

**INTO** 



UNIVERSITY OF  
GLOUCESTERSHIRE



180 years

of teaching, with cutting-edge  
facilities in inspirational locations



## University pathways

**2015-2016**

Academic and English preparation  
for international students

Accredited by the



for the teaching  
of English

## Destination University of Gloucestershire

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Beautiful, welcoming  
campus environment

180 years  
of providing high-quality education

INTO University of Gloucestershire is located in the heart of our Park campus, combining modern learning facilities with highly qualified teachers. From your first day with us you will join an international student community that shares your ambition to succeed in your studies and secure the job of your dreams.

The University of Gloucestershire has a history of 180 years of teaching. Based in Cheltenham and Gloucester, the University's three beautiful campuses are home to modern and historic buildings with cutting-edge facilities. With strong links with industry, work placements and teaching staff with real-life industry expertise, we pride ourselves on the quality of our teaching and our focus on student careers. By choosing the University of Gloucestershire, you will become part of a close-knit, supportive community of staff and students, living and learning among those who share your passions, academic interests and goals.

We provide everything you need to give you 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 with 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 a new country.

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 University of Gloucestershire you will take the first step to achieving what we call 'world advantage' - we look forward to you joining us.



**“Students from more than 130 countries choose the University of Gloucestershire for a wide variety of industry-relevant undergraduate, postgraduate and research-level degrees. Our international students tell us how much they enjoy our safe, vibrant, central location and the excellent learning environment.”**

Stephen Marston, Vice Chancellor  
University of Gloucestershire



More than 60% of our subjects ranked in the UK top 50 (Guardian University Guide 2015)



Wide range of undergraduate, postgraduate, fast-track and top-up degrees



Top 3

in People and Planet  
Green League (2013)



Innovative Degree*plus*  
initiative to develop skills  
that employers will value

**Destination University  
of Gloucestershire**



The University has a keen eye on student careers, focusing on flexible learning, innovative courses, strong industry links and work placements.

Guardian University Guide 2015

One of the safest universities in England

Helpzones on each campus provide a one-stop-shop for all your needs



“Welcome to INTO University of Gloucestershire. We hope you enjoy your studies at our Centre in the heart of the beautiful Park campus in Cheltenham. Our experienced staff are here to support you throughout your time with us, providing you with an excellent student experience. I look forward to meeting you and welcoming you to the Centre.”

Rhona McDonald, Centre Director

▼ INTO University of Gloucestershire Study Centre



Wireless internet throughout



# INTO Study Centre

Located in the heart of the Park campus, INTO University of Gloucestershire combines modern learning facilities with highly qualified teachers and dedicated support staff. Living and studying on the University campus means you have access to the best learning and social facilities as you prepare for university life.

## About the Centre

INTO University of Gloucestershire is based at the heart of the University's Park campus in Cheltenham.

Teaching facilities include:

- flexible classrooms for lectures and seminars
- access to computing suites
- wireless internet throughout
- a student experience and accommodation office.

## E-learning facilities

You will have access to the University's virtual learning environment, allowing you to download lecture notes and other useful course content, and take part in online discussions with your teachers and classmates.

## Access to university facilities

As an INTO student, you will be part of the University from the day you start your course. You will have access to a range of University facilities, including libraries on each campus, sports facilities, the Students' Union as well as more than 100 clubs and societies.

## Supporting your university application

To ensure that you are fully supported as you take the next step towards studying for a UK university degree, INTO offers a range of free student placement services. Staff dedicated to assisting students with university placement will provide you with practical advice on the study options available to you at the University of Gloucestershire and assist you with completing your university application. Based within the INTO Centre, these individuals will ensure that you are provided with the very best counselling and advice in relation to course choices, in addition to arranging for you to visit the academic departments within the University of Gloucestershire that you are most interested in.

Other forms of help and support available to you will include:

- one-to-one student counselling to help you select the most appropriate course to achieve your academic goals
- practical advice and assistance with all stages of the university application process, including help with writing a personal statement
- preparation for university interviews, including practice interviews
- opportunities to attend presentations by university admissions tutors
- assistance with attending university open days and higher education fairs
- opportunities to attend talks delivered by former INTO students
- access to university prospectuses
- assistance with finding an alternative university place if you need to consider other options.

Watch INTO University of Gloucestershire's welcome video: [www.myin.to/INTOglo](http://www.myin.to/INTOglo)



Learn in the heart of  
the University campus

▼ Francis Close Hall campus



▼ Oxstalls campus



▼ Park campus





# About the University

The University of Gloucestershire is known for its innovative, high-quality teaching and learning, building on its 180-year heritage and its success in developing a lively community dedicated to the pursuit of knowledge.

## Our heritage

The University's commitment to education can be seen throughout its history as its roots trace back to the early 19th century. Over its 180-year history, Gloucestershire has grown into a medium-sized university with more than 10,000 students across its three campuses. Teaching is grouped into three broad subject groupings called faculties, which include the:

- Faculty of Applied Sciences
- Faculty of Business, Education and Professional Studies
- Faculty of Media, Arts and Technology.

## Our university

The University is committed to academic excellence and ensuring the quality of our degrees, teaching and research. This is evident from the strength of our departments, the national and international reputation of our research and, most importantly, the commitment of our staff in helping all our students succeed in their studies.

## Our degrees

All of our degrees are designed with our students' success in mind. Whichever degree you choose, you will have the opportunity to explore your subject in depth, guided by the support of our expert lecturers.

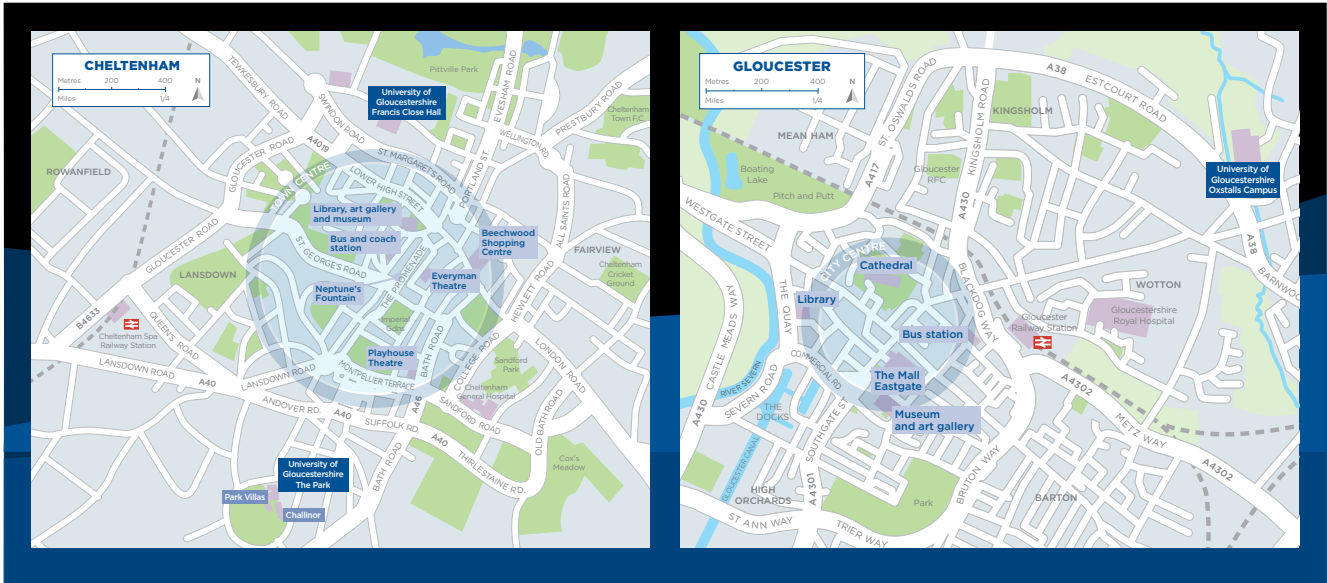
Our degrees have a global outlook, including an internationally-relevant curriculum. Many offer the possibility of local or international field trips. To enhance our students' employment prospects our curriculum is developed to be industry-relevant. Many of our programmes give students commercial exposure through guest speakers. We also encourage students to participate in short and long-term work placements and internships. These may be paid or voluntary and we can help you find a placement once you start your degree.

For more information on how you can enhance your employability, see page 13.



A close-knit community, with 10,000 students from 130 countries

A safe environment to live and learn



▼ Park campus



▼ Francis Close Hall campus



▼ Oxstalls campus



# Our campuses

The University has three campuses: two are located in Cheltenham (Francis Close Hall and Park) and a third is in Gloucester (Oxstalls). Each campus is very different in terms of look and feel, and which campus you study on will depend on your choice of degree.

## Park Campus

A former botanical garden located in the south of Cheltenham, Park campus offers students an idyllic learning environment. The lively and cosmopolitan town centre is a 15-minute walk away, meaning you have access to numerous shops, banks, restaurants, bars and cafés.

Set in 24 acres of landscaped grounds and gardens, facilities include a refectory, launderette, halls of residence, playing fields and tennis courts, Students' Union café bar, medical centre and learning resource centre.

## Francis Close Hall

Francis Close Hall campus is the closest to Cheltenham's town centre and is just a short walk away from shops, restaurants and other facilities. Continuous investment since 1847 means that Francis Close Hall offers modern facilities, including a new studio and fashion space in The Centre of Art and Photography, in an old-world environment.

The beautifully maintained campus includes facilities such as state-of-the-art laboratories, halls of residence, refectory, Students' Union café bar, chapel and community gardens.

## Oxstalls Campus

Located in the heart of Gloucester, our award-winning Oxstalls campus is only a short distance from the city centre. This modern campus opened in 2002 and has quickly gained a reputation for its friendly and sociable atmosphere where students and staff mix together.

Facilities include a sports hall, learning resource centre, Students' Union café bar, laboratory facilities and student accommodation.

# 3

campuses in  
inspirational  
locations

A bus service between  
campuses and town centres  
will help you to get about



▼ The University's careers service



94%

of graduates in work or further learning within six months of graduation (Destination of Leavers from Higher Education 2013)



# Careers and employability

We understand that your experience and time at university should prepare you for the world of work. Whether you are thinking about your long-term career opportunities or simply trying to find a part-time job, the University offers support and advice throughout your degree to help you to meet your career goals.

## Planning your future

Employers value graduates who have gained skills and experience during their degree studies, so our curriculum is developed to be industry-relevant. Many of our programmes give you commercial exposure through guest speakers, short and long-term work placements, and internships.

Many of our degrees are also approved by the relevant professional organisations, such as ACCA and CIMA. In some cases you can take professional examinations and gain professional qualifications alongside your degree study.

## Careers and Employability team

When you enrol on a degree programme at the University of Gloucestershire, you will benefit from the expertise of our careers service. The Careers and Employability team is available to help you find out about career options that are open to you once you have completed your degree. The team also gives guidance on how to develop your employability while at university, to help ensure that you graduate with the right mix of knowledge, skills and experience that employers are seeking.

The team can also provide information and advice on producing high-quality, competitive job applications. Making use of the guidance and support available from our qualified and experienced team of careers consultants and information professionals will help you manage your career into the future.

## More than a degree

All degree students have access to Degreeplus, our innovative initiative that will enable you to gain the skills you require to be successful in the global workplace. We offer a dedicated office on each campus where you are able to get advice and support on a range of skills development and work-related activities and programmes.

- Volunteering - take part in community projects and gain valuable life experience for your personal development.
- Part-time work opportunities and temporary vacancies - if your visa allows it, the JobShop can help you to find work during your studies. It is a great way to gain practical experience and earn extra money at the same time.
- Personal development workshops - aimed at developing your life skills and building confidence.
- Internship programme - gain practical voluntary work experience relevant to your studies or area of interest.
- Student placements - available on many of our degrees, allowing you to enhance your employment prospects after graduating and apply the knowledge and skills gained during your studies directly into the working environment.
- Employment-related skills workshops - led by a range of external companies to help develop your understanding of employers' expectations.



A strong focus on careers, with flexible learning, innovative degrees, industry links and work placements

▼ Modern ICT facilities



▼ Newsroom in the new Media School



▲ Library, Oxstalls campus



£5m  
recently invested  
in cutting-edge facilities



# World-class facilities

As an international student, either on one of our degree programmes or a university preparation programme offered in partnership with INTO University of Gloucestershire, you will benefit from the University's learning and recreational facilities to support your studies and help you make the most of campus life.

