				•
University of East London		•	•	•	•		•	•	•	•	•	•
University of Gloucestershire		•	•		•	•	•	•		•		•
University of Greenwich	•	•	•		•	•	•	•	•	•		•
University of Hertfordshire		•	•		•	•	•	•	•			
University of Hull	•		•						•			
University of Kent		•	•		•		•	•	•	•	•	•
University of Leicester	•	•	•		•	•		•	•	•		
University of Liverpool		•	•		•	•	•	•	•	•		•
University of Nottingham	•	•	•	•	•	•	•	•	•	•	•	•
University of Plymouth		•	•		•				•			
University of Portsmouth	•	•	•		•			•	•			
University of Roehampton			•									•
University of Salford Manchester	•	•	•	•	•	•	•	•	•	•	•	•
University of South Wales	•	•	•			•		•	•		•	
University of St Mark & St John			•				•					•
University of Stirling		•	•					•	•			
University of Strathclyde			•									
University of Sunderland		•	•				•	•	•			•

**International Foundation in Business, Management and Law progression options** *continued*

University	Banking, Finance and Investment	Business Information Systems	Business Studies/Management	Development Studies	Economics	Geography	Humanities	Law	Marketing, Advertising and Brand Management	Politics/International Relations	Psychology	Social Sciences
University of Sunderland London Campus			•								•	
University of Surrey		•	•		•		•	•	•	•	•	•
University of Sussex	•	•	•	•	•	•	•	•	•	•	•	•
University of the West of England	•	•	•	•	•	•		•	•	•	•	•
University of Ulster (QA Business School - Birmingham campus)			•									
University of Ulster (QA Business School - London campus)			•									
University of West London		•	•				•	•	•		•	•
University of Westminster	•	•	•		•		•	•	•	•		
University of York	•	•	•	•	•	•	•	•		•		•
York St John University		•	•						•			



“I like studying at INTO London because you can find many nationalities in a hub here. I have met friends from Africa, Asia, and some European countries also. This has broadened my view of the world and has given me a deeper understanding of my subjects.”

Muhammad Zulfaqar Mustazah, Malaysia

# International Foundation

## Hospitality, Events and Tourism

The table below provides details of the modules that you will study as part of your International Foundation programme. All students complete a common core, which includes modules in academic English and study skills. Your choice of academic modules will depend on your level of English and proposed destination degree programme and university.

### International Foundation in Hospitality, Events and Tourism (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>Academic Skills for Foundation Study (15 credits)</li> <li>English Language for Foundation Study (15-45 credits)</li> <li>Study Skills for Foundation Study (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Economics (15 credits)</li> <li>Introduction to Information Technology (15 credits)</li> <li>Investigating the Leisure Industries (15 credits)</li> <li>Mathematics and Statistics for Business, Finance and Social Subjects (15 credits)</li> <li>Operational Skills for Hospitality, Events and Tourism Industries (15 credits)</li> <li>The UK as a Destination (15 credits)</li> </ul>

See page 60 for descriptions of core and specialist modules for this pathway.

#### Leading to Year 1 of a wide range of degrees including:

Event Management; Exercise and Sport Science; Hospitality; and Tourism Management.

For details of the study options available to you, please see the progression grid opposite.

Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

#### Key course facts

##### Start dates

June, September and January

##### Programme length

3 terms or approximately 9 months  
4 terms or approximately 12 months

##### Class hours

Up to 24 hours per week

##### Age requirement

16 years and above\*

##### Academic entry requirements

Completion of 12 years of schooling (or the local equivalent to meet the same standard) with good grades.

##### Awarding body

The Certificate in Foundation Studies is validated by the University of Gloucestershire.

##### English language entry requirement

3 term: IELTS 4.5 (with no less than 4.0 in any subskill) or equivalent.

4 term: IELTS 4.0 (with no less than 4.0 in any subskill) or equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet the minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

\* All students commencing courses for the September start date must be 16 years old by 1 September of that calendar year. For the June intake for Extended Foundation, students must be 16 before registering at the Centre. For all other start dates, students must be 16 years old by 1 September of the preceding calendar year. Therefore have turned 17 before 1 September of the year they progress to university.



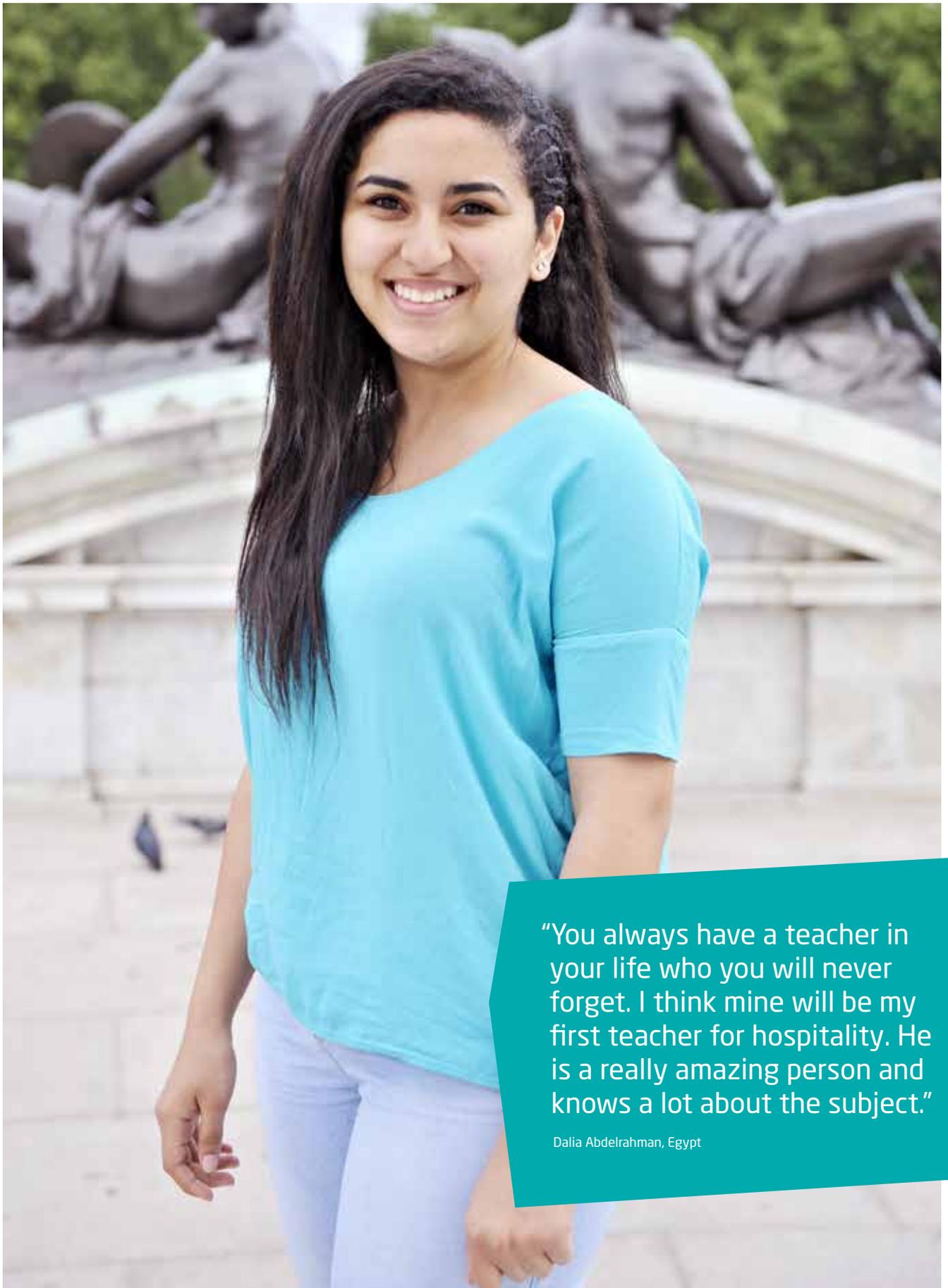
For course dates and prices, see page 82

## International Foundation in Hospitality, Events and Tourism progression options

University	Exercise and Sports Science	Hospitality, Tourism and Event Management
Abertay University	•	
Anglia Ruskin University	•	•
Arts University Bournemouth	•	
Bangor University	•	
Bath Spa University		•
Bournemouth University		•
Buckinghamshire New University		•
Cardiff Metropolitan University	•	•
Coventry University	•	•
Falmouth University		•
Glasgow Caledonian University		•
Greenwich School of Management		•
HULT International Business School		•
Kingston University	•	
Lancaster University	•	•
Leeds Beckett University		•
London Metropolitan University		•
London South Bank University		•
Loughborough University	•	
Manchester Metropolitan University	•	•
Middlesex University		•
Northumbria University	•	•
Oxford Brookes University	•	•
Plymouth University		•
Queen Margaret University	•	•
Regent's University London		•
Sheffield Hallam University	•	•
Southampton Solent University		
Staffordshire University	•	•
St Mary's University	•	•
Swansea University	•	
Teesside University	•	
York St John University		•
UCFB		•
University Campus Suffolk	•	•
University of Aberdeen	•	

**International Foundation in Hospitality, Events and Tourism progression options** *continued*

University	Exercise and Sports Science	Hospitality, Tourism and Event Management
University of Bedfordshire	•	•
University of Birmingham	•	
University of Brighton		•
University of Central Lancashire	•	•
University of Chichester	•	•
University of Cumbria	•	•
University of Derby	•	•
University of East London	•	•
University of Gloucestershire	•	•
University of Greenwich	•	•
University of Hertfordshire	•	•
University of Kent	•	•
University of Nottingham	•	
University of Portsmouth		•
University of Salford Manchester	•	•
University of St Mark & St John	•	•
University of South Wales	•	•
University of Stirling	•	
University of Sunderland	•	•
University of Sunderland London Campus		•
University of Surrey	•	•
University of the West of England		•
University of West London		•



“You always have a teacher in your life who you will never forget. I think mine will be my first teacher for hospitality. He is a really amazing person and knows a lot about the subject.”

Dalia Abdelrahman, Egypt

# International Foundation Science and Engineering

The table below provides details of the academic modules that you may study as part of your International Foundation programme. All students complete a common core, which includes modules in academic English. Additionally, to qualify for certain degrees you will need to complete stipulated modules during your programme.

## International Foundation in Science and Engineering (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>English Language for Foundation Study (15-45 credits)</li> <li>Further Mathematics for the Sciences (15 credits)</li> <li>Introductory Mathematics for the Sciences (15 credits)</li> <li>Study and Academic Skills for Foundation Study in the Sciences (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Cellular Biology: From Structures and Functions to Evolution and Ecology (15 credits)</li> <li>Chemistry 1: Atoms, Bonds, Molecules, Reactions and Hydrocarbons (15 credits)</li> <li>Chemistry 2: Energetics, Kinetics, Equilibria, Polymers and Nitrogen (15 credits)</li> <li>Chemistry 3: Further Hydrocarbons and Applications of Chemistry (15 credits)</li> <li>Electricity, Electrical Fields and Electromagnetism (15 credits)</li> <li>Foundation Project (Science and Engineering) (15 credits)</li> <li>Human Biology (15 credits)</li> <li>Introduction to Information Technology (15 credits)</li> <li>Introduction to Mechanics, Power and Materials (15 credits)</li> <li>Plant and Animal Physiology (15 credits)</li> <li>Thermal Physics and Dynamics (15 credits)</li> </ul>

See page 60 for descriptions of core and specialist modules for this pathway.

### Leading to Year 1 of a wide range of degrees including:

Aerospace Engineering; Architecture; Biological Sciences; Biomedical Sciences; Chemical Engineering; Chemistry; Civil Engineering; Computing; Construction Management; Electrical and Electronic Engineering; Environmental Sciences; Exercise and Sport Sciences; Life Sciences; Manufacturing Systems; Mathematics; Mechanical Engineering; Petroleum Engineering; Pharmacology; Pharmacy; Quantity Surveying; Renewable Energy; Software Engineering; Telecommunications; and Web Systems Development.

For details of the study options available to you, please see the progression grid opposite. Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

### Key course facts

#### Start dates

June, September and January

#### Programme length

3 terms or approximately 9 months  
4 terms or approximately 12 months

#### Class hours

Up to 24 hours per week

#### Age requirement

16 years and above\*

#### Academic entry requirements

Completion of 12 years of schooling (or the local equivalent to meet the same standard) with good grades.

#### Awarding body

The Certificate in Foundation Studies is validated by the University of Gloucestershire.

#### English language entry requirement

3 term: IELTS 4.5 (with no less than 4.0 in any subskill) or an equivalent.

4 term: IELTS 4.0 (with no less than 4.0 in any subskill) or an equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet the minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

\* All students commencing courses for the September start date must be 16 years old by 1 September of that calendar year. For the June intake for Extended Foundation, students must be 16 before registering at the Centre. For all other start dates, students must be 16 years old by 1 September of the preceding calendar year. Therefore have turned 17 before 1 September of the year they progress to university.