## Investing in your future

The University of Gloucestershire has recently spent over £5 million on facilities at the University, from well-equipped lecture theatres and teaching rooms, to cutting-edge laboratories and specialist facilities.

New developments include:

- a new Media School, which provides excellent facilities, including an open newsroom, studios and editing suites
- a creative hub for art and design with state-of-the-art laboratories as well as ICT and design studios
- a refurbished Students' Union and refectory
- comprehensive IT support and library services
- active learning zones with wireless internet access and comfortable study areas
- on-campus halls of residence.

## Learning resource centres

Our learning centres deliver free internet and email access, library, computing and media support services. Wireless internet is available on all campuses. The libraries on each of our campuses are designed to provide a safe and secure study environment for individual and group work. They are open seven days a week in term time and bring together:

- traditional academic library resources
- electronic information resources
- open access IT and media facilities
- choice of study spaces
- archives and special collections.

We provide expert help and advice in using the full range of resources to support your studies and your continuous development.

## Sports facilities

The University has a fitness suite on the Oxstalls campus that is fully equipped with free weights and exercise equipment. There is also a full size, all-weather pitch that is floodlit and used for teaching as well as student sport.

There is a sports hall designed to allow natural light to flood through. The balcony and adjoining teaching facilities have been created specifically to enhance playing conditions. Competition-standard cricket facilities have been included and the hall is also marked out for basketball, volleyball, indoor football and netball.

The University offers more activities in the sports studio. Activities available include badminton, table tennis, gymnastics and dance.

Our 'UNiversal Sport' initiative offers everyone the opportunity to enjoy a huge variety of sport, leisure, recreational exercise and fitness activities. Students also have access to local sports facilities which supplement the University's facilities.

For more information and student Q&As about INTO University of Gloucestershire facilities, visit: [www.myin.to/intouogvideos](http://www.myin.to/intouogvideos)



Learning centres offering free internet and email access

▼ Royal Crescent, Cheltenham



▼ Gloucester Cathedral



▼ The tree-lined Promenade, Cheltenham



▼ Gloucester Docks





# About Cheltenham and Gloucester

The University is located in the beautiful south west of England. It has two campuses based in the town of Cheltenham Spa and one in the nearby historical city of Gloucester, which means that you are always close to shops, cinemas and other facilities.

## Cheltenham: stunning architecture in a lively town

Cheltenham has always attracted large numbers of tourists. It was once considered fashionable due to its medicinal spa water. Today, it is its Regency architecture, excellent shopping, international festivals and sporting events that continue to attract over six million visitors every year from all over the world.

- Visit a number of famous international festivals, including horse racing, science, music and literature.
- Choose from hundreds of restaurants, bars and cafés offering a wide range of international cuisine.
- A shopper's paradise: not only does Cheltenham have a wide range of supermarkets providing both local and international food, but the tree-lined Promenade has been voted one of the top five shopping streets in Britain.
- Visit one of Cheltenham's many parks and open spaces and see why it is described as 'a town within a park'.
- A safe and friendly town: Gloucestershire is officially one of the top 10 safest universities in England (Complete University Guide 2013).

## Gloucester: a great English city

Gloucester is only six miles (10km) away from Cheltenham and is a city with a rich Roman, Medieval and Victorian history.

- Explore the region's history with more than 500 historical buildings, including the impressive Gloucester Cathedral, which was used in the famous Harry Potter films based on the books by Gloucestershire-born J. K. Rowling.
- Visit Gloucester Docks. This new development offers a mix of waterside museums, bars, cafés, restaurants and a designer outlet shopping centre, alongside its maritime heritage.

## Getting around

Both Cheltenham and Gloucester's compact centres make it easy for you to walk or cycle, and the University operates a bus service linking the campuses, town centres and railway stations.

## An area of outstanding natural beauty

The University is located in the area known as the Cotswolds, a region famous for its outstanding natural beauty, picturesque villages, and for being typically English.

## Broadening your horizons

One of Gloucestershire's attractions is its location between many of the UK's economic centres. Excellent rail and road links mean that Birmingham, Cardiff and Bristol can be reached in under an hour. London is just two hours away, and Manchester can be reached in two and a half hours by train.

The University is also close to the historic cities of Bath, Stratford-upon-Avon and Oxford, making it easy to get the most out of your time here.

Gloucestershire is famed for its heritage and beauty

2 hours  
from London by train

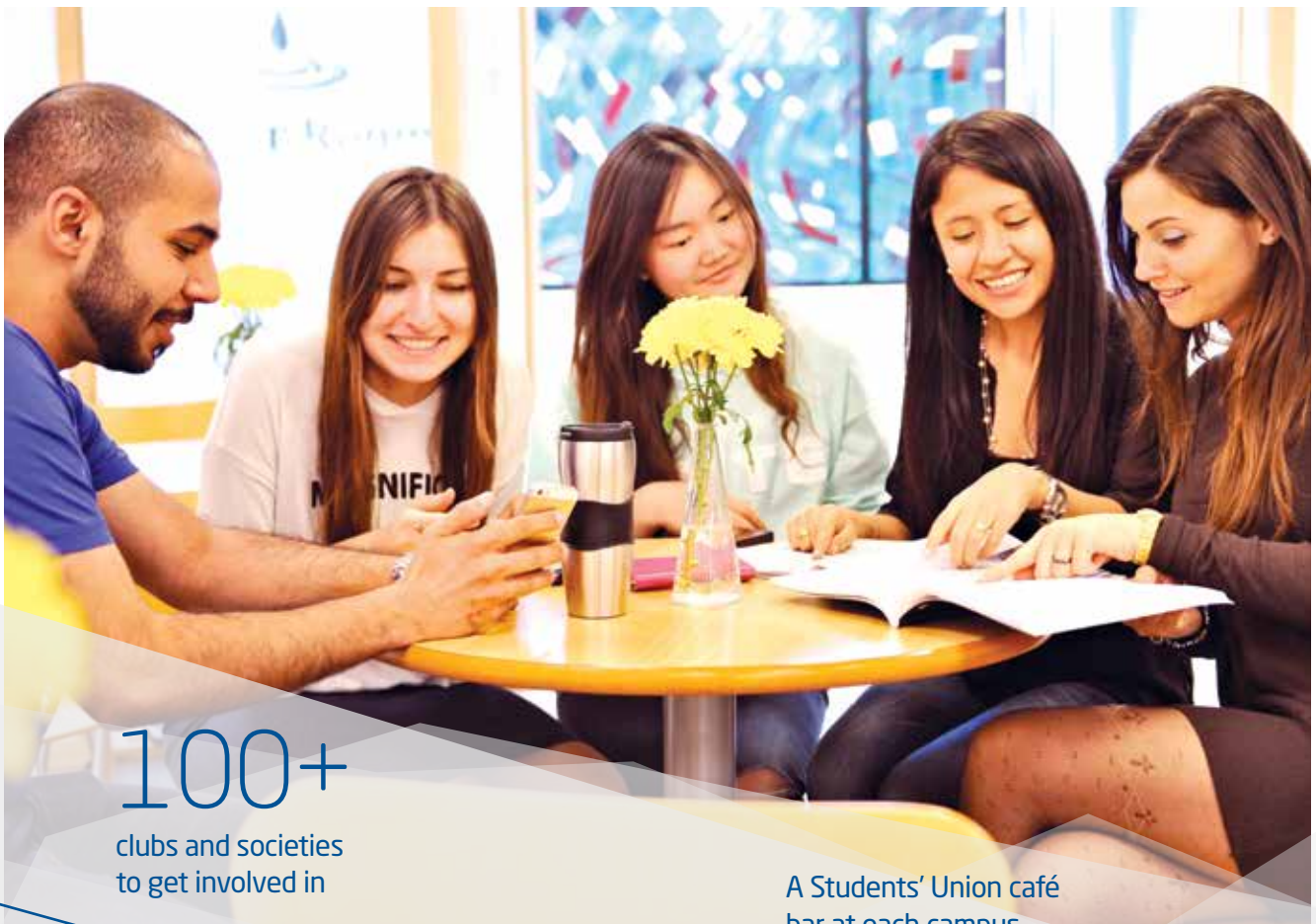


▼ Get involved in one of the Students' Union clubs



▼ Multifaith space

▲ The Students' Union



100+  
clubs and societies  
to get involved in

A Students' Union café  
bar at each campus

# Student life

We understand that choosing to study far away from home is a big decision, but our warm and friendly staff will make you feel welcome and are there to offer help and support whenever you may need it. The compact campuses make it easy to get around and provide a great sense of security, so you are sure to feel at home at the University of Gloucestershire.

## Students' Union

Every student automatically becomes a member of the Students' Union (SU) and has access to a range of services and facilities.\* At the very hub of the student community, the SU plays a vital role in university life and is the place to discover new opportunities and experiences, to develop your skills, and make friends. The friendly SU staff are also happy to offer you support and advice on all aspects of student life.

To allow students to relax and socialise with each other, the SU has a café bar at each of the University campuses. The café bars are relaxed environments during the day and, in the evenings, show sporting fixtures on the big screens, hold parties, host comedy nights and much more.

## Clubs and societies

Our Students' Union is home to more than 100 clubs and societies,\* from athletics to badminton, psychology to dance - there really is something for everyone. If there is not a society that matches your interests, we will help you set up your own.

As members of British Universities and Colleges Sport (BUCS), our students regularly compete against other institutions. We encourage students of all abilities, so it does not matter whether you are a serious athlete or just want to have fun, the SU has a 'sport for all' ethos.

For a full list of sports and societies at the University of Gloucestershire, visit:

[www.yourstudentsunion.com/societies](http://www.yourstudentsunion.com/societies)

\* Some activities may have minimum age restrictions. Please contact the Centre for further information.

## International Student Society

The International Student Society exists to welcome international students and to help them feel at home. It also organises events in and around Gloucestershire.

International students are encouraged to participate in some of the many international-student events arranged by Student Services throughout the year. These include trips to local tourist attractions, as well as film showings, games nights and other social events.

## Student voice

Broadcasting 24-hours a day, the University of Gloucestershire has its very own radio station called Tone Radio. This is just one of the ways students can develop their skills and make new friends. You can present or produce your own shows from our studios, perhaps covering one of the many festivals held in Cheltenham every year.

The University's monthly newspaper, called Space, is produced through the SU by students and is distributed to the entire student body.

## Faiths and Chaplaincy team

The University of Gloucestershire welcomes students of all faiths. Our faiths and chaplaincy team provides support for students and staff and our brand new multifaith space provides a dedicated area for worship and social gatherings. We have strong links with the local Buddhist, Christian, Hindu, Jewish, Muslim and Sikh communities.

For more information, visit:

[www.glos.ac.uk/chaplaincy](http://www.glos.ac.uk/chaplaincy)

## Living costs

It is important to budget sensibly while you are a student to ensure that you have enough money to live on and to complete your studies. We estimate that a single student will need approximately £7,000 to £8,000 per year for basic living expenses. This is expected to cover food, accommodation, books, laundry and other basic day-to-day requirements, but the exact amount will depend on your lifestyle. Tuition fees and the cost of travelling home are not included in this estimate.

For a more detailed estimation of costs, make use of the International Student Calculator tool at:

[www.studentcalculator.org.uk](http://www.studentcalculator.org.uk)

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





"We get lots of regular feedback about assessments and progress, so we can improve with every opportunity."

Laetitia Studer, France



# A day in the life

International Foundation student Laetitia Studer from France talks about a typical day at INTO University of Gloucestershire.

## Morning

### 7.30am

Ready for a new day on Park campus! What is better to start this sunny day than a hot cup of coffee in front of the beautiful view from my room? My room is right on campus, so it only takes me two minutes from my room to the classroom. I've made lots of friends in the corridor, so we often cook together in the shared kitchen.

### 8.30am

Before I go to class, it's time to go to the laundry room which is just next to my villa. It is half-price today! Living away from home certainly teaches us the importance of being independent.

Instead of waiting for my laundry to finish, I am going to the library where there is a huge range of newspapers and magazines to help me improve my English. I also use this spare time here to check my emails and do some research for the next class. There's Wi-Fi all around campus, but we can use the computers in the library to access the internet and search for books with our student account. Today I've had to research about the UK as a tourist destination.