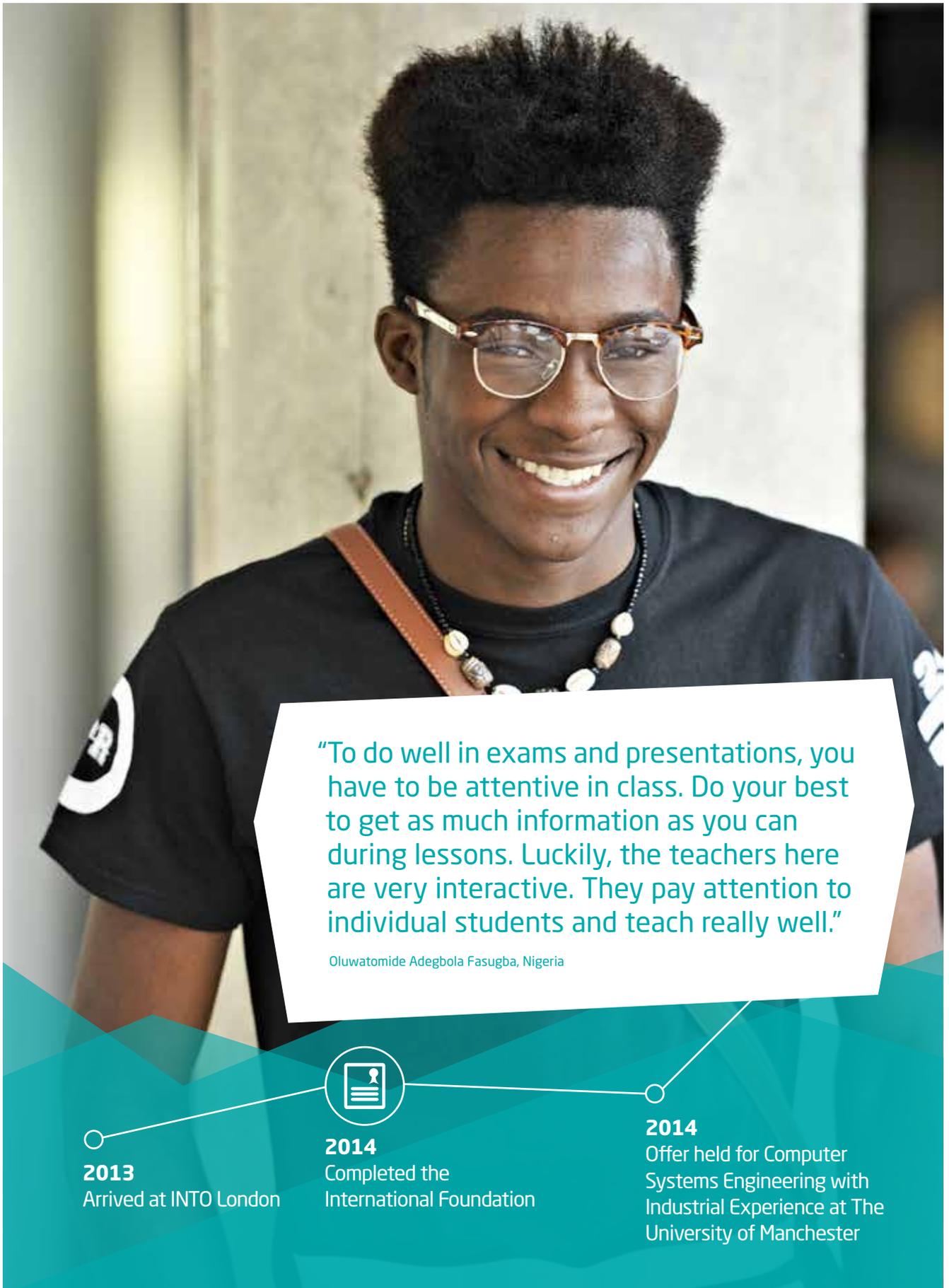
For course dates and prices, see page 82

**International Foundation in Science and Engineering progression options**

University	Aerospace Engineering	Architecture	Biological Sciences	Biomedical Science	Chemical Engineering	Chemistry	Civil Engineering	Computing/Information Technology	Construction Management	Electrical and Electronic Engineering	Environmental Science	Exercise and Sport Science	Life Sciences	Manufacturing Systems	Mathematics	Mechanical Engineering	Petroleum Engineering	Pharmacology	Pharmacy	Quantity Surveying	Psychology	Renewable Energy	Software Engineering	Telecommunications	Web Systems Development
Abertay University			•	•		•	•	•					•								•		•		•
Anglia Ruskin University				•			•	•	•	•	•	•	•			•				•	•		•	•	
Aston University			•	•	•	•		•	•	•			•		•	•					•		•		
Bangor University			•	•		•		•		•	•	•	•								•	•			•
Bath Spa University			•										•								•				
Birkbeck, University of London						•		•			•				•						•		•		•
Birmingham City University								•	•	•						•					•	•	•	•	•
Cardiff University						•	•			•						•					•				
Cardiff Metropolitan University				•				•			•										•		•		•
Coventry University	•		•	•			•	•	•	•	•	•			•	•		•		•	•		•		
Glasgow Caledonian University			•	•									•												
Goldsmiths, University of London								•																	•
Greenwich School of Management								•																	
Keele University			•	•		•					•										•				•
Kingston University	•	•				•	•	•	•		•	•						•			•				
Lancaster University	•		•	•	•	•		•	•	•	•	•	•	•	•	•	•	•		•	•		•	•	•
London Metropolitan University			•	•				•		•								•							
London South Bank University		•	•		•	•	•	•	•	•	•	•	•			•	•			•			•	•	•
Loughborough University	•	•	•		•	•	•	•	•	•	•	•		•	•	•		•			•		•	•	•
Manchester Metropolitan University	•	•	•		•			•		•	•	•	•		•	•					•		•		•
Middlesex University			•	•				•		•	•		•		•	•							•	•	•
Northumbria University			•		•	•	•	•	•	•		•			•	•				•					•
Nottingham Trent University			•	•		•		•	•		•		•							•	•		•		
Oxford Brookes University			•	•				•	•		•	•				•				•			•		
Plymouth University			•	•		•	•	•		•	•				•	•									
Queen Margaret University			•									•	•								•				
Queen Mary, University of London	•		•	•		•		•		•	•	•	•	•	•	•					•			•	
Queen's University Belfast		•	•	•		•		•													•				
Regent's University London																									
Royal Holloway, University of London			•	•				•			•				•						•		•		•
Sheffield Hallam University	•	•	•	•		•		•	•	•	•	•	•	•	•	•				•	•		•	•	•
St Mary's University																					•				
Staffordshire University	•		•	•				•		•	•	•	•	•	•	•					•		•	•	•
Swansea University	•		•		•		•	•		•		•	•	•	•	•					•			•	
Teesside University	•		•		•	•	•	•		•		•			•	•	•				•		•	•	•
University Campus Suffolk		•	•	•				•		•	•					•					•				
York St John University								•																	
UCFB																						•			

International Foundation in Science and Engineering progression options *continued*

University	Aerospace Engineering	Architecture	Biological Sciences	Biomedical Science	Chemical Engineering	Chemistry	Civil Engineering	Computing/Information Technology	Construction Management	Electrical and Electronic Engineering	Environmental Science	Exercise and Sport Science	Life Sciences	Manufacturing Systems	Mathematics	Mechanical Engineering	Petroleum Engineering	Pharmacology	Pharmacy	Quantity Surveying	Psychology	Renewable Energy	Software Engineering	Telecommunications	Web Systems Development	
University of Aberdeen			•		•	•	•	•		•	•	•	•		•	•	•	•			•					
University of Bedfordshire			•	•				•		•		•	•		•								•	•	•	
University of Birmingham			•		•	•	•	•		•	•	•			•	•						•	•			
University of Bradford				•	•	•	•	•		•			•			•			•			•	•	•	•	
University of Brighton	•		•	•		•	•		•	•	•					•			•					•		
University of Central Lancashire		•	•	•		•		•	•	•		•				•		•		•						•
University of Chichester												•										•				
University of Cumbria			•					•			•	•	•									•	•			
University of Derby		•	•				•	•	•	•	•	•	•	•	•	•						•		•	•	•
University of Dundee		•					•	•		•	•	•	•		•	•		•				•				
University of East Anglia								•														•		•		•
University of East London		•	•	•			•	•		•		•						•					•			
University of Gloucestershire			•					•			•	•	•									•		•		•
University of Greenwich			•	•		•	•	•	•	•	•	•	•	•	•	•			•					•	•	•
University of Hertfordshire	•		•	•				•		•	•	•	•		•	•		•				•		•	•	•
University of Kent		•	•	•		•		•		•	•	•	•		•							•		•	•	•
University of Leicester	•		•	•		•		•		•	•	•			•	•						•		•	•	
University of Liverpool	•		•	•		•	•	•		•	•	•	•	•	•	•		•				•		•	•	•
University of Nottingham	•		•	•	•	•	•	•	•	•	•	•	•	•	•	•		•	•	•	•	•	•	•	•	•
University of Portsmouth			•				•	•	•	•	•	•	•	•	•	•	•				•			•	•	•
University of Roehampton			•																							
University of Salford Manchester	•		•	•		•	•	•	•		•	•	•		•	•	•	•	•	•	•	•	•	•	•	•
University of St Mark & St John												•														
University of South Wales	•		•			•	•	•	•	•	•	•	•		•	•					•		•	•	•	•
University of Stirling			•								•	•	•			•								•		
University of Strathclyde	•	•			•		•			•				•		•										
University of Sunderland								•		•	•					•						•		•		
University of Sunderland London Campus																						•				
University of Surrey	•		•	•	•	•	•	•		•	•	•	•	•	•	•	•	•						•		
University of Sussex			•	•		•		•		•	•	•			•	•						•		•		•
University of the West of England	•	•					•	•	•	•				•	•	•					•	•				
University of West London							•	•	•									•				•		•	•	•
University of Westminster								•		•												•		•		
University of York			•	•		•				•	•	•			•							•		•	•	



**“To do well in exams and presentations, you have to be attentive in class. Do your best to get as much information as you can during lessons. Luckily, the teachers here are very interactive. They pay attention to individual students and teach really well.”**

Oluwatomide Adegbola Fasugba, Nigeria

**2013**  
Arrived at INTO London

**2014**  
Completed the International Foundation

**2014**  
Offer held for Computer Systems Engineering with Industrial Experience at The University of Manchester

## Module descriptions

Detailed descriptions of the core and specialist modules for the International Foundation are set out below.

### Academic Skills for Foundation Study

Through this module you will be supported in applying academic skills in the context of your chosen subject area. You will learn how to interpret and analyse a range of subject-related information, structure and plan academic work, find and use relevant resources, and communicate effectively using appropriate academic conventions. Guidance will also be given in preparing for taught sessions and assessment activities, and how to improve your academic performance through reflection on your academic progress and your performance in assignments.

### Art, Design and Media Practice

The first part of this practical module will develop the skills you need to observe and visually record information utilising a range of media and presentation methods. Building on these skills will require you to apply a creative and conceptual thinking style to deliver a typical industry based brief through visual media. The module will also include contextual analysis of the creative ideas and motivation of contemporary and historic artists, designers and media practitioners working across various areas of media, art and design.

### Business Decision Making

This module provides an introduction to the generation and use of information in making high-quality business decisions. You will develop knowledge of how we make decisions and explore techniques from a range of management disciplines.

Topics include: approaches to decision making; the use of project management tools and how financial and statistical techniques underpin business decisions; the analysis of work flows; and how to influence others and evaluate the quality of our decisions.

### Cellular Biology: From Structures and Functions to Evolution and Ecology

This module introduces students to key concepts which will underpin future studies in biology and biological sciences. The module builds from a focus on cell biology and systems of classification to allow students to develop an overview of genetics and ecology at the module's conclusion, for further exploration in later modules.

### Chemistry 1: Atoms, Bonds, Molecules, Reactions and Hydrocarbons

Designed to combine scientific content, theoretical principles and associated laboratory skills, the module builds on the fundamental principles of general chemistry to develop concepts in physical, inorganic and organic chemistry that are required for studying chemistry at higher levels and for studying interdisciplinary science. The module begins with considerations of atomic structure and chemical bonding and of basic reactions, and progresses to consider more complex organic reactions.

### Chemistry 2: Energetics, Kinetics, Equilibria, Polymers and Nitrogen

This module seeks to embed key concepts and subject content in chemistry, particularly as regards: the major types of chemical reactions, including organic synthesis; states of matter, the kinetic concept of matter and chemical energetics; principles and application of chemical equilibria; and thermodynamics.

### Chemistry 3: Further Hydrocarbons and Applications of Chemistry

Topics addressed in this module include the study of carbonyl compounds, carboxylic acids and derivatives and of transition elements, as well as of applications such as environmental chemistry, electrochemistry and spectroscopy. The module is designed to build on prior learning, allowing students to continue to develop their practical and analytical skills in a more advanced fashion.

### Concepts in Art, Design and Media

This module will develop your understanding and knowledge of some of the main concepts used in art, design and media, and how they are able to communicate ideas and emotions through a variety of mass media. Emphasis will be placed upon developing an understanding of how such concepts have been applied in practical contexts.

You will have the opportunity to focus on an area of study that you wish to specialise in and which is connected to your future study aspirations. The delivery of the module will be supported by guest speakers on topics such as graphic design, games design, mass communications, and film theory.

### Economics

The module introduces the key concepts that underpin the economic behaviour of society at large and of a firm in particular. It will familiarise students with the rationale behind economic decisions and the role of government in shaping the economy. The module will also examine the structural dimensions of a market and the various factors that influence economic activity at the firm level and the aggregate level.

### Electricity, Electrical Fields and Electromagnetism

This module is designed to introduce students to the study of electricity. The module will address fundamentals of charge, current and potential difference and resistance, before introducing notions of power, circuitry and capacitance. Students will then address electric fields and electromagnetism. The module also requires students to engage in safe and accurate practical work of relevance to the topics studied.

**English Language for Foundation Study**

The number of credits taken will depend upon your English language level at the start of the programme.

Through these modules you will develop your overall English language level, including your grammar and vocabulary, as well as your specific skills in reading, listening, writing and speaking to enable you to prepare for further academic study.

**Final Project (Art, Design and Media)**

This module provides you with the opportunity to create a practical portfolio to demonstrate your ability using a range of media, art and design skills, which will form part of your assessment for entry to your chosen degree.

Students will take part in a series of lectures, workshops and seminars to prepare for the assignment, which brings together the theoretical, technical and production skills developed throughout the course.

**Financial Information Systems**

The module is divided into two sections: financial information systems, types and methodologies; and control of financial information systems. It introduces students to the need and purpose of information systems and briefly describes the ways in which information systems are designed and managed. The module also examines how financial information systems can be controlled through internal controls and the role of internal auditing in ensuring robustness of these controls.

**Foundation Project (Science and Engineering)**

The extended project will help students to develop the independent study skills needed to prepare for degree-level studies and for the world of work. Students will submit their work in a format of their choice, such as a written dissertation. Although the choice of topic is free, students must show the project is relevant to their core areas of study.

**Human Biology**

Building on students' knowledge of cellular biology and of the physiology of organisms developed earlier in their studies, this module has a clear focus on the human being. The anatomy and physiology of humans forms the core content, but students will also be expected to think about their place in the world from an ecological perspective and to consider issues such as epidemiology and human health.

**Introduction to Accounting**

The module will introduce you to accounting, and enable an understanding of its development and function in the world of business. It will introduce key concepts, terms and conventions in accounting, and will enable you to record, describe and analyse key accounting transactions from the perspectives of a variety of users of financial information.

**Introduction to Finance**

The module introduces students to core topics in the field of finance, including risk, how markets operate, key features of securities and types of financial institution. The module then examines aspects of banking and finance and explores policy, regulatory and institutional issues in the world of finance.

**Introduction to Information Technology**

The module introduces the use of information technology to support human activity, whether for work, business, social or personal use. Topics covered include the history of computers and information technology, the role of information technology in a variety of disciplines, common infrastructures and the impact of the internet.

**Introduction to Law and Legal Systems**

The main principles and structures of English law are introduced. In order to understand the background of the English legal system you will study sources of the law and the process of law making in England and Wales, including the European Union and how this compares to other legal systems. You will also learn about the different types of law, including civil and criminal, and public and private. By the end of the module you will be able to apply your knowledge to a given scenario, and communicate outcomes clearly, using the correct legal terminology.

**Introduction to Mechanics, Power and Materials**

This module is designed to introduce students to basic units and notation used in the study of physics and to introduce experience of safe and accurate practical work. The module provides students with an overview of basic themes in mechanics and progresses on to consideration of energy and power, and the performance of materials.

**Investigating the Leisure Industries**

In this module you will be introduced to the size and scope of those industries that make up the leisure sector within the UK, namely the hospitality, events, sports and tourism industries, and the diverse nature and variety of those sectors. You will also gain an understanding of the value of these sectors to the UK economy and the range of employment opportunities that they offer. As part of your studies, you will have the opportunity to visit local leisure sector providers, giving you a better understanding of the diversity and size of the businesses involved.

**Mathematics and Statistics for Business, Finance and Social Subjects**

The module will introduce students to mathematics and statistics essential for further study in business, finance, tourism and related social scientific fields. The module will encourage application of the techniques taught to a range of practical problems and seek to develop an appreciation of the role mathematics and statistics has to play in underpinning the study of other subjects.

**Operational Skills for Hospitality, Events and Tourism Industries**

The module introduces you to a range of practical skills and attributes that a manager in the leisure industries will need in order to be able to accomplish tasks effectively. You will develop an understanding of the relationships between event operations and the event experience, as well as an appreciation of the operational constraints under which managers are engaged. You will also have the opportunity to develop a range of employability skills, including communication and literacy, problem solving, independent learning and working, and the opportunity to practise them in a range of simulated settings.

**Plant and Animal Physiology**

Building on the fundamentals of biology, this module combines scientific content, theoretical principles and laboratory skills. It focuses on organismal physiology as opposed to cellular biology, set within an over-arching framework with regard to evolution, natural selection and ecology.

**Study Skills for Foundation Study**

Through this module you will be introduced to the generic study skills necessary for successful undergraduate study. The module will commence with an appraisal of your learning style and development needs. You will be introduced to a range of skills, such as time management, how to access resources both online and on-site, how to approach academic presentations, how to tackle and write assignments, apply mathematics and understand learning styles.

**Thermal Physics and Dynamics**

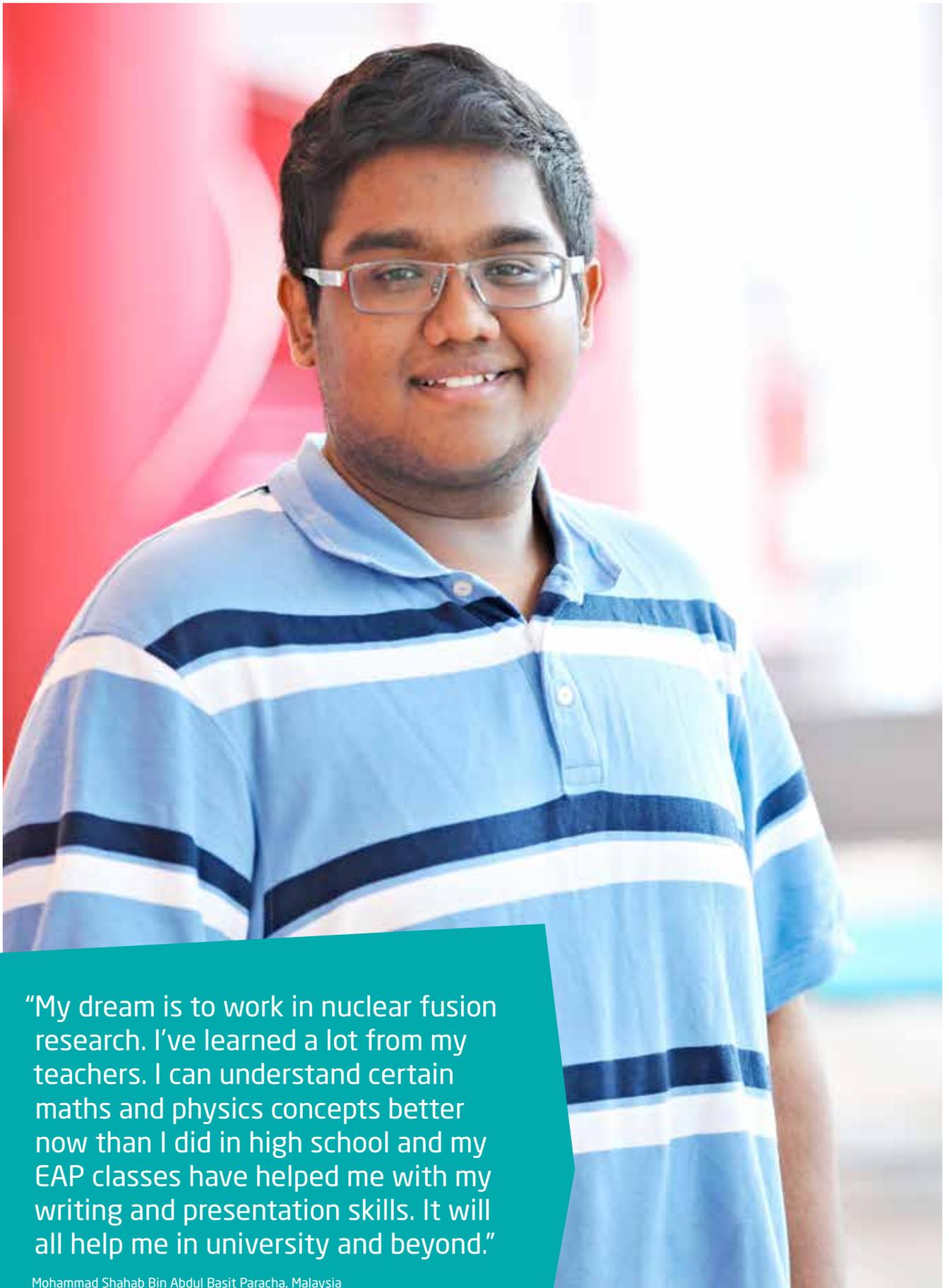
The topics addressed in this module include aspects of thermal physics in respect of solid, liquid and gaseous states and the study of dynamics, including of circular motion. This module is designed to build on prior learning, allowing students to continue to develop their practical and analytical skills.

**The UK as a Destination**

This module introduces you to the UK as a destination, exploring the importance of the UK's historical, cultural and sporting heritage as key reasons for visiting the UK. It will highlight to you key towns, cities and events, and the impact they have on inbound and domestic tourism.

**The World of Business**

This module introduces the key dimensions of business through the introduction of different types of organisations, common business structures, the key business functions, and the roles of managers and others in the coordination of these functions to meet business objectives. The module also examines the factors in the local and global business environment and how they impact on the way businesses run.



“My dream is to work in nuclear fusion research. I’ve learned a lot from my teachers. I can understand certain maths and physics concepts better now than I did in high school and my EAP classes have helped me with my writing and presentation skills. It will all help me in university and beyond.”

Mohammad Shahab Bin Abdul Basit Paracha, Malaysia



## Key features

### Programme content

The Graduate Diploma provides a grounding in subject content, as well as relevant English language and research skills.

### English language support

Academic English is at the core of the programme and takes up a large part of the study time. The four skills of reading, writing, listening and speaking are covered, as well as grammar and vocabulary development. There is also a focus on the academic skills you will need to complete the Graduate Diploma successfully.

### Study skills

Throughout the programme we will help you to develop the necessary study skills for postgraduate study. You will practise taking lecture notes, working effectively in groups, presenting ideas in a logical manner, and managing your time. You will also learn how to plan a research project, conduct research and write up a dissertation.

### Assessment

Grades from the Graduate Diploma programme do not count towards your degree, but help universities to determine whether you meet the specified progression criteria for direct entry to your chosen degree programme.

Assessment is a combination of formal examinations and assessed course work. You are required to obtain 120 credits to complete the programme successfully.

Your English language and pathway subject progress will be assessed by a combination of examinations and coursework, which may include written assignments, reports, practical exercises, group and individual research projects, presentations and problem-solving exercises.

### Progression to leading universities

Successful completion of the Graduate Diploma offers entry to a wide range of UK universities.

To pass the Graduate Diploma programme you must achieve a minimum of 40%, plus a pass grade in the English language module comparable to IELTS 6.0.

The grades required for entry to your chosen university will depend on your chosen degree programme and institution.



“The best thing about the Centre is that students are from all over the world. One nationality doesn’t dominate, it’s a really good mix.”

Umair Ijaz, Pakistan

# Graduate Diploma Business Administration

The table below provides details of the academic modules that you will study as part of your Graduate Diploma programme.

## Graduate Diploma in Business Administration (120 credits)

Core modules	Specialist modules
<ul style="list-style-type: none"> <li>Academic Skills for Graduate Study (15 credits)</li> <li>English Language for Graduate Study (45 credits)</li> <li>Study Skills for Graduate Study (15 credits)</li> </ul>	<ul style="list-style-type: none"> <li>Human Resource Management (15 credits)</li> <li>International Marketing (15 credits)</li> <li>Management Accounting (15 credits)</li> </ul>

See page 69 for descriptions of core and specialist modules for this pathway.

### Leading to postgraduate studies in a wide range of degrees including:

Accounting and Finance; Advertising and Brand Management; Banking; Finance and Investment; Business Information Systems; Computing; Business Studies; Economics; Hospitality, Tourism and Event Management; Human Resource Management; Humanities; Law; Management; Marketing; Media Studies/Journalism; Politics/International Relations; and Social Sciences.

For details of the study options available to you, please see the progression grid opposite. Students should be aware that their previous educational performance may also be considered in their university admission by some universities.

### Key course facts

#### Start dates

September and January

#### Programme length

3 terms or approximately 9 months

#### Class hours

Up to 22 hours per week

#### Academic entry requirements

An ordinary degree or equivalent

or

a 3-5 year diploma with good grades.

#### English language entry requirement

IELTS 5.5 (with a minimum of 5.5 in all subskills) or equivalent.

The Centre accepts other Secure English Language Tests (SELT) including Pearson PTE.

Students who do not meet minimum English language requirements should apply for English for University Study. Please see page 70 for course details.

For further guidance please check with the INTO Admissions Office or your education counsellor.

"My teaching style involves a mixture of teacher input and student activities. I use a combination of textbooks, online resources, real business examples, class demonstrations and other examples from our day-to-day lives to make accounting interesting, easier and useful to different students."