### 10.00am

I meet my Study Skills tutor to get some advice about my next assessment through a face-to-face tutorial, which is really helpful. We get lots of regular feedback about assessments and progress, so we can improve with every opportunity. The seating area in the INTO space is a really convenient place to review your notes before a meeting or to meet friends. I can bring my laptop over to one of the seating areas to study, or spend my break time socialising with my friends in this area.

## Afternoon

### 12.00pm

Lunch time is coming: let's cook with some friends in our fully equipped kitchen. Today, it was my turn to cook. In my corridor, we all cook our nationalities' traditional foods for each other, like authentic oriental feasts, exotic Middle Eastern food and of course, French cuisine! Bon appetit!

### 1.30pm

Before my afternoon class, it's time for a quick stop at the INTO Welcome Desk to receive my parcels and letters. The staff are really friendly and always ready to help us, whether it is about accommodation issues, finance or welfare support, there is always someone to help.

### 2.00-5.00pm

Today, during our Foundation in Hospitality, Events and Tourism class, we are learning the real meaning of teamwork through an interesting exercise: building the highest marshmallow tower with spaghetti sticks! It is really fun and refreshing to learn differently sometimes. We don't always make marshmallow towers, though. We have learned how to reference our essays, deliver a presentation and other necessary skills that I will use when I start a university degree. Another one of our classes helps us with some essay writing tips.

## Evening

### 5.00pm

After the class, time for a delicious hot chocolate from the Starbucks corner in the cafeteria with classmates. Shortly after, I will have a look on the 'social calendar' where all the INTO activities are. It is really a good way to plan your monthly activities! This month, we have a weekend trip to Manchester, an Easter party and lots of sports activities. My favourite activities are the INTO parties in the multifaith space.

### 5.30pm

Next stop, the Faith Space, for the 'mini international café' which takes place every week. It is such a cosy and friendly place to enjoy playing games and chatting with new students. We start the week with a big international café event in the University's chapel, and end the week with a smaller café in the Faith Space. The Faith Space is an area for any student to use, who may or may not have a faith, to socialise, study, or talk with the University's chaplaincy team.

We always have a lot of fun and create good memories here. Today is 'Monopoly evening'. What a nice way to end this day!



“At INTO University of Gloucestershire we are here to ensure you experience the best possible student support both pre-arrival and during your studies here. We realise how important factors such as accommodation and welfare are in helping you to make the most of your time in the UK and we will be here to support you throughout your student journey.”

David Allsop, Head of Student Experience

▼ INTO staff are on hand to help with your queries



Airport pickup service from the airport to your accommodation

94%

of students very satisfied or satisfied with INTO support services (INTO Student Exit Survey 2014)

# Student support

When you arrive at Gloucestershire, the INTO and University Student Services teams will be there to answer any questions you may have and to help you adjust quickly to UK life. This support continues throughout your time here, with a comprehensive network of people who are dedicated to looking after you.

## 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 your choices and have in-depth knowledge of the INTO Centre, the University and the courses on offer. They will gladly answer any questions and assist you with the application process.

For further information see page 86.

## 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 Gloucestershire and course enrolment.

The guide is also available as a mobile app.

Download the pre-departure guide:

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

## Airport pickup service

An airport pickup service from Gatwick, Heathrow, Bristol and Birmingham is available for students on INTO courses for an additional charge.

## Pastoral care

INTO is dedicated to ensuring total safety and support for students. On arrival, the Student Services team will provide guidance on settling in to student life in Gloucestershire 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
- accommodation staff to provide specific assistance
- 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 University of Gloucestershire 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.

## University support services

As well as the support offered by the Centre, the University's experienced Student Services team will help you make the most of your time here. The University's support services include:

- an International Welcome Week including social events and orientation sessions to introduce you to the practicalities of living and studying in the UK
- specialist teams to help with visa enquiries and provide advice on managing your money
- free and confidential support for students who are experiencing emotional or psychological difficulties
- support for students with disabilities.

## Helpzones on campus

Student Helpzones are available on each campus, providing a single point of contact for help with all aspects of living and learning at Gloucestershire. With a team of friendly, trained advisers, the University offers confidential advice and support on academic and personal issues, from finding your degree timetable to your mental wellbeing. It's also a good way to find out what activities are on offer to help you make the most of university life.

For more information, visit:

[www.glos.ac.uk/helpzones](http://www.glos.ac.uk/helpzones)



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

▼ Single study bedroom, Park Villas



▼ Shared kitchen, Challinor



▼ Challinor



Halls of residence have internet access





# Accommodation

Your accommodation will play a big part in your student experience while studying in the UK and we are pleased to offer tailored accommodation that meets your needs as an international student.

## Student residences

Located both off campus and on the beautifully landscaped Park campus, you will live within walking distance of all of the campus facilities. You will also benefit from the close social interaction with other students, allowing you to make new friends easily. For many students, this style of communal living is an unforgettable part of their student experience.

You can choose between a variety of options depending on your individual needs:

- The Park Villas student residence is made up of five individual houses, each providing en suite, single study bedrooms. The accommodation is offered on a self-catered basis, with all students having access to a well-equipped shared kitchen. Internet access is available throughout.
- Challinor is a good value accommodation option. The residence provides good size, single study bedrooms, and seven to 10 students share a bathroom and kitchen. En suite rooms are also available. Internet access is available in each bedroom.
- Eildon is a large Regency property, which has been converted to provide student accommodation which is just a 10-minute walk from the Park campus. The property is divided into four floors with large kitchens. These halls are popular due to the easy access to both Park campus and the town centre.

## Additional support during out-of-office hours

Within the student residence we have appointed a number of Senior Residents who are either second or third year students living in the accommodation, and so have a good understanding of issues that might affect you.

## Homestay accommodation

INTO University of Gloucestershire has a network of carefully selected hosts who welcome international students into their homes in and around the area. This is a unique opportunity to experience British life and culture first-hand, improving your English in a comfortable environment.

Facilities include:

- single study bedroom
- shared breakfast and evening meals
- access to household facilities, including laundry and communal bathroom.

For accommodation prices, please see the dates and prices section on page 95.



“The accommodation we provide is convenient for all students, and whether it is at halls or with hosts, students are given the opportunity to meet people, make new friends and experience the British way of life.”

Guto Edwards, Accommodation Officer

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



Live on the beautifully landscaped Park campus



Specialist lecturers who have  
experience in their profession



# About our degrees



udio

120

undergraduate degrees  
and 80 postgraduate  
degrees to choose from

Degrees accredited  
by industry bodies

▼ School of Art and Design



▼ Sports facilities, Oxstalls campus

▲ Modern facilities in the Media School



# What can I study?

The University of Gloucestershire offers a broad range of undergraduate, postgraduate taught and research degrees. Find the right type of degree using the guide below.

## Bachelor's degree

**Awards: BA/BSc/LLB (Hons)**

**Duration: Three years**

Our Bachelor's degrees enable you to develop your subject expertise and prepare you for professional employment. All our degrees are honours programmes. You will benefit from tutorial and seminar teaching, as well as lectures, and you are expected to undertake significant pieces of research as part of your programme.

## Bachelor's degree (with placement year)

**Awards: BA/BSc (Hons)**

**Duration: Four years**

Many of our vocationally orientated programmes enable you to incorporate a year of relevant paid or voluntary work into your degree programme.

## Bachelor's degree (fast-track)

**Awards: BA/BSc/LLB (Hons)**

**Duration: Two years**

Ideal for mature students or students wishing to convert to a new subject, the fast-track programmes enable you to condense your programme by studying throughout the vacation periods to gain a Bachelor's degree in just two years.

Fast-Track degrees are available for popular subjects, including biology, business, computing, law and sports science.

For more information on Fast-Track degrees, see page 33.

## Bachelor's degree (final year equivalent)

**Awards: BA/BSc (Hons)**

**Duration: One year**

These 'top-up' degrees are suitable if you already hold a recognised diploma and want to raise your education to a Bachelor's level.

Top-ups are available in the areas of business and management, media and communications, computing, hospitality and sport.

## Master's degree

**Awards: MA/MSc/MBA/LLM**

**Duration: One year**

Our Master's programmes are advanced degrees. You will follow taught modules for the first two semesters, followed by a dissertation.

## Master's degree (dissertation stage)

**Awards: MA/MSc/MBA**

**Duration: Five months**

These degrees are suitable if you hold a recognised postgraduate diploma in Accounting, Business or Law and want to raise your education to Master's level.

## Master's by Research

**Awards: MA/MSc by Research**

**Duration: One year**

You can study an MA/MSc by Research in any of the University's 24 research areas. You are supported by two research methods modules and expert supervision provided by the University.

## Master's of Research

**Awards: MRes**

**Duration: One year**

A postgraduate research degree comprising a generic programme of research training and subject specific modules along with an extended project.

## Research opportunities

The University also offers research opportunities in areas such as accounting, art and design, biology, business management and marketing, education, geography and environmental sciences, hospitality, humanities, law, leisure and tourism, media, psychology and sport.

For more information, visit:

[www.glos.ac.uk/prospective/Pages/research.aspx](http://www.glos.ac.uk/prospective/Pages/research.aspx)

## University preparation courses

If you do not meet the academic or English language requirements for direct entry to a degree course, our INTO University of Gloucestershire Centre offers a range of university-accredited preparation courses that will help you make the transition to the British education system, and progress to your chosen degree at the University of Gloucestershire.

For more information on courses available, see page 40.

## University of Gloucestershire programme overview

The tables below detail the range of undergraduate and postgraduate degrees on offer across the three faculties at the University of Gloucestershire.

### Applied Sciences

Undergraduate programmes
BSc (Hons) Animal Biology
BSc (Hons) Applied Social Sciences*
BSc (Hons) Applied Sport and Exercise Studies
BSc (Hons) Biology
BSc (Hons) Criminology
BSc (Hons) Criminology and Psychology
BSc (Hons) Criminology and Sociology
BA (Hons) Drama
BSc (Hons) Ecology and Environmental Science
BA (Hons) Events Management
BA (Hons) Events Tourism Management
BA (Hons) Geography
BSc (Hons) Geography
BA (Hons) Hotel and Resort Management
BA (Hons) Hotel, Resort and Events Management
BA (Hons) Hotel, Resort and Tourism Management
BA (Hons) Performing Arts
BSc (Hons) Psychology
BSc (Hons) Psychology and Sociology
BA (Hons) Sociology
BA (Hons) Sports and Dance Education
BSc (Hons) Sport and Exercise Sciences
BSc (Hons) Sports Coaching
BSc (Hons) Sports Coaching and Development
BSc (Hons) Sports Coaching and Education
BSc (Hons) Sports Development
BSc (Hons) Sports Education
BSc (Hons) Sports Education and Development
BSc (Hons) Sports Education and Science
BSc (Hons) Sports Fitness and Physical Activity
BSc (Hons) Sports Leadership*
BA (Hons) Sports Management
BA (Hons) Sports Management and Development
BSc (Hons) Sport Science
BSc (Hons) Sports Strength and Conditioning
BSc (Hons) Sports Therapy
BA (Hons) Strategic Events Management
BA (Hons) Strategic Hospitality Management
BA (Hons) Strategic Sports Management

### Applied Sciences *continued*

Undergraduate programmes
BA (Hons) Strategic Tourism Management
BA (Hons) Tourism Management
Postgraduate taught programmes
MSc Advanced Clinical Practice for Sports Injuries*
MSc Applied Ecology*
MSc Applied Psychology
MSc Business Psychology
MSc Coaching Science
MSc Criminology
MSc Forensic Psychology
MSc Occupational Psychology
MSc Physical Activity, Exercise and Health Practice
MA Professional Studies in Children's Play
Psychology Graduate Diploma
MSc Psychology
MSc Psychology of Sport and Exercise
MSc Science Communication
MA Sport and Christian Outreach (Sports Chaplaincy)
MSc Sport and Exercise Psychology
MSc Sports Coaching
MA Sports Development
MSc Sports Strength and Conditioning
MSc Sports Therapy
MSc Sustainable Environments
MSc Wellbeing and Performance
Postgraduate research programmes
PhD Biological Sciences
PhD Countryside and Community
Doctorate in Engineering (DEng)
PhD Geography and Environmental Sciences
PhD Leisure
Master of Research (MRes)
PhD Psychological Sciences
Doctorate in Sport and Exercise
PhD Sport and Exercise
PhD Social Sciences
PhD Sustainability

### Business, Education and Professional Studies

Undergraduate programmes
BA (Hons) Accounting and Business Management
BSc (Hons) Accounting and Finance
BA (Hons) Accounting and Financial Management
BSc (Hons) Accounting and Financial Management Studies
BSc (Hons) Applied Health Studies
BA (Hons) Business and Management Studies
BA (Hons) Business Management
BA (Hons) Business, Management and Marketing
BA (Hons) Counselling
BA (Hons) Early Childhood Studies
BSc (Hons) Economics*
BA (Hons) Education Studies
BA (Hons) Health, Community and Social Care
BA (Hons) Human Resource Management
BA (Hons) International Business Management
BA (Hons) International Business Studies
LLB (Law)
BA (Hons) Marketing
BA (Hons) Marketing, Advertising and Branding
BA (Hons) Marketing Management Studies
BA (Hons) Retail Management*
BA (Hons) Social Work
Postgraduate taught programmes
MSc Accounting and Finance
MSc Accounting and Financial Management
MBA Business Administration
MBA Co-operative Enterprise
MBA Education
MBA Hospitality
MSc Hospitality and Tourism Management
MSc Human Resources Management (International)
LLM International Criminal and Human Rights Law
LLM International Commercial and Corporate Law
LLM Law
MSc Marketing
MBA Retail
Teacher Training (PGCE Primary and Secondary)

\* Subject to validation.

## Business, Education and Professional Studies *continued*

### Postgraduate research programmes

PhD Accounting and Law  
 PhD Business and Management  
 Doctorate in Business Administration  
 PhD Education  
 PhD Health

## Media, Art and Technology

### Undergraduate programmes

BA (Hons) Advertising<sup>†</sup>  
 BA (Hons) Animation  
 BSc (Hons) Business Information Technology  
 BSc (Hons) Computer Games Design  
 BSc (Hons) Computing  
 BA (Hons) Creative Writing  
 BA (Hons) English Language  
 BA (Hons) English Language and Creative Writing  
 BA (Hons) English Language and Linguistics  
 BA (Hons) English Literature  
 BA (Hons) English Literature and Creative Writing  
 BA (Hons) English Literature and History  
 BA (Hons) English Literature and Language  
 BA (Hons) Fashion Design  
 BA (Hons) Film Production<sup>†</sup>  
 BA (Hons) Film Studies<sup>†</sup>  
 BA (Hons) Fine Art<sup>†</sup>  
 BSc (Hons) Forensic Computing  
 BSc (Hons) Games, Web and Apps Design  
 BA (Hons) Graphic Design<sup>†</sup>  
 BA (Hons) History  
 BA (Hons) History and Religion, Philosophy and Ethics  
 BA (Hons) Illustration<sup>†</sup>  
 BSc (Hons) Information and Communications Technology  
 BSc (Hons) Information Technology  
 BSc (Hons) Interactive Games Design  
 BA (Hons) Interior Design\*<sup>†</sup>  
 BA (Hons) Journalism<sup>†</sup>  
 BA (Hons) Landscape Architecture<sup>†</sup>  
 BA (Hons) Mass Communications<sup>†</sup>

## Media, Art and Technology *continued*

### Undergraduate programmes

BA (Hons) Media Production<sup>†</sup>  
 BSc (Hons) Multimedia Web Design  
 BA (Hons) Music and Media Management<sup>†</sup>  
 BA (Hons) Photography<sup>†</sup>  
 BA (Hons) Photography – Editorial and Advertising<sup>†</sup>  
 BA (Hons) Photojournalism and Documentary Photography<sup>†</sup>  
 BA (Hons) Popular Music<sup>†</sup>  
 BA/BSc (Hons) Product Design  
 BA (Hons) Radio  
 BA (Hons) Religion, Philosophy and Ethics  
 BA (Hons) Sports Journalism  
 BA (Hons) Television Production<sup>†</sup>  
 BA (Hons) Theology and Religious Studies  
 BA (Hons) Visual Communication<sup>†</sup>

### Postgraduate taught programmes

MSc Computing (Dependable Software)  
 MSc Computing (e-business)  
 MSc Computing (Information Security)  
 MSc Computing (IT Management)  
 MA Creative and Critical Writing  
 MA Design\*<sup>†</sup>  
 MA Film Production<sup>†</sup>  
 MA Fine Art  
 MA Illustration<sup>†</sup>  
 MA Journalism  
 MA Landscape Architecture  
 MA Landscape Architecture (Conversion)  
 MA Philosophy and Religious Thought  
 MA Photography  
 MA Visual Communication  
 MA Visual Effects<sup>†</sup>

### Postgraduate research programmes

PhD Art and Design  
 PhD Computing and IT  
 PhD Creative Writing  
 PhD English  
 PhD History  
 PhD Media, Film and Communications  
 PhD Philosophy and Ethics  
 PhD Theology and Religious Studies

\* Subject to validation.

† A compulsory interview is part of the application process for this programme. For international applicants this will be conducted with the course leader via Skype. Applicants may also need to submit a portfolio. Admissions decisions may take slightly longer for these degrees.



"This is one of the best places to study Television Production in the country. It has industry-standard equipment and everything is completely up to date. We also have great opportunities for placements."

Alex Siba, UK



# Fast-Track degrees

The Fast-Track degrees at the University of Gloucestershire provide you with the opportunity to complete your degree in two years (or three years if your course offers a work placement year). You will qualify with the exact same skills and qualification but will obtain your degree sooner – saving you both time and money and giving you a head start in your career.

## Who should apply for Fast-Track degrees?

If you are a motivated and self-disciplined student who would like to study more intensively and with reduced holidays in order to complete your degree in a shorter time period, the Fast-Track degrees are the perfect option for you.

The Fast-Track degrees provide you with the opportunity to:

- enter the competitive job market a year earlier and get a head start on your chosen career
- reduce the cost of obtaining your degree by more than £17,000
- complete your undergraduate and Master's degree in the same time it usually takes to complete a traditional undergraduate degree at a UK university.

The University of Gloucestershire offers Fast-Track degrees in the following areas:

- Animal Biology
- Biology
- Business Information Technology
- Business Management
- Computer Games Design
- Computing
- Events Management
- Forensic Computing
- Geography
- Hotel and Resort Management
- Information Technology
- Law
- Multimedia Web Design
- Sport Science
- Sports Education
- Sports Management
- Sports Strength and Conditioning
- Tourism Management.

## Can I progress to the Fast-Track degree from the International Foundation?

If you are enrolled on the International Foundation offered by the INTO University of Gloucestershire Centre, successful completion of the programme to the required level for entry offers progression to the Fast-Track degrees on a case-by-case basis.

## Key course facts

### Start dates

September 2015

### Programme length

2 years  
3 years for degrees with a work placement year

### Academic entry requirements

Entry requirements vary per degree

### English language entry requirements

IELTS 6.0 (with a minimum of 5.5 in each subskill) or equivalent

### Tuition fees

For details of the 2015 tuition fees, visit:  
[www.glos.ac.uk/international/prospective/fees](http://www.glos.ac.uk/international/prospective/fees)

# Popular subjects

The University of Gloucestershire offers Bachelor's and Master's programmes, as well as supervision for research degrees, across a broad range of subject areas.

## Animal Biology

This popular degree combines up-to-the-minute scientific knowledge with laboratory and fieldwork. It takes a theoretical and practical look at the subject. The exciting and diverse curriculum focuses on animal diversity, physiology and behaviour, as well as their relationships with each other and their environment. With many opportunities for fieldwork in the UK and beyond, this degree will teach you to think and behave like a scientist.

Ranked 11th in the UK for Biosciences degrees by the Guardian University Guide 2015, our staff are well placed to get you where you want to be in the working world. We have excellent links with local and national organisations, as well as international research partnerships. These can help you to improve your employability by gaining work-related experience in many different areas of animal biology.

## Art and Design

Our School of Art and Design has a 160-year history that dates back to the Cheltenham School of Art. Today, we offer a variety of undergraduate and postgraduate degree programmes which cover Advertising, Animation, Fashion Design, Fine Art, Graphic Design, Illustration, Interior Design, Landscape Architecture, Photography, Product Design and Visual Communication. Our degree programmes provide the opportunity for you to develop your creativity through real projects, work placements, exhibitions and extended academic projects, while our strong links with top agencies and other creative industries provide exciting opportunities for your future career.

Many of our degrees will give you access to brand new, purpose-built studios in the centre of Cheltenham. Computers, printers and internet access are available throughout the faculty. Whichever degree you take, you will graduate with a wide portfolio of creative achievements as well as the transferable skills which will allow you to embark on your professional career or to identify the right postgraduate degree to continue your studies.

## Accounting, Business and Management

We are proud to be one of the UK's leading providers of professionally based business degrees. Ranked highly for employability, we provide professionally accredited degree programmes in Accounting, Business, Financial Management, Human Resource Management, and Marketing.

Many of our degree programmes offer a unique study experience; we have a number of undergraduate degrees designed specifically for international students. These degrees give you the opportunity to develop key language skills alongside academic study in your chosen subject area. Accounting students can also opt to study for the professional examinations of the Association of Chartered Certified Accountants (ACCA) alongside their degree course, achieving both the degree and the professional qualification more quickly and cost effectively.

With over 30 years of experience, the Business School is committed to your ongoing development, and the University's relationships with major companies provide fantastic opportunities for work experience with high profile international brands such as IBM, Sony, Xerox, Marks & Spencer and many more.

### Computing

The School of Computing and Technology offers a range of up-to-date degrees to reflect the rapid progress of computing technology and the needs of business, industry, public organisations, education and social life.

Our staff work closely with industry and government to ensure we are able to provide degrees that are relevant and therefore give a good platform for employment. You will have many opportunities to work on 'live' projects for external clients, which allows you to gain invaluable real-world experience while you study for a degree.

Whatever the choice of degree, you will develop excellent broad-based technical and problem-solving skills that will stand you in good stead in any further career.

### Events Management, Hospitality and Tourism

Every year, these industries generate billions of pounds worldwide and touch all our lives at some point. By choosing to study at Gloucestershire, you will join a School with over 20 years' experience in teaching these subjects, set within a region that attracts over six million tourists every year. The town of Cheltenham also hosts several major international festivals each year, so there's plenty of opportunity to gain valuable experience within the industry.

We offer a wide range of subject choices, including Events Management, Hotel and Resort Management and Tourism Management. Our degrees are very practical and hands-on experience is an important part of all courses within the School.

Many of our undergraduate programmes include a paid placement in industry. This will enable you to put your theory into practice, make useful contacts in the industry, and could even lead to employment after you graduate.

### Film, Radio, TV and Journalism

The School of Media provides excellent multi-platform facilities in the new Media Centre at Park campus. We offer undergraduate degrees in Film Production, Film Studies, Journalism, Media Production, Music and Media Management, Popular Music, Radio and Television Production. Our degrees are perfect if you want to gain the academic background, as well as the critical and creative practical skills needed in these highly competitive industries.

The School has the added bonus of being a "Skillset" Media Academy, which means we have been recognised by the media industry as a national centre of excellence. We also have accreditation from the Broadcast Journalism Training Council for our undergraduate Journalism degree, placing us among the top media schools in the UK.

### Geography

Issues such as globalisation, sustainability and climate change have put this subject in the international spotlight.

Our degree course gives you a broad academic experience like no other. With high graduate employability and varied career paths, the course focuses on topics relevant to the present and the future. We aim to produce well-rounded, sought-after graduates and there is also an optional work placement module to help your CV stand out in the competitive job market.

You will learn all about geographic information systems (GIS), work in well-equipped laboratories, have access to extensive IT resources and participate in field trips both in the UK and abroad. Current destinations include Belfast, the Swiss Alps and Uganda.

### Landscape Architecture

Landscape architects design and create sustainable spaces that enhance the health and wellbeing of people and our planet. The Landscape Architecture degree is a vocational course aimed at students who want to work within the chartered profession, and our MA in Landscape Architecture is the oldest accredited degree in the UK.

You will have access to industry-standard facilities, including our 'green' laboratory. Frequent field visits, 'real' clients and guest lecturers enable you to develop confidence, gain expertise and develop your own imaginative approach to design.

Through exercises and workshops you will learn new skills, explore all areas of the subject and develop your approach as a designer. Career prospects in landscape architecture are excellent and our graduates are able to work in organisations and practices across the world.