Norbert Osemeke, Finance Tutor



For course dates  
and prices, see  
page 82

**Graduate Diploma in Business Administration progression options**

University	Accounting and Finance	Advertising and Brand Management	Banking, Finance and Investment	Business Information Systems/ Computing	Business Studies	Economics	Hospitality, Tourism and Event Management	Humanities	Human Resource Management	Law	Management	Marketing	Media Studies/Journalism	Politics/International Relations	Social Sciences
Abertay University					•						•				
Anglia Ruskin University	•		•	•	•		•	•		•	•	•		•	•
Aston University			•	•	•	•					•	•	•		
Bangor Business School London University	•		•							•	•	•			
Bangor University	•	•	•	•	•			•		•	•	•	•		•
Birkbeck, University of London	•	•	•	•	•			•	•	•	•	•		•	•
Birmingham City University	•			•	•		•		•	•	•	•	•		
Bournemouth University	•	•			•	•	•		•	•	•	•			
Cardiff Metropolitan University	•	•	•	•			•		•		•	•			
Coventry University	•	•	•	•	•	•	•		•	•	•	•	•	•	•
Coventry University London Campus			•		•		•				•	•			
Falmouth University		•			•						•		•		
GCU London		•	•		•						•	•			
Glasgow Caledonian University		•	•		•		•				•	•			
Goldsmiths, University of London		•		•	•		•	•	•		•			•	•
Greenwich School of Management	•										•				
HULT International Business School	•	•	•		•	•	•				•	•			
Kingston University	•	•	•				•				•	•			
Leeds Beckett University	•				•	•				•	•	•	•		
London Metropolitan University	•	•	•		•		•			•		•			
London South Bank University	•	•	•	•	•		•		•		•	•			
Manchester Metropolitan University	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Middlesex University	•	•			•		•		•		•	•			
Northumbria University	•	•	•	•	•		•	•	•	•	•	•		•	•
Northumbria University London Campus	•	•	•	•	•						•	•	•	•	
Nottingham Trent University	•	•			•	•			•		•	•			
Plymouth University					•		•		•		•	•			
Richmond International University		•			•						•	•		•	
Sheffield Hallam University	•	•	•	•	•		•	•	•		•	•	•	•	•
St Mary's University					•		•	•			•		•	•	•
Staffordshire University	•	•	•	•	•	•	•		•	•	•	•	•	•	•
Teesside University	•										•				
University Campus Suffolk								•	•		•	•	•		•
University of Bedfordshire	•	•	•	•	•			•	•		•	•		•	•
University of Bradford	•	•	•	•	•	•				•	•	•		•	
University of Brighton		•	•			•	•		•		•	•			

**Graduate Diploma in Business Administration progression options**

University	Accounting and Finance	Advertising and Brand Management	Banking, Finance and Investment	Business Information Systems/ Computing	Business Studies	Economics	Hospitality, Tourism and Event Management	Humanities	Human Resource Management	Law	Management	Marketing	Media Studies/Journalism	Politics/International Relations	Social Sciences
University of Central Lancashire	•		•		•		•		•	•	•	•			
University of Chichester			•								•	•			
University of Cumbria	•			•	•		•			•	•	•			•
University of Derby				•	•		•	•		•	•	•			
University of East London	•	•		•	•			•		•	•			•	•
University of Gloucestershire	•				•		•		•		•	•			
University of Greenwich					•							•			
University of Hertfordshire	•		•	•	•		•		•	•	•	•	•		
University of Hull	•	•			•						•	•			
University of Kent	•	•				•	•	•		•	•		•	•	•
University of Liverpool				•	•	•		•		•	•	•	•	•	•
University of Roehampton											•				
University of Salford Manchester	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
University of South Wales London Campus	•	•								•					
University of St Mark & St John	•	•			•				•		•	•			
University of Stirling	•	•				•			•		•	•			
University of Stirling London Campus			•								•	•			
University of Sunderland			•	•	•		•			•	•	•	•		
University of Sunderland London Campus					•		•				•				
University of Sussex	•	•			•						•	•			
University of Ulster - Birmingham Campus		•			•								•		
University of Ulster - London Campus	•	•			•										
University of West London	•	•			•						•	•			
University of Westminster	•	•	•		•	•			•		•	•			

### Module descriptions

Detailed descriptions of the core and specialist modules for the Graduate Diploma are set out below.

#### Academic Skills for Graduate Study

Through studying this module you will develop the academic skills needed for studying your chosen subject at graduate level and will be prepared for postgraduate study. Particular attention will be paid to developing critical thinking skills, advanced research skills, presenting complex arguments, and planning and writing extended essays with appropriate academic and professional referencing to the subject.

#### English Language for Graduate Study

This module is designed to improve your overall English language level, develop your grammar and academic vocabulary, and develop your specific skills in reading, listening, writing and speaking for academic study at postgraduate level.

The ability to write extended pieces of text is an important focus and you will have guidance and practice in all aspects of academic writing, including critical reading, research, synthesis of sources, text-level organisation and academic written style and conventions. You will also develop your speaking and listening skills to enable you to contribute effectively to discussions and group presentations with a level of fluency and accuracy.

#### Human Resource Management

This module tackles strategic people management issues raised by the emergence of the global operating context that most, if not all, businesses face today. In the module you will debate the nature and practicality of human resource management at a strategic level. You will also examine international and comparative human resource management topics.

#### International Marketing

This module aims to build your knowledge of marketing strategies and will enable you to apply strategic decision making to dynamic and complex international marketing environments. It will enable you to analyse and evaluate international markets and the marketing opportunities and risks they present.

#### Management Accounting

This module will focus on management accounting, including the role of strategic management accounting in business. It will consider the importance of financial information to managers in decision making and the role of financial planning and control techniques in that process. Students will also develop their ability to format accounts; apply financial techniques; analyse financial information and evaluate financial statements for strategic business purposes; and measure and manage performance.

#### Study Skills for Graduate Study

In this module you will be supported in developing the skills necessary for studying at graduate level. Topics covered include learning styles and self-appraisal; improving performance; advanced digital literacy; application of numeracy skills; advanced reading and comprehension skills; originality and dependence; analysing, critiquing and synthesising argument; and qualitative and quantitative research methods.

“I think nowadays international competition for jobs is rigorous. I believe students who study in London want to have a competitive advantage, as well as the opportunity to learn more about UK culture. Studying in the UK is a very good choice.”

Yixin Jiang, China

# English for University Study

English for University Study focuses on the academic English skills you need to study effectively at university.

## Course description

This is a year-round course of intensive academic English language study designed to prepare you for further academic preparation at INTO London. You will develop your English language and academic study skills, as well as research skills at higher levels.

With multiple start dates and different durations of study, the course has the flexibility to cater for students with different language levels. The course suits a range of needs, and will teach you to:

- adapt to university-style teaching
- learn the necessary research skills for university study
- improve your overall English language ability and academic presentation techniques.

## Course content

The course comprises 20 hours of taught lessons per week plus one hour of directed private study, which will be supervised by your tutor. In order to make good progress, you are expected to do approximately 20 additional hours of private study outside class, which may include homework, assignments or coursework that will be submitted for assessment, as well as online learning.

Through studying a range of modules, you will develop a greater command of written and spoken English, as well as the academic study skills that are critical for successful study. You will initially focus on developing core English language skills, developing your knowledge and confidence in:

- speaking and pronunciation
- listening
- reading
- writing
- grammar
- vocabulary.

After developing your core skills, you will focus on skills relevant to your study.

These include:

- teamwork
- problem solving
- critical thinking
- time management
- quantitative and qualitative data analysis.

## Assessment

At the end of each term, your skills and language will be assessed to give a clear indication of your progress. Methods of assessment may include:

- written assignments
- group seminars
- presentations
- research projects
- reading, writing and listening examinations.

## Course outcomes

Assuming you have met the academic entry requirements for your chosen programme, success on the English for University Study course offers progression to the following courses:

- International Foundation programme\*
- Graduate Diploma programme.\*

\* Subject to meeting Tier 4 student visa requirements.

## Key course facts

### Start dates

September, January, April and June

### Course length

1, 2 or 3 terms

### Class hours

Up to 20 hours per week\*\*

### Age requirement

16 years and above

### English language entry requirement

IELTS 3.0 (with a minimum of 3.0 in writing) or equivalent.

\*\* Please note lessons are one hour including an allowance for class changeover.

Accredited by the



for the teaching of English



For course dates and prices, see page 82



“Our courses are rigorously designed to maximise progress, fulfil potential and deliver results. I demand a lot from my students but INTO London students are engaged, motivated and rise to this challenge. The results speak for themselves. So far, all of my students have passed their modules, most with higher grades than expected.”

Bill Bates, Programme Manager

# General English

Our General English courses will help you to develop your English language skills for work, leisure, travel or general interest. We offer year-round courses with flexible start dates and course lengths so you can choose the best solution for your needs. A few weeks will refresh your English, while our longer courses offer excellent value for language development.

## What General English courses can I study?

Our General English courses cover a wide range of course types and are designed to help you make real progress. They are intensive, comprising 20 hours per week\* with your teachers, plus additional individual study with the support of your teachers and other staff. Your progress is monitored in class and through regular personal tutorials with your teachers.

### General English Intensive

Our standard General English course of 20 hours per week is divided into core language and study skills (16 lessons per week) and four lessons per week studying a range of options.

### General English Year Abroad

Committing to a long-term course is the best way to make real progress and develop your English skills. Our General English Year Abroad courses offer you longer-term study at an even more attractive price.

### General English Summer courses

Our flexible and stimulating General English course offers you weekly start dates during the summer period.

### Examination preparation courses

During the summer period, the Centre offers students the chance to prepare for IELTS and Cambridge main suite examinations.

### Tailor-made and group courses

We can offer courses for groups based around our established courses or according to your group's specific requirements.

\* Please note that lessons are one hour, including an allowance of five minutes for class changeover.

## What is special about the General English courses?

- High-tech classrooms equipped with the latest technology to enhance your learning experience.
- Regular progress assessment to ensure you achieve your goals.
- Staff with a range of relevant qualifications and training.
- Individual attention and access to 24-hour emergency support.
- The opportunity to immerse yourself in a new culture with optional activities and excursions available.
- Join an international student community and make friends from around the world.

## Course outcomes

- Develop your abilities in the four core skills of listening, speaking, reading and writing, as well as in the key areas of vocabulary, pronunciation and grammar.
- Improve your fluency and confidence in using English in a range of situations.
- Learn to meet all the challenges, demands and expectations of living, studying and working in Britain.
- Develop an understanding of local culture through the optional range of visits and activities.
- Improve your career prospects by gaining the abilities in English needed for modern international communication and business.

## Key course facts

### All courses

- 20 hours\*\* of lessons per week.
- Suitable for everyone from age 16.
- Minimum English level: Elementary.
- Maximum class size: 16 students.

### General English Intensive

- Start dates every 2 weeks, you can study in multiples of 2 weeks up to 22 weeks.
- For longer periods of study up to 48 weeks, choose General English Year Abroad courses.

### General English Summer courses

- Weekly start dates over the summer.
- Course length from 2 to 8 weeks, depending on start date.

### General English Year Abroad

- Start dates every 2 weeks.
- Course lengths of 24 to 48 weeks.
- Extra weeks available pro rata.

### Exam preparation courses

- For details of our exam preparation courses, please refer to the General English brochure or visit: [www.intohigher.com/english](http://www.intohigher.com/english)

Examination and related fees are not included in the course fees and have to be paid separately.

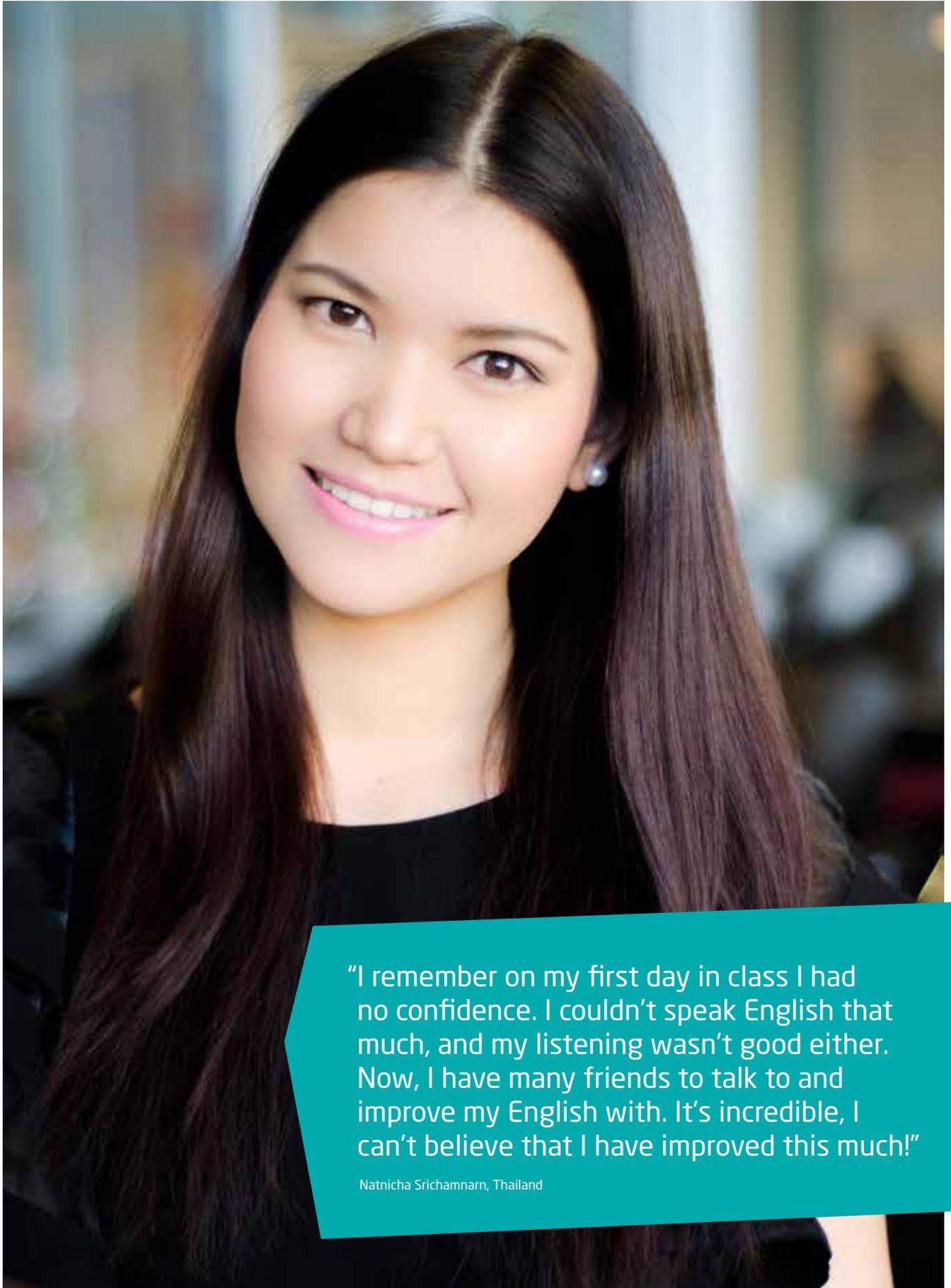
For further guidance please check with the INTO Admissions Office or your education counsellor.