### Law

Underpinned by research, we offer a high-quality undergraduate programme with a strong vocational focus. Guest speakers and opportunities for work placements will also help you gain vital hands-on experience.

Our staff have both a strong academic background and extensive experience in practice or business. They are approachable and supportive, creating an excellent student experience. All of this, together with our strong links with professional bodies and the business community, will provide you with all the skills you need for the working world.

At Gloucestershire, you can complete the LLB degree in the standard three years or in two years by following our fast-track programme. Students following this programme will study for an additional period of time during the summer. You will study the same programme, but it will be compressed into two calendar years.

### Psychology, Sociology and Criminology

This range of degrees provides an up-to-date and wide-ranging syllabus within each subject area, while relating the subject to real-life cases in order to develop both the practical and other essential skills needed for your future career.

Our Psychology degree offers a broad syllabus, which matches the curriculum of the British Psychological Society. Topics range from the neuroscience of behaviour to the social construction of reality, combining theoretical study with training in a wide range of quantitative and qualitative research methods. Our Psychology degrees are accredited by the British Psychological Society (BPS).

The Sociology degrees focus on the relevance of sociology to the real world and the development of skilled, knowledgeable and highly employable graduates. You are encouraged to consider a range of potential career paths, to gain valuable work experience and to apply your learning to the real-world issues that you may encounter outside the classroom.

Seeking to understand crime and disorder in a social context, our Criminology programme addresses key questions such as 'what is crime?', 'what causes offending behaviour?' and 'how can we reduce crime?'. Criminology is also concerned with how the criminal justice process works and the various agencies involved in it.

### Sport Science

The School of Sport and Exercise is one of the largest in the UK. It has an excellent reputation for teaching and research and our staff are at the forefront of consultancy.

The role of sport science within both grassroots and elite sport will continue to be increasingly important. Our degrees are endorsed by the British Association of Sport and Exercise Sciences (BASES), which means our degrees provide the curriculum, resources and opportunities you need to work in the world of sport science, and with work placement modules you will be able to gain the essential skills and experience required for your chosen sport science career.

The School is based at the award-winning, purpose-built Oxstalls campus which, following an investment of over £500,000, offers excellent facilities including purpose-built physiology, psychology and biomechanics laboratories, as well as technology-rich teaching and learning spaces.



“My course has changed my understanding of crime and society and guided me to find what I really want to do in life, through modules in fieldwork and plenty of hands-on learning.”

Konstantin Petrov, Bulgaria



A range of academic programmes to prepare you for university success

# About our courses



The highest teaching standards  
from experienced professionals

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



# Choosing your course

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

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 or International Diploma
International Diploma	June, September and January	From IELTS 5.0 to IELTS 5.5 depending on course length	3 or 4 terms	Year 2 undergraduate degree
Composite Diploma	June, September, January and March	From IELTS 4.0 to IELTS 4.5 depending on course length	4 or 6 terms	Year 2 undergraduate degree
Top-up degree	June, September, October and January	From IELTS 5.0 to IELTS 6.0 depending on course length	3 or 4 terms	Master's degree
Graduate Diploma	June, September, October, January and March	From IELTS 4.5 to IELTS 5.5 depending on course length	2, 3 or 4 terms	Master's degree
English for University Study	September, January, March and June	From IELTS 3.0 (with a minimum of 3.0 in writing)	Minimum of one term	Any INTO academic programme or university degree
Pre-sessional English	June, August and October	From IELTS 5.0 to IELTS 6.5 depending upon course length and destination degree	4 or 10 weeks	University degree
General English suite of courses	Flexible - both year-round and summer	From beginner to advanced	2 to 48 weeks	English for University Study

\* 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.



“The teaching team here is very experienced in helping students develop and become more confident in their English. It’s fantastic to see students adapting to different ways of studying and becoming more aware of the different cultures around them.”

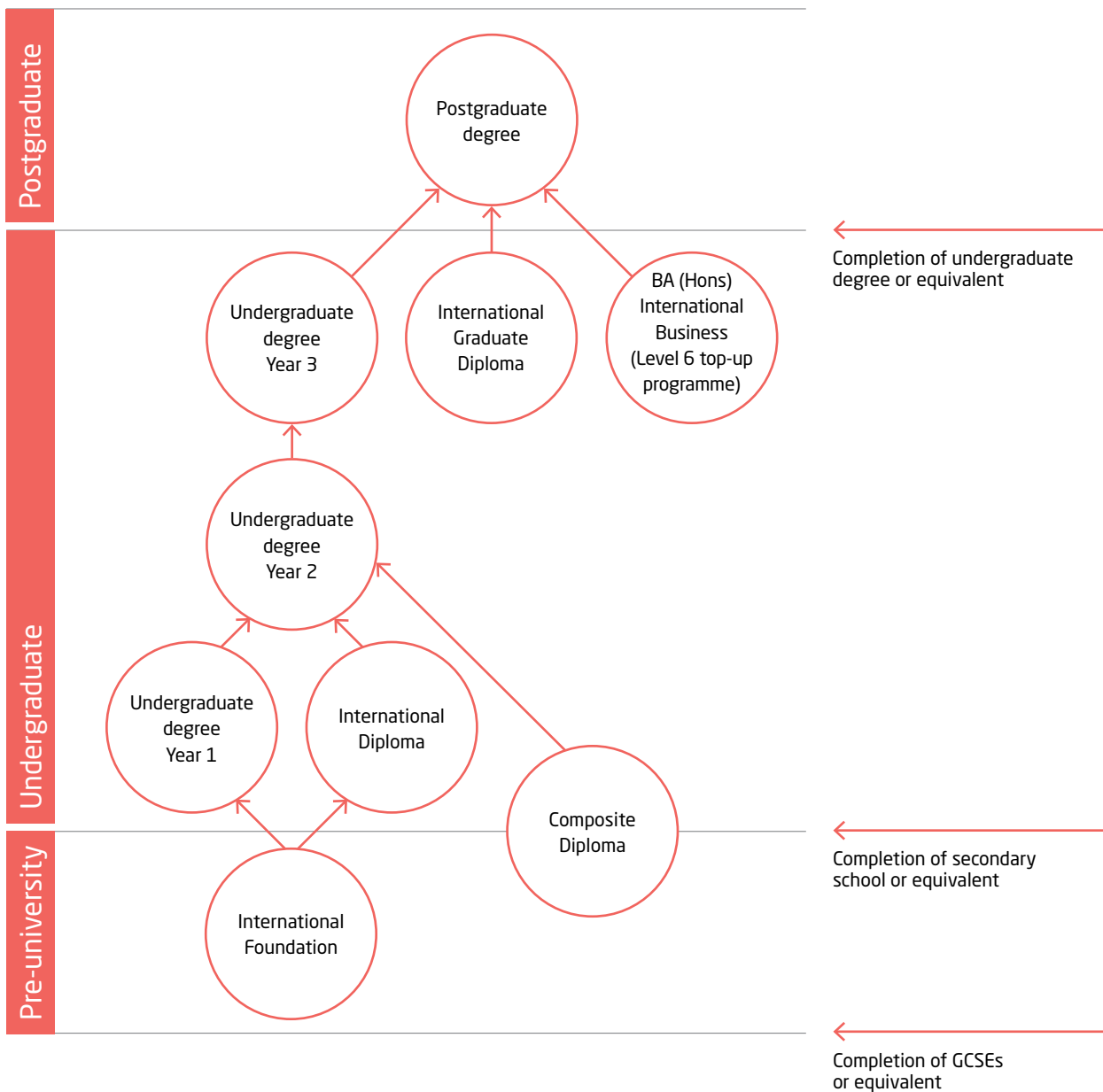
Piers Wall, Academic Director



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

Accredited by the  
  
 for the teaching  
 of English

**ENGLISHUK**  
*member*



# International Foundation

The International Foundation programme prepares you for direct entry to the first year of an undergraduate course at the University of Gloucestershire.

### What is the International Foundation?

The International Foundation programme combines academic study, intensive English language preparation, study skills and cultural orientation.

The programme has two pathways:

- Art, Design and Media
- Business, Hospitality and Tourism.\*

### Who should apply for the International Foundation?

If you have completed secondary school education in your home country, the International Foundation programme provides academic preparation for first year entry and ensures that you meet the minimum English language requirement for entry to your chosen undergraduate degree programme. In some circumstances you may be able to enrol on the Foundation programme in order to change your specialist subject.

\* Subject to validation.

### What is special about the programme?

The International Foundation programme provides all students with:

- full university status
- a quality-assured university programme
- a campus-based programme with access to university facilities
- a conditional offer of a place on the first year of a relevant undergraduate degree at the University of Gloucestershire
- guaranteed university placement for all successful students
- professional support and guidance with university applications
- multiple start dates
- the highest levels of pastoral care and support.

### 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. You will be required to reach the required English language level 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. Please see page 78 for course details.

### How is the programme validated?

It is validated and quality assured by the University of Gloucestershire. Successful completion of the International Foundation programme leads to the award of Certificate in Foundation Studies (National Qualification Framework Level 3), which is welcomed as an entry qualification both at the University of Gloucestershire and many other UK universities.

### 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 3.5 EUS																												

EUS: English for University Study

### Guaranteed university placement

If you successfully complete the International Foundation programme (subject to meeting the specified progression requirements), you are guaranteed progression onto the first year of a wide range of undergraduate degrees at the University of Gloucestershire.

### Innovative range of undergraduate degree subjects

The University offers over 100 undergraduate programmes, including top-up degrees and two-year Fast-Track degrees, in the following subject areas:

- advertising
- business management
- computer games design
- computing
- events management
- film production
- fine art
- graphic design
- international business management
- law
- marketing
- media production
- photography
- popular music
- sports management
- television production
- tourism.

### Key features

#### Programme content

The International Foundation programme provides subject-specific modules that relate to the academic content of your chosen undergraduate degree programme. Individual degree programmes also stipulate specific modules that you must study before progression. Around half of the programme is devoted to academic modules specific to your chosen pathway.

Full details of the academic modules appear on page 49.

#### English language support

You will complete modules in English language covering the core skills of reading, writing, listening and speaking, as well as grammar and vocabulary development.

#### Study and academic skills

An essential preparation for university, this module will help you work in groups, present ideas, manage your time, organise the content of essays and dissertations, use correct academic referencing styles, and understand how to evaluate your own work.

#### Teaching and learning styles

Throughout the International Foundation programme, all academic subject modules will be taught using a lecture, seminar and tutorial process that mirrors the style of teaching that you will encounter in university courses. Traditional teaching methods are supported by e-learning provision.

#### Academic guidance

You will receive support from your tutor on personal and academic issues, including advice on your studies and career plans. We also have an International Progression Officer who will help with your application to the University of Gloucestershire and arrange visits to your academic School so that you can learn more about your chosen degree programme.

#### Assessment

Grades from the International Foundation programme do not count towards your final degree, but help the University determine whether you meet the specified progression requirements for direct entry to your chosen degree programme.

Assessment is both formal and informal. Informally you will receive advice and feedback throughout your programme from your teachers. You will also be assessed through a combination of examinations at the end of each term and coursework, which may include written assignments, reports, practical exercises, a design portfolio, group and individual research projects, presentations and problem-solving exercises.

# International Foundation

## Art, Design and Media

This programme provides subject-specific modules that relate to the academic content of your chosen degree. You will complete common core modules, which include modules in English language as well as academic and study skills.

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

Core modules	Specialist modules
Academic Skills for Foundation Study (15 credits)	Art, Design and Media Practice (15 credits)
English Language for Foundation Study (45 credits)	Concepts in Art, Design and Media (15 credits)
Study Skills for Foundation Study (15 credits)	Final Major Project for Art, Design and Media (15 credits)

See page 49 for descriptions of core and specialist modules for this pathway.

#### Leading to undergraduate studies in areas such as:

Advertising; Animation; Computer Games Design; Computing; Film Production; Fashion Design; Film Studies; Fine Art; Fine Art - Photography; Graphic Design; Illustration; Landscape Architecture; Media Production; Multimedia Web Design; Music and Media Management; Photography - Editorial and Advertising; Photojournalism and Documentary Photography; Popular Music; Radio; and Television Production.

#### 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

20 hours per week minimum

##### Age requirement

17 years and above\*

##### Academic entry requirements

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

##### 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.

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94



“INTO inspired me to think like an adult learner. The teachers are very ambitious in order to improve learners’ knowledge. I made a terrific choice coming here, and I am proud to be an INTO student.”

Matithev Subsakul, Thailand

# International Foundation

## Business, Hospitality and Tourism\*

This programme provides subject-specific modules that introduce you to the areas of business, hospitality and tourism and prepare you for your chosen degree. There are three core subject modules and an opportunity to choose a fourth module in a subject area of interest. In addition to the subject modules you will complete common core modules in English language and academic study skills.

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

Core English language and study skills modules	Core subject modules
English Language for Foundation Study (45 credits)	Introduction to Accounting (15 credits)
Academic Skills for Foundation Study (15 credits)	The World of Business (15 credits)
	Operational Skills for Hospitality, Events and Tourism (15 credits)
	Investigating the Leisure Industries (15 credits) <b>or</b> Introduction to Law and Legal Systems (15 credits)

See page 49 for descriptions of core and specialist modules for this pathway.

#### Leading to undergraduate studies in areas such as:

Accounting and Business Management; Accounting and Financial Management Studies; Biology; Business and Marketing Management; Business Information Technology; Computer Games Design; Computing; Criminology; Ecology and Environmental Science; Economics; Events Management; Film Studies; Geography; Hotel, Resort and Tourism Management; Human Resource Management; International Business Management; Law; Marketing; Marketing, Advertising and Branding; Product Design; Psychology; Sociology; Sports Coaching; Sports Management; Sports Therapy; and Tourism Management.

\* Subject to validation.

#### 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

20 hours per week minimum

##### Age requirement

17 years and above\*\*

##### Academic entry requirements

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

##### 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.

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\*\*All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94

### International Foundation progression grades

The tables below provide detailed information on the grades you need to achieve to be guaranteed a place on your chosen undergraduate degree programme at the University of Gloucestershire.

Applications to other degrees not listed here are considered on a case-by-case basis from all pathways.

### International Foundation progression grades

Degree title	Award	Length of degree (years)	EAP grade	Pass grade	Grade required for entry to International Diploma	Grade required for entry to Year 1 of undergraduate degree
<b>International Foundation in Art, Design and Media</b>						
Advertising	BA	3	40%	40%	45%	50%
Animation	BA	3	40%	40%	45%	50%
Computer Games Design	BA	3 <sup>†</sup>	40%	40%	45%	50%
Computing	BA	3 <sup>†</sup>	40%	40%	45%	50%
Fashion Design	BA	3	40%	40%	45%	50%
Film Production	BA	3	40%	40%	45%	50%
Film Studies	BA	3 <sup>†</sup>	40%	40%	45%	50%
Fine Art	BA	3	40%	40%	45%	50%
Fine Art - Photography	BA	3	40%	40%	45%	50%
Graphic Design	BA	3	40%	40%	45%	50%
Illustration	BA	3	40%	40%	45%	50%
Landscape Architecture	BA	3	40%	40%	45%	50%
Media Production	BA	3	40%	40%	45%	50%
Multimedia Web Design	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Music and Media Management	BA	3	40%	40%	45%	50%
Photography - Editorial and Advertising	BA	3	40%	40%	45%	50%
Photojournalism and Documentary Photography	BA	3	40%	40%	45%	50%
Popular Music	BA	3	40%	40%	45%	50%
Radio	BA	3	40%	40%	45%	50%
Television Production	BA	3	40%	40%	45%	50%
<b>International Foundation in Business, Hospitality and Tourism</b>						
Accounting and Business Management	BA	3	40%	40%	45%	50%
Accounting and Financial Management Studies	BA	3	40%	40%	45%	50%
Animal Biology	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Biology	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Business Management and Marketing	BA	3	40%	40%	45%	50%
Business and Management Studies	BA	3	40%	40%	45%	50%
Business Information Technology	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Business Management	BA	3	40%	40%	45%	50%
Computer Games Design	BA	3 <sup>†</sup>	40%	40%	45%	50%
Computing	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Criminology	BSc	3	40%	40%	45%	50%
Criminology and Psychology	BSc	3	40%	40%	45%	50%
Criminology and Sociology	BSc	3	40%	40%	45%	50%
Ecology and Environmental Science	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Economics	BA	3 <sup>†</sup>	40%	40%	45%	50%

† Also available as a two-year Fast-Track degree. Progression grades for Fast-Track degrees are the same as for standard degrees. Any four-year degree (e.g. Sports Management) becomes a three-year degree when taken via Fast-Track. Progression to Fast-Track degrees is on a case-by-case basis. Students wanting to follow the Fast-Track option will be interviewed to ensure they understand the level of commitment that the more intensive Fast-Track degrees require. For more information, see page 33.

### International Foundation progression grades

Degree title	Award	Length of degree (years)	EAP grade	Pass grade	Grade required for entry to International Diploma	Grade required for entry to Year 1 of undergraduate degree
<i>International Foundation in Business, Hospitality and Tourism continued</i>						
Events Management	BA	3	40%	40%	45%	50%
Events Tourism Management	BA	3	40%	40%	45%	50%
Film Studies	BA	3	40%	40%	45%	50%
Forensic Computing	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Geography	BSc	3 <sup>†</sup>	40%	40%	45%	50%
History	BA	3	40%	40%	45%	50%
Hotel and Resort Management	BA	3	40%	40%	45%	50%
Hotel, Resort and Events Management	BA	4	40%	40%	45%	50%
Hotel, Resort and Tourism Management	BA	4	40%	40%	45%	50%
Human Resource Management	BA	3	40%	40%	45%	50%
Information Technology	BSc	3 <sup>†</sup>	40%	40%	45%	50%
International Business Management	BA	3	40%	40%	45%	50%
Law	LLB	3	40%	40%	45%	50%
Marketing	BA	3 <sup>†</sup>	40%	40%	45%	50%
Marketing, Advertising and Branding	BA	3	40%	40%	45%	50%
Multimedia Web Design	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Music and Media Management	BA	3	40%	40%	45%	50%
Performing Arts	BA	3	40%	40%	45%	50%
Product Design	BSc	3	40%	40%	45%	50%
Psychology	BSc	3	40%	40%	45%	50%
Psychology and Sociology	BSc	3	40%	40%	45%	50%
Retail Management	BA	3	40%	40%	45%	50%
Sociology	BSc	3	40%	40%	45%	50%
Sports and Dance Education	BA	3	40%	40%	45%	50%
Sport and Exercise Sciences	BSc	3	40%	40%	45%	50%
Sports Coaching	BSc	3	40%	40%	45%	50%
Sports Coaching and Development	BSc	3	40%	40%	45%	50%
Sports Coaching and Education	BSc	3	40%	40%	45%	50%
Sports Development	BSc	3	40%	40%	45%	50%
Sports Education	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Sports Education and Development	BSc	3	40%	40%	45%	50%
Sports Education and Science	BSc	3	40%	40%	45%	50%
Sports Fitness and Physical Activity	BSc	3	40%	40%	45%	50%
Sports Leadership	BA	3	40%	40%	45%	50%
Sports Management	BA	4	40%	40%	45%	50%
Sports Management and Development	BA	3	40%	40%	45%	50%
Sports Science	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Sports Strength and Conditioning	BSc	3 <sup>†</sup>	40%	40%	45%	50%
Sports Therapy	BSc	3	40%	40%	45%	50%
Tourism Management	BA	3	40%	40%	45%	50%

† Also available as a two-year Fast-Track degree. Progression grades for Fast-Track degrees are the same as for standard degrees. Any four-year degree (e.g. Sports Management) becomes a three-year degree when taken via Fast-Track. Progression to Fast-Track degrees is on a case-by-case basis. Students wanting to follow the Fast-Track option will be interviewed to ensure they understand the level of commitment that the more intensive Fast-Track degrees require. For more information, see page 33.



### Module descriptions

Detailed descriptions of the core and specialist modules for the International Foundation pathways 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.

#### 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.

#### English Language for Foundation Study

Through a series of three modules, each worth 15 credits, 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, which will prepare you for further academic study.

#### Final Major Project for 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. The final project may take the form of any appropriate artefact or set of artefacts from video, audio or web content, to photography, art or design.

#### 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 Law and Legal Systems

In this module 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.

#### 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.

#### 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 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, and independent learning and working, and the opportunity to practise them in a range of simulated settings.

#### 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 introductory 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.

#### The World of Business

This module introduces you to the key dimensions of business through the introduction of different types of organisations, common business structures, the key functions of a business, including marketing, finance and human resource management, the roles of managers and other departments in the co-ordination of these functions, to ensure the delivery of business objectives is considered. The module also examines the factors in the local and global business environment and how they impact on the way businesses run.

# International Diploma

The International Diploma is equivalent to studying the first year of a UK undergraduate degree. Successful completion offers direct entry to the second year of an undergraduate degree in a range of subjects at the University of Gloucestershire.

### What is the International Diploma?

The International Diploma is a full-time academic programme that offers you the opportunity to:

- enhance your language skills in preparation for undergraduate study
- increase your knowledge of academic theory to enable advanced entry to year two of an undergraduate degree
- develop the necessary study and research skills for undergraduate study.

There are four pathways in Art, Design and Media; Accounting and Finance; Business and Management; and Hospitality, Events and Tourism.

### Who should apply for the International Diploma?

The International Diploma is suitable for international students who have completed A-levels or a recognised International Foundation programme, or who are already in the first year of a relevant undergraduate degree in their home country, but do not meet the academic or English language requirements for direct entry to the University of Gloucestershire.

The additional January start date will also appeal to students who are unable to apply for the traditional September start date for university study.

### What is special about the programme?

The International Diploma programme provides all students with:

- full university status
- a quality-assured university programme
- a campus-based programme with access to university facilities
- a conditional offer of a place on the second year of an undergraduate degree at the University of Gloucestershire
- professional support and help with university applications
- the highest levels of pastoral care and support.

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

Lasting four terms the Extended Diploma 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 reach the required English language level 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. Please see page 78 for course details.

### How is the programme validated?

The programme is validated and quality-assured by the University of Gloucestershire. Successful completion of the International Diploma programme leads to the award of Certificate of Higher Education (National Qualification Framework Level 4). The International Diploma is therefore a first step towards obtaining a recognised undergraduate qualification.

### Guaranteed university placement

If you successfully complete the International Diploma programme (subject to meeting the specified progression requirements), you are guaranteed progression onto the second year of a relevant undergraduate degree at the University of Gloucestershire.

### 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 4.5 EUS					IELTS 5.0 Extended Diploma programme (4 term)																Undergraduate degree Year 2				
			IELTS 4.5 EUS		IELTS 5.0 Extended Diploma programme (4 term)																Undergraduate degree Year 2				
			IELTS 5.0 EUS		IELTS 5.5 International Diploma programme (3 term)																Undergraduate degree Year 2				
					IELTS 5.0 EUS					IELTS 5.5 International Diploma programme (3 term)											Undergraduate degree Year 2				

EUS: English for University Study

## Key features

### Intensive academic preparation

The International Diploma programme is as academically demanding as the first year of a traditional university degree course. More than two-thirds of the programme is devoted to the academic modules.

### English language

English language is a key subject in the International Diploma programme, covering reading, writing, listening and speaking for academic purposes. The module will help to ensure that you reach the English language entry requirement for the second year of a degree course.

### Study skills

This essential part of the curriculum will help you develop the necessary skills for undergraduate-level study by providing support with group work, presentations, note taking in lectures, structuring assignments and understanding methods of self-evaluation.

### Teaching and learning styles

Throughout the International Diploma programme, all academic subject modules will be taught using a lecture, seminar and tutorial process that mirrors the style of teaching that you will encounter at university.

In addition to classes, you will be expected to spend a significant amount of time on private study and completing assignments. A great emphasis is placed on the development of independent learning skills and on providing opportunities for students to practise a wide range of study skills, including individual and group presentations, project work and assignments.

### Assessment

Grades from the International Diploma programme do not count towards your final degree, but help the University determine whether you meet the specified progression grades for entry to your chosen degree programme.