\*\* Please note lessons are one hour including an allowance for class changeover.

Accredited by the



for the teaching of English



"I remember on my first day in class I had no confidence. I couldn't speak English that much, and my listening wasn't good either. Now, I have many friends to talk to and improve my English with. It's incredible, I can't believe that I have improved this much!"

Natnicha Srichamnarn, Thailand

Apply via the forms  
in this brochure

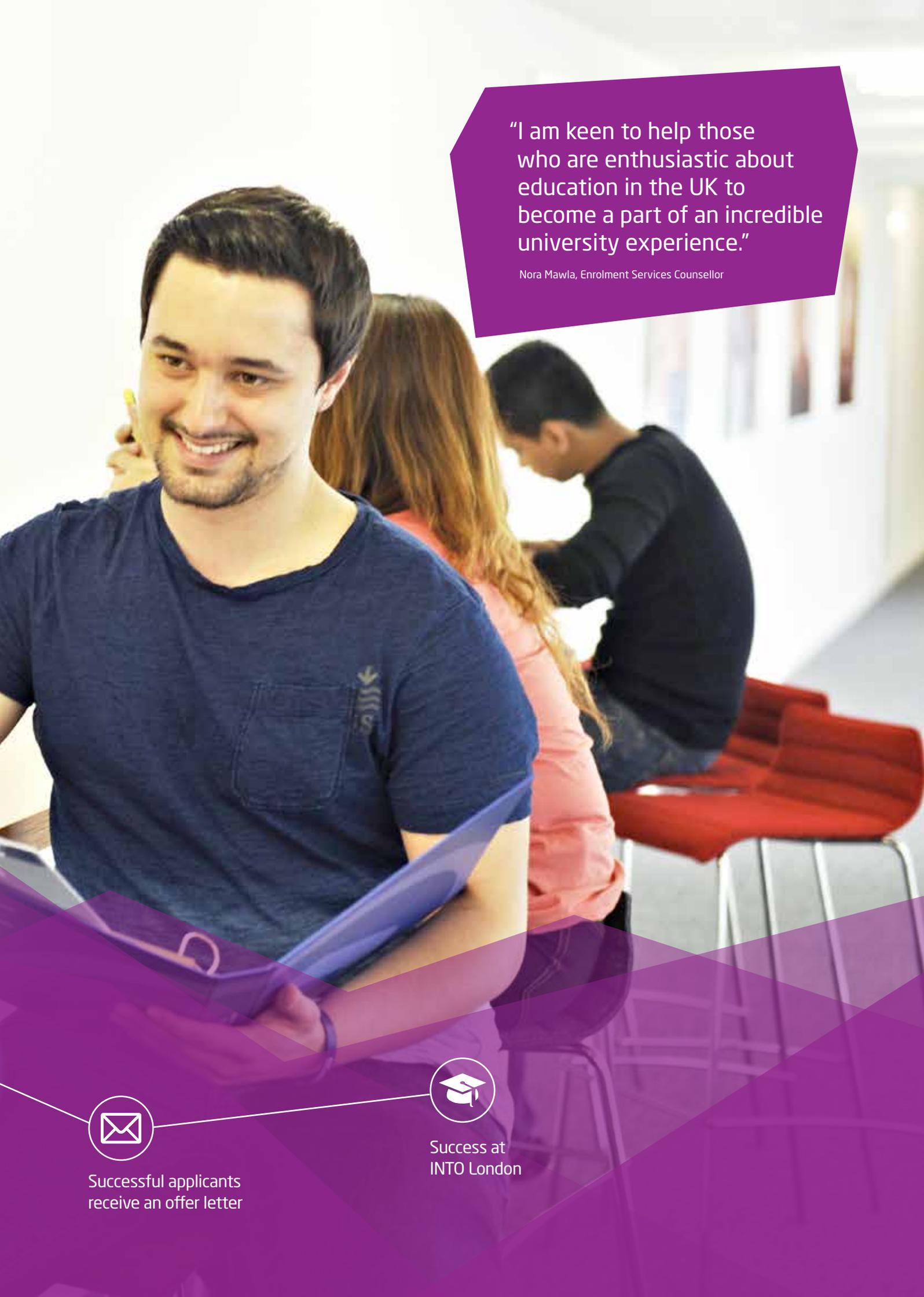


Apply online at:  
[www.intohigher.com/into-london/apply](http://www.intohigher.com/into-london/apply)



Review of your  
application within  
two working days

# Your application



"I am keen to help those who are enthusiastic about education in the UK to become a part of an incredible university experience."

Nora Mawla, Enrolment Services Counsellor



Successful applicants receive an offer letter



Success at INTO London

# How to apply

An easy application process to follow from anywhere in the world.

## Supporting your application

Whether you decide to complete your application with the support of an education counsellor in your home country or apply directly, we offer a simple application process and we will support you every step of the way.

Throughout the process our multilingual Customer Relations Advisers are available to help answer your questions. They can speak a range of languages including English, Mandarin, Cantonese, Arabic, Russian, Spanish, Japanese, Lithuanian, French, Italian, Polish and German.

## How do I apply?

You can apply through a local education counsellor. They will help you to complete the application form and send it along with your supporting documentation to our Admissions Office.

You can also apply online:

[www.intohigher.com/into-london/apply](http://www.intohigher.com/into-london/apply)

## What documents do I need to include?

- Completed application form, signed by the student or the parent/legal guardian.
- Copy(ies) of relevant academic certificate(s) in English.
- Copy(ies) of English language certificate(s) in English.
- Full details of previous study in the UK.
- A copy of your passport.

## What next?

After carefully reviewing the application, if successful, we will send a formal offer of a place. For complete applications, this is usually within two working days.

Once we have received the tuition fee and accommodation deposit (as detailed in the offer letter) and all the conditions of the offer have been met, we will send a CAS or visa letter to allow you to apply for your visa.

“My role as an admissions adviser involves communicating with students and education counsellors all over the world to assess and assist with applications; this support starts when an initial enquiry is sent and continues until the student arrives in the UK. I love working with such a dynamic and diverse range of people and am dedicated to providing the best service I can.”

Naomi Cromby, Admissions Adviser



# 98%

visa success rate in the UK

You should return your application pack to your local education counsellor or directly to the INTO Admissions Office at least one month before your intended start date.

Please send to: INTO London Admissions, One Gloucester Place, Brighton, East Sussex, BN1 4AA, UK  
 T: +44 1273 876040 | F: +44 1273 328595 | Education counsellor: ukadmissions@into.uk.com | All other enquiries: ukes@into.uk.com

You can also apply online at: [www.intohigher.com/into-london/apply](http://www.intohigher.com/into-london/apply)

Education counsellor's stamp

### Section 1 Student details (You must complete this section accurately otherwise your visa application may be affected)

Title (Mr/Mrs/Ms)	Do you have or are you applying for permanent residence in the UK?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Family name	Are you a US citizen or a US permanent resident?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Other names	Do you have dual nationality status?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gender <input type="checkbox"/> M <input type="checkbox"/> F Date of birth / / (dd/mm/yy) Current age	If <b>yes</b> , please provide full details	
What type of visa do you intend to apply for?	Permanent country of residence	
<input type="checkbox"/> Student Tier 4 visa <input type="checkbox"/> Student visitor visa <input type="checkbox"/> No visa	Student's home address (you must complete this accurately as it may affect your visa application)	
Name as written on passport	City	
Passport number	Postcode	Country
Nationality / citizenship	Student's telephone numbers in country of residence (inc. intl. code)	
	Tel	Mobile telephone
	Student's email address	

### Section 2 Parent/Spouse/Family member and Sponsor details

Title (Mr/Mrs/Ms)	Postcode	Country
Family name	Telephone (inc. intl. code)	
Other names	Email address	
Relationship to student	<b>How do you intend to fund your studies?</b>	
Contact address	<input type="checkbox"/> Self <input type="checkbox"/> Family <input type="checkbox"/> Employer* <input type="checkbox"/> Sponsor*	
City	*Name of employer/sponsor:	

### Section 3 INTO course selection

#### Academic programmes

##### International Foundation programme

- |   |  |
|---|--|
| <input type="checkbox"/> Accounting and Finance       | <input type="checkbox"/> Art, Design and Media           |
| <input type="checkbox"/> Business, Management and Law | <input type="checkbox"/> Hospitality, Events and Tourism |
| <input type="checkbox"/> Science and Engineering      |  |

Please specify start date

- |  |  |
|--|--|
| <input type="checkbox"/> Jun 2015 (4 term) | <input type="checkbox"/> Sep 2015 (4 term) |
| <input type="checkbox"/> Sep 2015 (3 term) | <input type="checkbox"/> Jan 2016 (3 term) |

##### Graduate Diploma programme

- Business Administration

Please specify start date

- |  |  |
|--|--|
| <input type="checkbox"/> Sep 2015 (3 term) | <input type="checkbox"/> Jan 2016 (3 term) |
|--|--|

#### Proposed undergraduate or postgraduate programme (Needs to be completed for visa purposes)

Students who successfully complete the International Foundation or Graduate Diploma at INTO London can also apply for entry to an affiliate university. Please provide details of your future study plan below. Please note this is for information only and does not imply any guarantee of progression.

Do you intend to study an undergraduate or postgraduate programme after completing your INTO course(s)?  Yes  No

Proposed degree programme

Proposed university

### Section 4 Student's education history

Please give details of your current or most recent school, college or university. Please ensure official institution transcripts, latest available results or forecast results are attached in English.

Institution name \_\_\_\_\_

Dates of study     /     /     to     /     /     (dd/mm/yy) \_\_\_\_\_

Date you received (or will receive) your certificate     /     /     (dd/mm/yy) \_\_\_\_\_

Highest educational qualification name \_\_\_\_\_

Language of instruction \_\_\_\_\_

Institution city/town \_\_\_\_\_

Postcode \_\_\_\_\_ Country \_\_\_\_\_

Email address \_\_\_\_\_

Have you ever studied in the UK?  Yes  No

If **yes**, please provide full details of study durations. Please also include a copy of your previous visa (must be completed for INTO purposes). \_\_\_\_\_

From     /     /     to     /     /     (dd/mm/yy) \_\_\_\_\_

Have you ever been refused a visa for the UK?  Yes  No

Have you ever been refused a visa application to any country?  Yes  No

If **yes**, please provide full details \_\_\_\_\_

### Section 5 Current English language proficiency

Please tick and enter details of your most recent English language test.  
Note: students will be assessed upon arrival and study plans WILL be altered if there is any discrepancy. Please provide a copy of your certificate.

IELTS      PTE      Other (please specify) \_\_\_\_\_

Have you arranged to take any other English language test(s) before starting your INTO course?  Yes  No

Name of exam \_\_\_\_\_

Date due to be taken     /     /     (dd/mm/yy) \_\_\_\_\_

### Section 6 Welfare

Do you have any conditions, medical or otherwise, that may impact your time in the UK?  Yes  No

Completion and signing of this form gives INTO permission to administer first aid by trained staff first aiders if required.

Do you consider yourself to have a disability?  Yes  No

Have you been convicted of a relevant criminal offence?  Yes  No

If you have answered **yes** to any of the above, please provide full details with your application on a separate sheet.

#### Travel and medical insurance

The full cost of Uniplan insurance will be added to the invoice unless proof of alternative adequate cover is attached. For full details on insurance packages and prices see page 83 of the brochure.

Please specify what insurance package you would like.  Standard  Premium

Please state when you would like the insurance to start

Start date     /     /     (dd/mm/yy)     End date     /     /     (dd/mm/yy) \_\_\_\_\_

I have my own insurance and enclose a copy

### Section 7 Accommodation options

Please note that INTO aims to provide the highest preference requested but, if this is not available, INTO reserves the right to provide or suggest alternative accommodation.

Confirming your accommodation early gives you the best chance of getting the building and room type you want.

Please indicate the building and room type you would prefer by ticking 3 boxes opposite to indicate your 1st, 2nd and 3rd choice of accommodation.

Do you require homestay during the holiday periods?  Yes  No

Do you envisage that you will have any specific requirements in student accommodation as a result of a disability/medical condition?  Yes  No

#### Dietary requirements

Please give details of special dietary requirements e.g. halal, vegetarian, no pork, any food allergies.

	1st preference:	2nd preference:	3rd preference:
<b>Scape East - Studio</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Scape East - Studio+</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Scape East - Studio++</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Craft Building - Classic en suite</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Craft Building - Premium en suite</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>The Craft Building - Premium Studio</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Stratford ONE - En suite</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Homestay</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Meal plan</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you require a meal plan? (available at Scape East only)		<input type="checkbox"/> Yes	<input type="checkbox"/> No

### Section 8 Airport pickup

Flight details including arrival date and flight number should be emailed to [ukarrival.details@into.uk.com](mailto:ukarrival.details@into.uk.com) as soon as possible. All under 18 students **must** either book an INTO airport pickup or provide evidence of alternative arrangements.

Do you require an airport pickup?

London Heathrow (£130)      London Gatwick (£150)      London Stansted (£160)

### Section 9 Declaration

I am aware that I qualify for study at an "INTO University Partner Centre" and that INTO recommends study at an "INTO University Partner Centre" because it offers guaranteed progression to a specific university partner and degree programme. I have chosen to proceed with applying to INTO London and I confirm I am not interested in studying at an INTO University Partner Centre.

I declare that the information I have supplied on and with this form is complete and correct

I have read and understood and agree to abide by the terms and conditions

I agree to abide by the Cancellation and Refund Policy

I agree to pay all tuition and accommodation and sundry expense fees as they become due

I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of my enrolment

#### Student records

I agree that copies of my academic progress and performance reports can be supplied to parents, sponsors or education counsellors without further notification  Yes  No

I agree that my records and achievements may be used for promotional purposes, without further notification  Yes  No

Signed \_\_\_\_\_ Date     /     /     (dd/mm/yy)

(Parent/guardian) For students under 18

Or

Signed \_\_\_\_\_ Date     /     /     (dd/mm/yy)

(Student)

### INTO Giving Support our charity

INTO Giving is our designated charity. It was established to help make a difference to the lives of young people in the developing world by improving their access to education. Each year our staff and students organise and participate in fundraising events. Before you arrive at the Centre you can support one of our educational projects by making a donation of £25. For every donation received INTO will donate a further £25 to INTO Giving. To find out more about INTO Giving please visit [www.into-giving.com](http://www.into-giving.com)

I confirm that I would like to make a donation of £25 to INTO Giving and agree for this donation to be added to my invoice / financial statement for payment.



# A brighter future for just £25

We're delighted you have chosen INTO London and look forward to helping you achieve your dreams.

## **But did you know there are 57 million children globally not enrolled in school?**

Parents everywhere share a desire to give their children the best possible start in life but, sadly, a basic education is still beyond the reach of many young people around the world.

As part of our commitment towards learning, INTO has set up INTO Giving, a charity that helps improve both access to and quality of education for young people living in difficult circumstances.

When children go to school and learn, they create opportunities, transforming and empowering their lives and their community.

## **Donate £25 and help provide the education they deserve.**

On your application form you can opt to donate £25 to INTO Giving and INTO will match your funds, increasing the donation to £50. Every penny you donate will go straight to the INTO Giving educational projects.

For more information visit [www.into-giving.com](http://www.into-giving.com)

**Help transform lives by supporting our educational projects around the world.**

**INTO<sup>®</sup> GIVING**

One Gloucester Place, Brighton, East Sussex BN1 4AA | T: +44 [0]1273 665200 | F: +44 [0]1273 679422 | E: [info@into-giving.com](mailto:info@into-giving.com)  
Charity name: INTO GIVING LIMITED | Charity registration number 1126262 | Company number: 6689824

## Important

### 1. Application of the Terms and Conditions

- These terms and the offer letter (together the "Terms and Conditions") set out the contractual terms which apply between INTO London Ltd ("INTO Centre or INTO") and students ("Students") in relation to the English language courses and/or academic programmes and any other INTO courses (the "Course").
- As such, Students should ensure they read the Terms and Conditions very carefully before signing and submitting their application for admission to the INTO Centre.

### 2. Application to the Course and Confirmation of Acceptance

- To apply for a place on a Course, Students should complete their application and submit it to the INTO Admissions Office.
- INTO may accept or reject applications in its absolute discretion. If INTO accepts the application, INTO will issue a written offer of a place on a Course to the Student (including any conditions relevant to the offer) (the "Offer Letter") together with an acceptance form for the Student to confirm their acceptance of the offer of the place.
- In order to accept the offer, the Student must:
  - complete and return to INTO the acceptance form confirming acceptance of the offer of the place indicated in the Offer Letter;
  - pay a deposit as described in the Offer Letter which will be used towards the tuition fees due for the Course. The amount of the deposit required will be shown in the Offer Letter; and
  - pay the Uniplan Insurance premium (details of which are set out in this brochure) and submit the completed Uniplan form to INTO or provide proof of an acceptable alternative insurance cover.
- After completion of the actions listed in paragraph 2c above, the contract between the Student and INTO is formed. However, if the offer is 'conditional', the contract shall not come into force unless and until the Student meets the conditions of the Offer Letter and completes the actions listed in paragraph 2c above.

### 3. Tuition fees and payment

- The balance of the invoice including tuition fees payable for the Course, enrolment fee and any insurance fees (if applicable) payable must be paid to INTO no later than six weeks prior to the start date of the Course (which is stated in the Offer Letter). Details of indicative course dates are included in this brochure.
- The invoice including tuition fees, enrolment fee and insurance fees (if applicable) must be paid in full in pounds sterling by cheque, banker's draft, bank transfer, credit card or debit card.
- If bank, credit or debit card charges are incurred by INTO on such payments, where these charges have been incurred through no fault of INTO, these will be re-invoiced to the Student's account so that INTO receives the payment in full.
- Tuition fee deposits are non-refundable unless the Student is unable to meet visa entry requirements (in which case the Student will be required to provide an official visa rejection letter to INTO – further details of which are set out in section 10 below) or meet conditions of offer (details of which are set out in section 11 below).
- Any variation to standard payment terms will only be made by prior agreement in writing by the Centre Director of the INTO Centre.
- The prices stated in this brochure are valid for confirmed bookings (with payment) received by INTO on or after 01 January 2015 and until further notice. Please contact INTO for further details or visit the website.

### 4. Other fees

- One to one tuition – Any Students who require 1:1 tuition must agree such tuition with the INTO Centre in advance. English language tuition will be charged at £75 per hour and will be invoiced in advance. One to one for other subjects may be available and charges may vary. For such tuition, the student should speak to the Academic Director in the INTO Centre in the first instance.

### 5. Overdue fees

- In cases of overdue payment of any of the fees owed by the Student, INTO reserves the right to suspend or cancel tuition and to charge interest on the outstanding balance. Interest will be charged on any outstanding fees at the rate of 2.5% above the base rate of Barclays Bank per month or part thereof from the due date (either six weeks prior to course commencement or date of receipt of visa) until payment.
- INTO reserves the right to withhold any academic results or certificates, if fees are still owed by the Student at the end of their Course.
- Fees remain payable if a 'notice of withdrawal' has not been given in accordance with these Terms and Conditions.

### 6. Changes to Confirmation of Acceptance for Studies ("CAS")

- INTO will issue a CAS, no more than six months before the Student's first Course start date provided that:
  - the Student's offer is unconditional; and
  - the Student has paid their deposit or full fees as set out in the Offer Letter.
- Before issuing the CAS, INTO will confirm with the Student that the details to be included in the CAS are correct. Once the student has confirmed that the details are correct, INTO will submit the details to the Home Office.
- If the Student requests any changes to the information on the CAS (other than an update to the 'Fees paid to date' information after making further payments) after INTO has submitted the details to the Home Office and a new CAS is required, the Student will be charged for each request at the then prevailing rate. At the time of going to print the cost is £14 but is subject to review by the Home Office.

### 7. Cancellation charges

- Subject to paragraphs 8 and 9 below, if the Student wishes to cancel their place on the Course prior to the Course commencing, then, unless such cancellation is due to visa refusals, and/or academic and/or English Language conditions on the Student's Offer Letter not being met, the following charges apply:

#### Academic programmes and English for University Study Courses

##### Tuition fee cancellation charges:

Four weeks or more before commencement: cancellation fee of £500  
 Less than four weeks before commencement: cancellation fee of £1000  
 Cancellation after course commencement: cancellation fee of one term's full fees

##### Accommodation fee cancellation charges:

Four weeks or more before commencement: cancellation fee of £500  
 Less than four weeks before commencement: cancellation fee of £1000

- Cancellations must be made in writing to the INTO Admissions Office, One Gloucester Place, Brighton, BN1 4AA. Cancellations will become valid on the day the written notice is received by INTO.

- Cancellation charges will be deducted from the deposit and/or tuition fees paid by the Student or, if no deposit and/or tuition fees have been paid by the Student, INTO will invoice the Student for the cancellation charges. Payment shall be due within 30 days of the date of such invoice.
- Cancellation of a Course includes cancellation of any Uniplan Insurance policy. Students will be charged for the length of insurance cover received so far and will be refunded a proportion of the premium for the unexpired period of cover less a £25 administration charge.

### 8. Leaving a Course early

- If a Student wishes to withdraw from their Course, they must notify the INTO Centre in writing as described above in the section 'Cancellation charges'. Once a student has arrived in the UK and commenced their course in the centre, there will be no refund of fees.
- Accommodation cancellation charges will apply as outlined at paragraph 21 below.

### 9. Contracts made by distance communication

- If INTO has made its offer for a place on the Course and the offer has been accepted by the Student solely by means of distance communication (i.e. if up to the point when the contract is concluded there has been no face-to-face contact between the Student and INTO or INTO's representative) then the contract between us is a "Distance Contract".
- Students are entitled to cancel a Distance Contract at any time up to the earlier of:
  - 7 days from the date when the Distance Contract is concluded; or
  - the date on which the Student starts the Course.
- In order to cancel the Distance Contract, the Student must inform INTO in writing at the INTO Admissions Office, One Gloucester Place, Brighton, East Sussex, BN1 4AA within the time periods set out in paragraph (b) above.
- If any payment has been made by the Student to INTO under these Terms and Conditions prior to the date of cancellation then a full refund will be provided by INTO using the same payment type as soon as possible but, in any event, within 30 days of receipt of the Student's notification of cancellation.

### 10. Cancellation or deferral because of Visa refusal/Visa delays

- Students are entitled (provided such refusal/delay is not the result of any fraudulent activity) to cancel or defer a Course due to refusal or non receipt of a necessary visa providing that the Student informs the INTO Admissions Office in writing and sends evidence to INTO of the visa refusal or that the Student advises INTO that they have not yet received the relevant visa from the Embassy as early as possible and in any event no later than two weeks after the Student's proposed Course start date (or one week for English for University Study Courses).
- Cancellation charges (except for Uniplan Insurance cancellation fees which will apply as outlined above in paragraph 7d) will not be incurred in the circumstances described in paragraph (a) above provided that the Student complies with the notice requirements set out and any deposit and/or tuition fees already paid will be refunded accordingly. Failure to provide the relevant information in the timescales set out in paragraph (a) will result in normal cancellation charges applying as set out in paragraph 7 and no fees already paid will be refunded.
- If the visa refusal states that the visa has been refused due to any type of fraudulent activity by (or with the approval of) the Student then, notwithstanding paragraph 10b, the Student shall be liable for full deposit which will become non-refundable and the total of all claims, damages, losses (including consequential and indirect losses) and expenses incurred as a result of such fraud and the need to comply with any associated internal or external investigation.

### 11. Cancellation because conditions of offer are not met

- If INTO's offer to the Student is conditional upon the Student meeting the requirements set out in the Offer Letter, INTO reserves the right to withdraw its offer to the Student if the requirements of the Offer Letter are not met.
- If a Student does not meet the conditions of the Offer Letter (Academic or English language), provided that the Student informs INTO in writing and sends evidence that the conditions have not been met as early as possible but at least four weeks before the Course start date, no cancellation charges will be payable by the Student to INTO. This information must arrive at the INTO Admissions Office in the UK no later than four weeks before the Course start date or the day after the Student's exam results are published (if this falls after the four week cut off point). If INTO receives the relevant information (including evidence of the date of publication of the results if this falls after the four week cut off point) within the timescales outlined above, any deposits/fees already paid (minus the Uniplan Insurance cancellation fees as outlined above in paragraph 7d) will be refunded by INTO to the Student. Failure to do this will result in normal cancellation charges applying (as set out above) and no fees will be refunded.

### 12. Deferrals

- A Student may defer the start of a Course if the Student has been prevented by external events from starting the Course, up to a maximum of two occasions. An external event includes (without limitation) serious illness or injury of the Student or of a close member of the Student's family.
- Students must ensure that any request to defer is accompanied by a full explanation of the reasons for the request, is presented in writing and reaches the INTO Admissions Office in the UK at least six weeks before the Course start date. If INTO receives the request after this date, normal cancellation charges will apply (see the 'Cancellation charges' section above). The request should also include details of the Student's preferred new start date for the Course.
- All deferrals are subject to the availability of the requested chosen new Course start date at the time INTO receives the Student's request to defer.
- Any deferral requests in excess of the two occasions referred to above will be considered by the INTO Admissions Office on a case-by-case basis and acceptance of a deferral request will be at the INTO Admissions Office's sole discretion.
- On the basis that a new CAS will need to be issued if a request to defer is successful, the Student will be charged the fee in respect of the new CAS (as described in paragraph 6c above).
- Student accommodation will need to be re-booked and is subject to availability.
- If the reason for deferral is due to visa refusal, the provisions set out under section 10 above shall apply.

### 13. Academic criteria and attendance

- Students are accepted onto the Course on the strict understanding that progression through the Course and successful completion of the Course are conditional upon satisfactory attendance and successful attainment of specified progression grades.

- Students are accepted onto the Course on the strict understanding that they attend all classes. By signing the application form, the Student accepts that if they fail to attend classes without good reason, or without the permission of the Programme Manager for the Course or a member of the Centre Senior Management Team, they may be deemed to have withdrawn or be required to leave the Course. In the case of students studying on a Tier 4 visa, the Centre may also report the situation to the Home Office.
- During the Course induction all Students will be made aware of the criteria for successful completion of the Course. The assessment of student performance may take into consideration coursework, internal centre examination results, attendance, effort in class and homework.
- Students who do not meet the academic and/or any other attainment criteria for successful completion will not be allowed to proceed with their intended study plan. In such cases, Students will be offered advice on suitable alternative study options.
- Students who do not meet the attainment criteria for progression from an English language programme, or who are identified at being at serious risk of not meeting the attainment criteria for progression from an English language programme, to their intended Course of study (including Extended courses) will be offered advice on alternative study plans which may include further study on the English language Course. In some cases, an alternative study plan may involve additional time and expenditure with regard to tuition and accommodation fees.
- INTO reserves the right not to re-enrol a student if their prior attendance has been unsatisfactory.

### 14. English language admissions criteria

- Offers are made to Students for both English language and academic Courses on the basis of the certification provided by the Students that they meet the admissions criteria. If, however, the results from the tests and assessment procedures on arrival provide clear evidence that a Student's actual level of English language proficiency is significantly lower than claimed and lower than that required for their designated Course or for visa entry purposes, then the Student will be formally advised of the results and of their options.
- Where 14a applies, Students will not be allowed to proceed with their original Course and will be advised as to possible alternatives. Such alternatives may include:
  - an alternative study plan which may involve additional time and expenditure up to £1,000 with regard to tuition and accommodation fees; or
  - if the English Language level is below the level for visa entry purposes then the Student will have to return home.