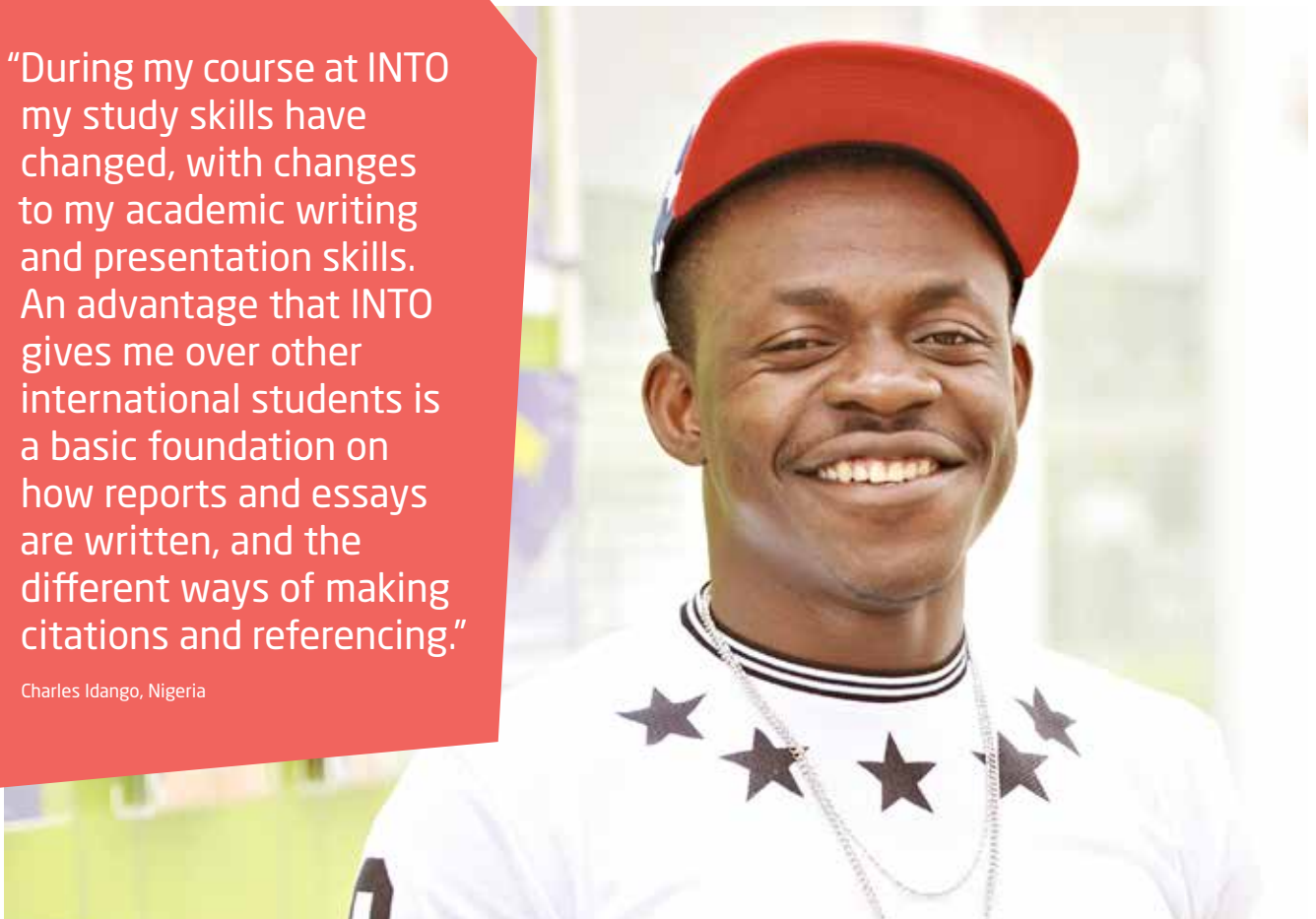
Assessment is both formal and informal. Informally, you will receive advice and feedback throughout your programme from your teachers. You will also be assessed through a combination of examinations and coursework, including written assignments, reports, practical exercises, group and individual research projects, design projects, presentations, and problem-solving exercises. You are required to obtain 150 credits to complete the programme successfully.

### Academic guidance

You will receive support from your tutor on personal and academic issues, including advice on your studies and career plans. We also have an International Progression Officer who will help with your application to the University of Gloucestershire and arrange visits to your academic School so that you can learn more about your chosen degree programme.

“During my course at INTO my study skills have changed, with changes to my academic writing and presentation skills. An advantage that INTO gives me over other international students is a basic foundation on how reports and essays are written, and the different ways of making citations and referencing.”

Charles Idango, Nigeria



# International Diploma Accounting and Finance\*

The programme provides subject-specific modules that relate to the academic content of your chosen degree. You will study core modules as well as specialist modules, with a total value of 150 credits.

## International Diploma in Accounting and Finance (150 credits)

Core modules	Specialist modules
Academic Skills for Undergraduate Study (15 credits)	<p><b>You will be required to study 105 credits from the modules below:</b></p> <p>Business Environment (15 credits)</p> <p>Business Finance (15 credits)</p> <p>Information Technology and Business Data (15 credits)</p> <p>Introduction to Business Law (15 credits)</p> <p>Introduction to Financial Accounting (15 credits)</p> <p>Introduction to Management Accounting (15 credits)</p> <p>Professional Development 1 (15 credits)</p> <p>Professional Development 2 (15 credits).</p>
English Language for Undergraduate Study (30 credits)	

See pages 58-60 for descriptions of all modules for this pathway.

### Leading to second year undergraduate entry in:

Accounting and Business Management; and Accounting and Financial Management.

\* Subject to validation.

### 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

20 hours per week minimum

#### Age requirement

17 years and above\*\*

#### Academic entry requirements

Satisfactory completion of A-levels, a recognised Foundation, first year of an overseas university degree programme with good grades, or equivalent.

#### English language entry requirement

3 term: IELTS 5.5 or equivalent

4 term: IELTS 5.0 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 78 for course details.

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

\*\*All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates  
and prices, see  
page 94

# International Diploma

## Art, Design and Media

The programme provides subject-specific modules that relate to the academic content of your chosen degree. You will study core modules as well as specialist modules, with a total value of 150 credits.

### International Diploma in Art, Design and Media (150 credits)

Core modules	Specialist modules
Academic Skills for Undergraduate Study (15 credits)	<p><b>You will be required to study 105 credits from the modules below:</b></p> <p>Collaborative Project for Art, Design and Media (15 credits)</p> <p>Creative Thinking (15 credits)</p> <p>Design for Animation (15 credits)</p> <p>Games Design (15 credits)</p> <p>Graphic and Moving Images (15 credits)</p> <p>Introduction to Photography (15 credits)</p> <p>Media and Creative Industries (15 credits)</p> <p>Programming Fundamentals (15 credits)</p> <p>Screen Production (15 credits).</p>
English Language for Undergraduate Study (30 credits)	

See pages 58-60 for descriptions of all modules for this pathway.

#### Leading to second year undergraduate entry in:

Advertising; Computer Games Design; Computing; Film Studies; Graphic Design; Media Production; Multimedia Web Design; Music and Media Management; and Photography - Editorial and Advertising.

#### 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

20 hours per week minimum

##### Age requirement

17 years and above\*

##### Academic entry requirements

Satisfactory completion of A-levels, a recognised Foundation, first year of an overseas university degree programme with good grades, or equivalent.

##### English language entry requirement

3 term: IELTS 5.5 or equivalent

4 term: IELTS 5.0 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 78 for course details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates  
and prices, see  
page 94

# International Diploma Business and Management

The programme provides subject-specific modules that relate to the academic content of your chosen degree. You will study core modules as well as specialist modules, with a total value of 150 credits.

## International Diploma in Business and Management (150 credits)

Core modules	Specialist modules
Academic Skills for Undergraduate Study (15 credits)	<p><b>You will be required to study the modules below:</b></p> <p>Business Environment (15 credits)</p> <p>Business Finance (15 credits)</p> <p>Consumer Behaviour (15 credits)</p> <p>Introduction to Business Law (15 credits)</p> <p>Introduction to Management (15 credits)</p> <p>Introduction to Marketing (15 credits)</p> <p>Putting Business Cases (15 credits).</p>
English Language for Undergraduate Study (30 credits)	

See pages 58-60 for descriptions of all modules for this pathway.

### Leading to second year undergraduate entry in:

Business Management; Marketing; and Marketing, Advertising and Branding.

### 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

20 hours per week minimum

#### Age requirement

17 years and above\*

#### Academic entry requirements

Satisfactory completion of A-levels, a recognised Foundation, first year of an overseas university degree programme with good grades, or equivalent.

#### English language entry requirement

3 term: IELTS 5.5 or equivalent

4 term: IELTS 5.0 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 78 for course details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94

# International Diploma

## Hospitality, Events and Tourism

The programme provides subject-specific modules that relate to the academic content of your chosen degree. You will study core modules as well as specialist modules, with a total value of 150 credits.

### International Diploma in Hospitality, Events and Tourism (150 credits)

Core modules	Specialist modules
Academic Skills for Undergraduate Study (15 credits)	<p><b>You will be required to study 105 credits from the modules below:</b></p> <p>Introduction to the Hotel and Resort Sector (30 credits)</p> <p>Principles of Resource Management (15 credits)</p> <p>Skills in the Workplace (15 credits)</p> <p>Understanding Consumers in Society (15 credits).</p> <p>Introduction to Events Management Specialisms <b>or</b> Tourism in the World (30 credits)</p>
English Language for Undergraduate Study (30 credits)	

See pages 58-60 for descriptions of all modules for this pathway.

#### Leading to second year undergraduate entry in:

Events Management; Hotel and Resort Management; and Tourism Management.

### 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

20 hours per week minimum

#### Age requirement

17 years and above\*

#### Academic entry requirements

Satisfactory completion of A-levels, a recognised Foundation, first year of an overseas university degree programme with good grades, or equivalent.

#### English language entry requirement

3 term: IELTS 5.5 or equivalent

4 term: IELTS 5.0 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 78 for course details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94

### International Diploma progression grades

The table below provides detailed information about the academic and English language requirements you need to meet in order to qualify for guaranteed entry to Year 2 of an undergraduate degree at the University of Gloucestershire.

#### International Diploma progression grades

Degree title	Award	Length of degree (years)	EAP grade	Pass grade	Grade required for entry to Year 2
<b>International Diploma in Accounting and Finance</b>					
Accounting and Business Management	BA	3	40%	40%	40%
Accounting and Financial Management	BA	3	40%	40%	40%
<b>International Diploma in Art, Design and Media</b>					
Advertising	BA	3	40%	40%	40%
Computer Games Design	BSc	3	40%	40%	40%
Computing	BSc	3	40%	40%	40%
Graphic Design	BA	3	40%	40%	40%
Film Studies	BA	3	40%	40%	40%
Media Production	BA	3	40%	40%	40%
Music and Media Management	BA	3	40%	40%	40%
Multimedia Web Design	BSc	3	40%	40%	40%
Photography - Editorial and Advertising	BA	3	40%	40%	40%
<b>International Diploma in Business and Management</b>					
Business Management	BA	3	40%	40%	40%
Marketing	BA	3	40%	40%	40%
Marketing, Advertising and Branding	BA	3	40%	40%	40%
<b>International Diploma in Hospitality, Events and Tourism</b>					
Events Management	BA	3	40%	40%	40%
Hotel and Resort Management	BA	3	40%	40%	40%
Tourism Management	BSc	3	40%	40%	40%





“INTO has taught me many academic skills, such as referencing and giving presentations. As for practical skills, my work placement at the University’s catering services has been a very good experience. It has given me a chance to do things by myself and gain confidence.”

Zhi Ya Chin, Malaysia

## Module descriptions

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

### Academic Skills for Undergraduate Study

Essential preparation for university life, the Study Skills module will help you develop the necessary skills for undergraduate-level study by providing support with group work, presentations, research methods, note taking in lectures, structuring assignments and understanding methods of self-evaluation.

### Business Environment

This module analyses the interaction between the organisation and its stakeholders, and interprets the influence of the internal and external business environments. The role of shareholders and customers will be examined through a discussion of their financial and marketing relationships. The module will also cover the environmental influences on the organisation by examining the legal, political, economic, social, ecological and technological factors at a global, international, national and industry level.

### Business Finance

This module provides a broad introduction to the subjects of financial and management accounting. Its aim is to provide students with an understanding of the purpose and uses of financial information in business. Students are encouraged to evaluate financial information for control purposes and for assessment of business performance.

### Collaborative Project for Art, Design and Media

This module requires you to collaborate with other students on a joint project, which could take the form of providing video for a web project, animation for games design or promotional material for events or advertising. It could also focus on the provision of production skills and entrepreneurial skills in promotion and marketing to events, artists or individuals. The aim of the module is to enable you to develop an understanding of 360 degree commissioning and working in collaboration with other industry professionals.