### 15. Behaviour, welfare and attendance

- By signing the application form, the Student consents to INTO requesting and receiving any relevant information from any University school, service or centre concerning the Student's behaviour, welfare and attendance, and to allow the efficient operation of the Centre.
- If the Student has welfare and/or pastoral problems or concerns, the Student should in the first instance refer to the INTO Student Handbook or contact the Head of Student Services or the Student Services team.
- INTO will withdraw any student whose behaviour breaks Centre's code of conduct.

### 16. Class times and sizes

- For all Courses, classes will normally be held Monday to Friday between the hours of 08:00 and 19:00 but INTO reserves the right to hold classes outside of these times.
- The maximum class size is normally 20 students for English for University Study and English language modules on academic Courses. However, where appropriate, classes may be combined for university style lectures.
- Lessons will take place in the form of classes, seminars, workshops and lectures. Academic subject class sizes will vary depending on the learning format (e.g. lecture, seminar, lab practicals).
- Examinations may be held in the evening, on weekends and public holidays, and at venues outside of the main centre.

### 17. Holidays

- No regular classes will take place at INTO on recognised UK public holidays
- No refunds will be made for classes not taking place on these dates.
- On occasion examinations may be held on these dates. Term dates relevant to individual Courses are published in this brochure and no classes will take place outside these dates.

### 18. Arrivals

- Students must arrive in the UK on the Saturday or Sunday before the Course start date and register and enrol at the Centre on the published start date.
- Late arrivals – INTO expects all Students to arrive and start their Course on the scheduled start date. However, INTO recognises that Students are sometimes delayed for unavoidable reasons (these would include, for example, cancellation of, or delays to, flights or other transport). In exceptional cases, the INTO Centre will allow Students to arrive up to two weeks after the published start date for academic Courses and up to one week late on English language Courses. Unavoidable late arrivals must be approved in advance by the Head of Admissions of INTO as soon as the Student becomes aware that he or she will not arrive in time for the scheduled start date.
- If, due to late arrival, a new CAS has to be issued, there will be a charge for the issuing of the new CAS (as set out in paragraph 6c above).
- No discount or refund of fees will be given for late arrivals.

### 19. Accommodation

- At the time of application to the Course, Students are invited to select their preferred accommodation. INTO aims to provide the accommodation as requested but, if this is not available, INTO reserves the right to provide an alternative type of accommodation. This will be charged at the published rate for such accommodation as set out on the fees page within this brochure.
- Accommodation is allocated as per the instructions on the application form and upon receipt of the signed copy of the student's acceptance form and payment of the appropriate accommodation deposit (as evidenced by the Student's invoice). Under 18s are required to stay in INTO accommodation unless full details have been provided of alternative living arrangements with a named adult over the age of 21.
- Students will be sent a copy of the accommodation terms and conditions with their offer letter and are required to agree to them when returning the acceptance form.
- The accommodation deposit is described in the Offer Letter. Accommodation is guaranteed once the deposit has been paid, the student has returned a ticked and signed Acceptance Form, and the Student has received confirmation that the type of room they have requested is available.
- INTO accommodation is only available to Students who are registered on fulltime INTO Courses.

- f. Accommodation is not available to family members of Students (unless they are also registered on full-time Courses at INTO). INTO advises Students to insure their personal belongings. INTO shall have no liability for any loss, theft and/or damage to Students' personal belongings. INTO can provide details of insurance policies on request.
- g. Where a Course spans a holiday period accommodation fees will still be charged for those periods.
- h. Damage and sundry expenses deposit – All Students will be required to pay a damage and sundry expenses deposit of £500 which will be invoiced at the time of booking their course and shall be payable at least six weeks prior to the start date of the Course. Such deposit is refundable at the end of the Course minus any costs not already paid in Centre for any damages, exceptional cleaning or fines which have been incurred either to the residential/homestay accommodation or the premises and/or facilities which are discovered during occupancy or once an inspection has taken place after the Student's departure. The INTO Centre will repay any monies owing within 60 days of the Student's final Course end date.
- i. The damage and sundry expenses deposit is to cover outstanding damages and repairs once the Student has vacated the property and/or any fines or damage charges incurred during the study period remaining unpaid at the time of the Student's departure.
- j. Breakages – Students are responsible for payment of any damage caused by them to property owned or occupied by the University (where applicable) or the INTO Centre. Students in residential accommodation may be required to sign an inventory on arrival and departure. The INTO Centre reserves the right to recover costs for damage or exceptional cleaning from Students. Any damage which requires repairs and/or exceptional cleaning which occurs whilst the Student is living in the property or is required following the Student's departure will be charged to the Student separately at the going rate. Any damage discovered during the student's stay will be invoiced at that time and payment will be due immediately. Charges for damage discovered after departure will be deducted from the deposit payable by the Student as set out in paragraph 19i above. If the amount due is in excess of the deposit paid by the Student, INTO will invoice the Student for the excess amount. The Student shall pay any such amounts to INTO within 30 days of the date of the invoice.
- 20. Accommodation fees**
- a. All accommodation fees for the entire duration of the accommodation booked must be paid in full in pounds sterling by cheque, banker's draft, bank transfer, credit or debit card at least six weeks prior to the start date of the Course. If bank, credit or debit card charges are incurred by INTO on such payments, where these charges have been incurred through no fault of INTO, these will be re-invoiced to the Student's account so that INTO receives the payment in full.
- 21. Accommodation changes or cancellation when a Student has arrived and moved into their Accommodation**
- a. Residential/homestay accommodation – In all cases except visa refusals, Students who wish to cancel their accommodation booking will be subject to the cancellation fees as set out in the copy of the accommodation terms and conditions they will have received with their Offer Letter.
- b. Students are bound by the terms and conditions of their accommodation contract.
- c. Full accommodation charges will apply during any notice period as outlined in the accommodation contract.
- d. No change to the type of accommodation arrangements will be made without the written permission of the Head of Student Services or the Centre Director. This permission will only be given in exceptional circumstances. If a Student makes a change to his/her accommodation arrangements or leaves accommodation provided by INTO without the prior written consent of the Centre Director, the Student shall remain liable for the full accommodation payments invoiced or reserved at the time of confirmation.
- e. A Student under the age of 18 may only move to agreed alternative private accommodation where the Student's parent or guardian have certified to INTO that this is the case and that the provision of accommodation by INTO is no longer required. For the avoidance of doubt the Student shall remain liable for the full accommodation payments invoiced or reserved at the time of confirmation in respect of the vacated property.
- f. Residential accommodation may not be available over the two week Christmas period to Students who are under 18 years old. The INTO Centre can assist with alternative arrangements which may incur an additional charge.
- 22. Airport pickups**
- a. Airport pickups may be booked as specified earlier in this brochure. The airport pickup will be for the passenger named on the application form only or for named Students if Students agree in advance (and notify INTO) that they wish to share an airport pickup.
- b. Additional family members or chaperones accompanying the named passenger will be charged additional fees.
- c. The first 30 minutes of waiting time is included in the fee as specified in this brochure. Additional fees may apply for waiting periods longer than 30 minutes.
- d. Fees will only be refunded for 'missed pickups' if the Student informs INTO, by telephoning the INTO emergency telephone number (as publicised in the pre-departure guide), that their pickup will not be required or that they will be delayed before they leave the departure airport, or if they have arrived at their destination airport and the transfer is a no show, they telephone the INTO emergency telephone number (as publicised in the pre-departure guide), that their transfer is a no show before they leave the arrival airport.
- e. Airport transfer fees must be paid for at least 6 weeks prior to the course start date.
- f. Airport pickups are compulsory for students under 18, unless parents provide INTO with evidence that they have made alternative arrangements for the collection of their child from the UK entry airport. A similar compulsory delivery of students under 18 to their departure airport applies.
- 23. Travel to the INTO Centre**
- a. INTO expects Students to assist INTO with its Green Travel Plan, as maybe reasonably required.
- b. Students may not bring cars to campus unless otherwise agreed in advance by INTO. Please contact INTO for further details of our Green Travel Plan.
- 24. Record keeping duties under TIER 4 Immigration rules (PBS)**
- a. INTO is required to keep a copy of Students' passport, identity card for foreign nationals or United Kingdom immigration status document and Students' UK contact details.
- b. Under the TIER 4 Immigration rules (PBS) the sponsor licence holder will report to the Home Office in the following circumstances:
- if the Student fails to enrol on the Course within the enrolment period;
  - if the sponsor licence holder stops being the Student's immigration sponsor for any other reason, for example, if the Student is withdrawn or moves into an immigration category that does not need an approved education provider;
  - if there are any significant changes in the Student's circumstances, for example, if the length of a course of study becomes shorter; or
  - if INTO has any suspicions that the Student is breaking any conditions attached to their permission.
- 25. Medical treatment and accident insurance**
- a. Acceptance by the Student (or by his/her parent or legal guardian if the Student is under 18), of a place to study at the INTO Centre indicates that the Student (or parent/legal guardian if the Student is under 18):
- gives permission for the administration of first aid and appropriate nonprescription medication to the Student if required; and
  - if the Student is under 18, for INTO to recommend that the Student seeks medical, dental or optical treatment when required.
- b. All Students must maintain a valid and comprehensive medical and accident insurance policy for the duration of their stay. Students unable to provide evidence of adequate cover at the time of their application are required to take up the Uniplan Insurance cover as a condition of enrolment.
- 26. Students who are under 18**
- a. INTO strongly recommends that parents appoint a UK based guardian for international Students under 18 years of age.
- b. If parents are making their own arrangements for either guardianship services or a friend or family member in the UK to act as guardian to the Student, then evidence of these guardianship arrangements and contact details thereof must be supplied at time of confirmation.
- c. Parents of Students under 18 must sign a consent form authorising nominated INTO staff to act (on behalf of the parent) in the case of an emergency. They must also complete a medical information form. The forms will be included with the INTO offer documents and must be completed and returned to INTO at the confirmation stage. Confirmation documents will not be issued unless these forms are returned. Failure to return these forms could result in a Certificate of Acceptance for Studies not being issued.
- d. In the case of Students under 18, any reference in these Terms and Conditions to liability of Students shall also infer liability on the parents or guardian of the Student and such liability is joint and several.
- 27. Student information**
- a. Students agree that copies of their regular reports on their academic progress and performance can be supplied to parents, sponsors or agents without notification, by completing the student record section of the application form.
- b. Students agree that if INTO has serious concerns about their welfare, INTO can contact their parents or family members without notification. Consent is hereby given by the Student to the above until formally withdrawn in writing.
- c. Students and, if the Student is under 18, the Student's parents/guardians/sponsors hereby consent that the Student's records and achievements, images and sound may be used for promotional purposes, by completing the student record section of the application form.
- d. INTO is obliged to report visa status, attendance records and UK contact details to relevant UK government bodies and will do so in accordance with its legal obligations under relevant legislation (including under the Data Protection Act 1998).
- e. INTO may disclose information about the Student for the purposes of (without limitation):
- the administration of justice;
  - the exercise of any functions of either House of Parliament;
  - the exercise of any functions conferred on any person by or under any enactment;
  - the exercise of any functions of the Crown, a Minister of the Crown or a government department; and/or
  - the exercise of any other functions of a public nature exercised in the public interest by any person i.e. necessary for legitimate purposes and justified by the Data Protection Act.
- f. INTO will process personal information provided to it by Students in accordance with the Data Protection Act 1998 and any other applicable data protection legislation. For further information about how INTO handles and uses personal data please see INTO's Privacy Policy which can be viewed at [www.intohigher.com/uk/en-gb/footer/legal-and-privacy.aspx](http://www.intohigher.com/uk/en-gb/footer/legal-and-privacy.aspx).
- g. INTO will only use the personal information provided to it by Students in order to provide and administer the course. Please note that personal data may be shared between INTO and the university partner where applicable, as necessary in order to provide and administer the course. Any personal data shared is in accordance with the Data Protection Act 1998 and with any other applicable data protection legislation. Students acknowledge and agree that by providing their personal details, INTO may also pass their personal data to external agencies or other selected third parties for the purposes of seeking participation in student surveys, undertaking academic audits or ensuring compliance with INTO's regulatory responsibilities.
- 28. Liability**
- a. Subject to the following, INTO (including its staff and/or representatives) shall have no liability to the Student for any loss, damage, costs or expenses arising under or in connection with these Terms and Conditions except where such loss or damage is directly caused by INTO (or its staff or representatives).
- b. Where such loss or damage is directly caused by INTO (or its staff or representatives), INTO's liability shall, subject to the following, be limited to 150% of all fees paid or payable by the Student to INTO.
- c. Nothing in these Terms and Conditions shall exclude or restrict INTO's liability for death or personal injury resulting from its negligence or fraudulent misrepresentation or in any other circumstances where liability may not be so limited under any applicable law.
- d. INTO shall have no liability for failure or delay to supply the course and/or any service contemplated by these Terms and Conditions due to circumstances beyond its reasonable control.
- 29. Disclaimer**
- a. This brochure is prepared in advance of the academic year to which it relates. The information is correct at the time of going to press and the Courses and services described herein are those which INTO is planning to offer. However, INTO reserves the right, to amend, add or remove any, Course and/or services set out in this brochure and/or the timetable, delivery, content syllabus and assessment of such Courses. The University (where applicable) also reserves the right to amend the regulations governing those Courses without prior notice. INTO therefore strongly recommends that immediately prior to making any application to INTO or accepting any offer from INTO, Students should refer to the most up-to-date version of the Course descriptions and specifications and the regulations on the INTO website.
- b. INTO also reserves the right to make variations to the contents and methods of delivery of the Courses and services, to discontinue, Courses and services, and to combine and merge Courses, if such action is reasonably considered to be necessary by INTO.
- c. Applicants to INTO Courses will be notified as soon as practicable of any material changes likely to have a bearing on their application, such as cancellation of, or major modification to Courses offered, changes to accommodation provision or fees and charges to be levied by the university partner where applicable.
- d. INTO, in marketing its Courses, aims to comply with the British Code of Advertising Practice issued by the Advertising Standards Authority.
- e. Applications to universities for undergraduate or postgraduate courses are governed solely by the applicable terms and conditions of that university, and not by these Terms and Conditions.
- 30. Equal opportunities**
- a. INTO operates an equal opportunities admissions policy. It aims to ensure that no applicant will receive less favourable treatment on the grounds of age, sex, marital status, race, colour, nationality, ethnic origin, sexual orientation, or political or religious belief.
- b. INTO welcomes applications from candidates with disabilities.
- 31. Entire agreement**
- a. These Terms and Conditions and the Offer Letter constitute the entire agreement between INTO and the Student for the provision of English language Courses and/or academic Courses and any other INTO Course.
- b. These Terms and Conditions supersede any promises, representations, warranties – whether written or oral – made by or on behalf of one party to the other.
- 32. Changes to these Terms and Conditions**
- a. INTO reserves the right to vary these Terms and Conditions without the consent of the Student at any time prior to entering into a contract with the Student. In such circumstances, INTO will provide a revised set of Terms and Conditions.
- 33. Transfer of these Terms and Conditions**
- a. INTO may assign, transfer, or sub-contract in whole or in part some or all of the benefit and/or burden of these Terms and Conditions.
- 34. Severance**
- a. If any court or competent authority finds that any provision of these Terms and Conditions (or part of any provision) are invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions of these Terms and Conditions shall not be affected.
- 35. Governing law and jurisdiction**
- a. The formation, existence, construction, performance, validity and any dispute (including non-contractual disputes) arising out of or in connection with the subject matter or formation of these Terms and Conditions shall be governed by and construed in accordance with English law.
- b. The English Courts will have exclusive jurisdiction to settle any disputes (including any non-contractual disputes), which may arise out of or in connection with these Terms and Conditions. Students and INTO agree to submit to the exclusive jurisdiction of the English Courts.
- 36. Other fees**
- a. Textbooks – Textbooks and/or appropriate Course materials will be supplied to Students on enrolment for International Foundation, Graduate Diploma, or English for University Study Courses. Students will be invoiced for the textbooks and/or appropriate Course materials immediately following receipt by INTO of the Student's acceptance of the offer of a place on the Course and such invoice is payable at least six weeks before the start date of the Course. The approximate cost of text books and/or appropriate Course materials will be £190 per academic Course (3 term), £260 per academic Course (4 term) and £80 per term for the English for University Study Course.
- b. Laboratory and studio fees – Students who are either enrolled on science-based academic Courses (i.e. International Foundation in Science and Engineering) or a studio-based academic Course (i.e. International Foundation in Art, Design and Media) shall be charged an additional fee of £350 per to cover the use of laboratory or studio facilities. This fee will be invoiced to the Student immediately following receipt by INTO of the Student's acceptance of the offer of a place on the Course and such invoice is payable at least six weeks before the start date of the Course.
- 37. University placement and progression**
- a. Students who successfully complete the INTO Foundation may, at INTO's sole discretion receive a refund of all tuition fees paid if, having complied with INTO staff advice with regard to their university application, they have not been offered a place at a UK university on a course appropriate to their qualification.

**This information is available in different formats. Please contact the Centre to request a copy.**

# Dates and prices

## International Foundation

Dates	Tuition price
<b>June start (4 term)</b> Mon 22 Jun 2015–Fri 04 Sep 2015 Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016	<b>June start</b> 4 term £21,750 <b>September start</b> 4 term £21,750 3 term £17,600 <b>January start</b> 3 term £17,600
<b>September start (4 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>January start</b> 3 term £17,600
<b>September start (3 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016	
<b>January start (3 term)</b> Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	

## Accommodation prices - International Foundation

Scape East Mile End*				
Start dates	Studio	Studio+	Studio++	
<b>June (4 term)</b>	£14,009	£15,539	£17,514	
<b>September (4 term)</b>	£13,344	£14,784	£16,704	
<b>September (3 term)</b>	£10,286	£11,396	£12,876	
<b>January (3 term)</b>	£9,174	£10,164	£11,484	
The Craft Building				
Start dates	Classic en suite	Premium en suite	Premium studio	
<b>June (4 term)</b>	£11,153	£11,663	£14,009	
<b>September (4 term)</b>	£10,656	£11,136	£13,344	
<b>September (3 term)</b>	£8,214	£8,584	£10,286	
<b>January (3 term)</b>	£7,326	£7,656	£9,174	
Stratford ONE				
Start dates	En suite			
<b>June (4 term)</b>	£10,247			
<b>September (4 term)</b>	£9,840			
<b>September (3 term)</b>	£7,585			
<b>January (3 term)</b>	£6,765			

\* The block accommodation prices do not include the cost of meal plans, which are available on a half-board basis for £80 per week.

## Graduate Diploma

Dates	Tuition price
<b>September start (3 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016	<b>September start</b> 3 term £17,600 <b>January start</b> 3 term £17,600
<b>January start (3 term)</b> Mon 11 Jan 2016–Fri 18 Mar 2016 Mon 04 Apr 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	

## Accommodation prices - Graduate Diploma

Scape East Mile End*				
Start dates	Studio	Studio+	Studio++	
<b>September (3 term)</b>	£10,286	£11,396	£12,876	
<b>January (3 term)</b>	£9,174	£10,164	£11,484	
The Craft Building				
Start dates	Classic en suite	Premium en suite	Premium studio	
<b>September (3 term)</b>	£8,214	£8,584	£10,286	
<b>January (3 term)</b>	£7,326	£7,656	£9,174	
Stratford ONE				
Start dates	En suite			
<b>September (3 term)</b>	£7,585			
<b>January (3 term)</b>	£6,765			

\* The block accommodation prices do not include the cost of meal plans, which are available on a half-board basis for £80 per week.

## English for University Study

Course term dates	Tuition price
<b>September start</b> Mon 28 Sep 2015–Fri 11 Dec 2015	Per term £4,150
<b>January start</b> Mon 11 Jan 2016–Fri 18 Mar 2016	
<b>April start</b> Mon 04 Apr 2016–Fri 10 Jun 2016	
<b>June start</b> Mon 20 Jun 2016–Fri 26 Aug 2016	

## Accommodation prices - English for University Study

Scape East Mile End*				
Start dates	Studio	Studio+	Studio++	
<b>September</b>	£3,058	£3,388	£3,828	
<b>January</b>	£2,780	£3,080	£3,480	
<b>April</b>	£2,780	£3,080	£3,480	
<b>June</b>	£2,780	£3,080	£3,480	
The Craft Building				
Start dates	Classic en suite	Premium en suite	Premium studio	
<b>September</b>	£2,442	£2,552	£3,058	
<b>January</b>	£2,220	£2,320	£2,780	
<b>April</b>	£2,220	£2,320	£2,780	
<b>June</b>	£2,220	£2,320	£2,780	
Stratford ONE				
Start dates	En suite			
<b>September</b>	£2,255			
<b>January</b>	£2,050			
<b>April</b>	£2,050			
<b>June</b>	£2,050			

\* The block accommodation prices do not include the cost of meal plans, which are available on a half-board basis for £80 per week.

## General English

For General English dates and prices, please visit: [www.intohigher.com/english](http://www.intohigher.com/english)

## English language courses accommodation notes

The prices for both residential and homestay accommodation cover tuition periods only. If your course or study plan spans a vacation period, the accommodation must be paid for during the vacation period as well. Homestay accommodation is only available during vacations by special request and is not guaranteed. A supplement may be payable; over the two-week Christmas period. If you wish to leave your belongings with the host family during a vacation period, the full weekly amount will be payable. Please see the terms and conditions on page 81 of this brochure for information regarding the availability of residential accommodation over the Christmas period for under 18 students.

## Weekly accommodation prices

These prices will apply for additional weeks e.g. during holidays

Accommodation options	Prices until Fri 18 Sep 2015	Prices from Sat 19 Sep 2015
Scape East Mile End		
Studio	£265	£278
Studio +	£295	£308
Studio ++	£330	£348
<b>Half-board meal plan</b>	NA	£80 per week
Stratford One		
En suite	£189	£205
The Craft Building		
En suite	£209	£222
Premium en suite	£219	£232
Premium studio	£265	£278

### Notes:

Prices are valid for all bookings confirmed and paid for after 01 January 2015, until further notice.

### Other fees

Airport pickup	
Airport	Price
London Stansted	£160
London Heathrow	£130
London Gatwick	£150
Course-related fees	
Enrolment fee*	£150
Textbook fees (4 term academic programme)	£260
Textbook fees (3 term academic programme)	£190
Textbook fees (English for University Study, per term)	£80
Laboratory/studio fee	£350

\* Per academic programme, charged upon confirmation. Please see clause 36 of the terms and conditions on page 81 for further details of course-related fees.

### Public holidays

2015	2016
<b>New Year's Day</b> Thu 01 Jan 2015	<b>New Year's Day</b> Fri 01 Jan 2016
<b>Good Friday</b> Fri 03 Apr 2015	<b>Good Friday</b> Fri 25 Mar 2016
<b>Easter bank holiday</b> Mon 06 Apr 2015	<b>Easter bank holiday</b> Mon 28 Mar 2016
<b>May Day holiday</b> Mon 04 May 2015	<b>May Day holiday</b> Mon 02 May 2016
<b>May bank holiday</b> Mon 25 May 2015	<b>May bank holiday</b> Mon 30 May 2016
<b>Summer bank holiday</b> Mon 31 Aug 2015	<b>Summer bank holiday</b> Mon 29 Aug 2016
<b>Christmas Day</b> Fri 25 Dec 2015	<b>Boxing Day</b> Mon 26 Dec 2016
<b>Boxing Day</b> Mon 28 Dec 2015 (substitute day)	<b>Christmas Day</b> Tue 27 Dec 2016 (substitute day)

### Uniplan insurance

Uniplan Insurance is a comprehensive insurance policy prepared especially for international students in the UK to cover loss of personal possessions as well as travel, health and medical claims. Full travel, health and medical insurance is mandatory for all INTO London students, and Uniplan Insurance will automatically be added to your course fees unless you show that suitable alternative cover has been provided. INTO is an appointed representative of Endsleigh Insurance Services Ltd, which is authorised and regulated by the Financial Conduct Authority. This can be checked on the Financial Services register by visiting its website at: [www.fca.org.uk/register](http://www.fca.org.uk/register)

Period of cover	Cost Standard	Cost Premium
Up to 1 month	£66.40	£73.04
Up to 6 weeks	£77.51	£85.26
Up to 2 months	£88.62	£97.47
Up to 3 months	£121.99	£134.18
Up to 4 months	£144.25	£158.66
Up to 5 months	£173.15	£190.45
Up to 6 months	£195.36	£214.88
Up to 12 months	£356.95	£392.65
Up to 13 months	£384.41	£422.85
Up to 18 months	£465.82	£512.40
Up to 24 months	£528.29	£581.11

### Cover

Item	Maximum sum insured Standard	Maximum sum insured Premium
All medical emergencies expenses (including repatriation)	£2,000,000	£2,000,000
Emergency dental treatment	£500	£500
Funeral costs in the UK	£5,000	£5,000
Family travel cost to the UK in event of death	£3,000	£3,000
Personal total disablement	£25,000	£25,000

Item	Maximum sum insured Standard	Maximum sum insured Premium
Luggage	£1,000	£1,000
Passport, tickets and passes	£500	£500
Personal money	£100	£100
Single article limit	£200	£1,000
Valuables total	£300	£1,000
Personal liability	£1,000,000	£1,000,000
Overseas legal expenses and assistance	£10,000	£10,000
Course fees	Up to £14,000	Up to £14,000
Cancellation or curtailment charges	£3,000	£3,000
Excess	£50	£50

### Principal exclusions

#### General

The first £50 of each and every claim per incident made by each insured person except for claims under personal liability, personal accident and legal expenses where no excess applies. This policy is not available to anyone aged 65 or over.

#### Cancellation or curtailment charges and course fees

Any circumstances known prior to booking the trip that could reasonably be expected to give rise to a claim.

#### Emergency medical and other expenses

Treatment or surgery which in the opinion of the medical practitioner in attendance can wait until your return home. Medication, which prior to departure is known to be required.

#### Baggage and personal money, passport and documents

Valuables left unattended at any time unless in a safety deposit box or in your locked accommodation. Personal money or your passport if left unattended at any time unless in a safe, a safety deposit box or in your locked accommodation.

## Want to find out more?

If you would like to find out more about any of our courses or services, please visit our website. You can also contact the Centre via email or phone, or visit one of our education counsellors in your home country.

### Enquiries and applications

#### INTO London Admissions

One Gloucester Place  
Brighton  
East Sussex  
BN1 4AA  
United Kingdom

T: +44 1273 876040

Education counsellors  
E: [ukadmissions@into.uk.com](mailto:ukadmissions@into.uk.com)  
All other enquiries  
E: [ukes@into.uk.com](mailto:ukes@into.uk.com)

### Centre contact details

#### INTO London - World Education Centre

438-490 Mile End Road  
London  
E1 4PE  
United Kingdom

T: +44 203 691 5600

E: [intolondon@into.uk.com](mailto:intolondon@into.uk.com)



[www.intohigher.com/into-london](http://www.intohigher.com/into-london)



[www.facebook.com/intolondon](http://www.facebook.com/intolondon)



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[www.myin.to/intolondonvideos](http://www.myin.to/intolondonvideos)



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[www.instagram.com/intolondon](http://www.instagram.com/intolondon)

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