### Consumer Behaviour

Through this module you will develop an understanding of customers and their consumption. The module explores customer attitudes, values and beliefs, why customers buy and consume brands, the meanings of these brands in their lives and the associated decision-making process. Organisational buying behaviour and customer segmentation will also be considered.

### Creative Thinking

This module encourages students to experiment with a range of different approaches to designing, through research-led practice, critical examination of existing and emergent technologies, and an experimental and innovative approach to materials and processes. Through the module your usual method of originating ideas and connections will be extended, re-evaluated and challenged, leading to a discovery of innovative ways of working, introducing new processes and technologies and, above all, an entirely new strategy for thinking and designing with a high level of creative and critical ability. The module also introduces animation, moving image and film in a creative context, and examines the role of illustration and photography in creative practice.

### Design for Animation

This module introduces the fundamentals of structuring and creating a narrative animation, including current techniques and traditional methods. This approach will aid students in identifying and interpreting familiar concepts across a range of differing software packages and allow them to approach animation in a structured and consistent fashion. Students will develop their own animated piece and will demonstrate an understanding of the techniques involved. Creation of titles, credits and an introduction to post-production techniques will be an important element during this module. The module allows students to explore and develop their understanding of the fundamentals of structure, narrative and sound.

### English Language for Undergraduate Study

English language is a core subject in the International Diploma programme, covering reading, writing, listening and speaking. The module ensures that students reach the entry requirement for the second year of a degree course.

### Games Design

This module introduces the core concepts of computer game design for different genres, and the techniques for building levels, interfaces and interactivity. You will learn skills for the management of a project lifecycle and documentation within a team context. This module will develop your understanding of the production requirements for computer game design, as well as give you practical experience of creating computer games from client briefs. Topics covered include: genres and game play; principles of game design; storyboards; interface design; developing characters; level design; asset management; tile maps; audio in games; documentation standards; project management; games for learning; and development processes for games production.

### Graphic and Moving Images

This module introduces the use of graphics, animation and video delivered by computer. You will learn how moving images and graphics facilitate interaction between users and information and experiences relating to all aspects of human needs, including information, education, and entertainment.

The module will investigate the use of 2D drawing and media-capture hardware, such as digital cameras and digital video cameras, together with the software for content acquisition and media manipulation, and editing for input to various authoring software. Students will have the opportunity to design a product from a client brief.

### Introduction to Business Law

This module introduces students to the English legal system and some aspects of business law which are relevant to the accounting profession. It looks at the distinction between civil and criminal law, gives an overview of the court system and considers various aspects of contracts including the distinction between employment and service contracts, factors affecting contracts and ways in which contracts can be changed.

### **Introduction to Events Management Specialisms**

This module introduces a range of specialist contexts for events management work and considers the synergies and contrasts between niche sectors of the events industry, such as business, music and sporting events. The nature of work in each sector, and the trends that influence the shape of events will be outlined.

Topics covered include: understanding the range of providers and participants in the niche sectors of the events industry; comparing and contrasting a range of events sectors; mapping trends, issues and impacts on the range of niche sectors; the financing and funding specific to each niche sector; and management competencies and skills required in each sector.

### **Introduction to Financial Accounting**

This module provides a practical introduction to the concepts, conventions and practices used in processing business transactions into general purpose financial statements, and how this enables a critical evaluation of the role of accounting information in decision making. Topics covered include: accounting concepts; books of original entry; correction of accounting errors; preparing final accounts of sole proprietorships and limited liability companies; and interpreting accounting ratios.

### **Introduction to the Hotel and Resort Sector**

This module introduces the key principles behind hotel and resort management. It will explore the historical developments and global demand trends in the hotel and resort sectors. You will also develop an understanding of the changes taking place in key markets such as leisure, business conferences, events, and consider the implications for the hotel and resort providers.

The module offers a fundamental approach to hotel and resort management. Beginning with a historical background to the sectors, the module then introduces you to more contemporary trends including: consumer expectations; hotel and resort product design; and pricing and distribution.

### **Introduction to Management**

This module aims to develop an understanding of the theory and practice of management in a variety of modern organisational contexts. The module focuses on the role of a manager in an organisation, and key organisational functions and systems, such as how to develop, manage, motivate and monitor teams to deliver on managerial goals and the impact that both power and culture can have within an organisation.

### **Introduction to Management Accounting**

This module aims to provide you with an introduction to accounting generally, and in particular to key elements of management accounting, such as elements of cost and cost behaviour, as well as budgetary preparation and control. Furthermore, it aims to provide you with an understanding of the theory and practice of management accounting principles and their relevance to the business environment.

### **Introduction to Marketing**

This module provides an introduction to the philosophical underpinnings and first principles of marketing and the fundamental tools to provide a superior customer value proposition. Problem-centred learning is achieved via students developing a basic marketing plan for a product/service of their choice.

### **Introduction to Photography**

This practical module provides an opportunity to explore a range of techniques involved in creating photographs and invites you to question your approach to capturing images. The module will provide you with an introduction to the techniques and processes of photography and provide opportunities to apply and demonstrate knowledge, skills and creativity through a range of practical projects.

### **Media and Creative Industries**

This module introduces key historical developments within the media and creative industries through exploring key themes such as broadcast and post-broadcast, audience and user, convergence, creativity and commerce, production culture, institutions and corporations, technology, choice and demand.

Students will engage with the latest media theories and well-established texts in order to have a broad foundation for understanding how media and creative industries have developed over the last century. Students will begin to develop their own approaches to engaging with media and creative industries by undertaking theoretical research and then a creative project that explores their own position in a mediated landscape.

### **Principles of Resource Management**

The aim of this module is to provide you with knowledge of the basic procedures and techniques used in the management of financial and human resources within the leisure industries, including events, hospitality, leisure, tourism and sport. The emphasis of study will be on how human resource and financial issues influence management decision making in an operational context. Key topics covered are those related to recruitment, selection, training and retention of staff, basic accounting practice and procedures and key legal aspects applicable to human and financial resources.

### **Professional Development 1**

This module is designed to develop a variety of technical and analytical skills, with an emphasis on problem solving. The module concentrates on those features of quantitative analysis which are of immediate relevance, and aims to increase students' confidence in their application. The context for this module is the use of quantitative techniques in the financial and managerial decision-making processes, including financial mathematics, project planning and the collection, analysis and interpretation of data, including the use of spreadsheets and statistics software.

**Professional Development 2**

The module introduces important features of an organisation's external and internal environments, including the impact of economic, political, social, legal and environmental factors, as well as the nature of competition and how this presents both opportunities and threats to an organisation. The second part of the module focuses on providing an internal environmental analysis through examination of the structure and type of organisation, as well as culture, leadership and management. The module will also provide a brief introduction to issues of corporate governance.

**Putting Business Cases**

This module provides an opportunity for students to critically consider issues surrounding decision-making within the business context and how they can establish and gain support for decisions through high-quality business cases. Students will be encouraged to explore and evaluate soft and hard analytical tools along with considering relevant theory and models informing their decision-making. There will be an emphasis on developing and delivering business pitches.

**Screen Production**

This module introduces the technology and necessary principles involved in making short multi-platform videos. The aim of this module is to introduce you to the skills needed to operate entry-level video production equipment through using a series of exercises to develop a good 'working knowledge'. You will also study the associated theories such as focus and exposure. You will then undertake one summative assignment, which will take the form of web-ready videos.

**Skills in the Workplace**

This module enables you to gain first-hand experience of working within a professional context. It aims to give you an understanding of what constitutes employability, how to define and communicate your expertise and knowledge, and how to translate theoretical and practical knowledge into professional skills. It also aims to encourage you to develop beneficial connections within a professional context, and to reflect upon how the experience gained can be used towards your career aspirations.

**Understanding Consumers in Society**

This module provides an integrated approach to the study of societal values, culture, lifestyles, ethics and consumption in the leisure sector. The module establishes a theoretical underpinning in society's consumption of leisure products and services, using a range of academic and management ideas. It introduces the historical and contemporary drivers of consumer behaviour, and the challenges of managing it in an environment that increasingly emphasises the ethical and sustainable dimensions of people's leisure behaviour and consumption patterns. Perspectives are derived from the fields of sociology, psychology, ethics, and sustainability to situate the consumer behaviour concept, and to identify how providers respond to people as their consumers and potential consumers.



"INTO has prepared me to be a motivated learner, and has helped me to mix with English students."

Muhammad Saim Azaz, Pakistan

# Composite Diploma

The Composite Diploma programme takes you from Foundation level entry and, following successful completion of the four or six-term programme, offers direct entry to the second year of an undergraduate degree in a range of subjects at the University of Gloucestershire and the award of the University of Gloucestershire certificate.

### What is the Composite Diploma?

The Composite Diploma is a full-time academic programme that offers you the opportunity to:

- enhance your language skills in preparation for undergraduate study
- increase your knowledge of academic theory to enable advanced entry to year two of an undergraduate degree
- develop the necessary study and research skills for undergraduate study.

There are four pathways in Accounting and Finance (six term); Art, Design and Media (six term); Business and Management (four term); and Hospitality, Events and Tourism (four term).

### Who should apply for the Composite Diploma?

The Composite Diploma is suitable for international students who have completed secondary school education in their own country, who do not meet the academic or English language requirements for direct entry to the University of Gloucestershire and are looking for supported progression through to the second year of degree study.

The additional start dates will also appeal to students who are unable to apply for the traditional September start date for university study.

### What is special about the programme?

The programme provides all students with:

- a continuous four or six-term programme from post-secondary study to the second year of undergraduate study
- full university status
- a quality-assured university programme
- a campus-based programme with access to university facilities
- a conditional offer of a place on the second year of a relevant undergraduate degree at the University of Gloucestershire
- guaranteed university placement for all successful students
- professional support and guidance with university applications
- multiple start dates
- the highest levels of pastoral care and support.

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

The Composite Diploma programme is designed to take students from pre-university entry requirements through to the level where they can confidently undertake the challenging work of the second year of undergraduate study. Examples of these study routes are set out below.

If you need to study additional English in order to reach the level necessary for academic study, you should apply for English for University Study. Please see page 78 for course details.

### How is the programme validated?

The programme is validated and quality-assured by the University of Gloucestershire. Successful completion of the Composite Diploma programme leads to the University of Gloucestershire award of International Diploma. It is equivalent to the University's Certificate of Higher Education; Level 4 on the National Qualification Framework (NQF). The Composite Diploma is therefore a first step towards obtaining a recognised undergraduate qualification.

### Guaranteed university placement

If you successfully complete the Composite Diploma programme (subject to meeting the specified progression requirements), you are guaranteed progression onto the second year of a relevant undergraduate degree at the University of Gloucestershire.

### Recommended study plan and progression route

2015												2016												2017											
JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL										
IELTS 4.0 Composite Diploma programme (Terms 1-4)*												Undergraduate degree Year 2																							
IELTS 3.5 EUS			IELTS 4.0 Composite Diploma programme (Terms 1-3)**												IELTS 4.0 Composite Diploma programme (Terms 4-6)**																				
IELTS 4.0 EUS				IELTS 4.5 Composite Diploma programme (Terms 1-4)*												Undergraduate degree Year 2																			
IELTS 3.5 EUS						IELTS 4.0 Composite Diploma programme (Terms 1-4)**												IELTS 4.0 Composite Diploma programme (Terms 4-6)**																	
IELTS 3.5 EUS							IELTS 4.0 Composite Diploma programme (Terms 1-3)**												IELTS 4.0 Composite Diploma programme (Terms 4-6)**																

EUS: English for University Study.

\* Business and Management; and Hospitality, Events and Tourism pathways.

\*\* Accounting and Finance; and Art, Design and Media pathways.

## Key features

### Intensive academic preparation

The Composite Diploma programme is academically demanding. It takes students from pre-university study and supports them through the demanding first year of undergraduate study. Around 60% of the programme is devoted to the academic modules.

### English language

English language is a key subject in the Composite Diploma programme, covering reading, writing, listening and speaking for academic purposes. The modules will help to ensure that you reach the English language entry requirement for the second year of a degree course.

### Study skills

This essential part of the curriculum will help you develop the necessary skills for undergraduate-level study by providing support with group work, presentations, note taking in lectures, structuring assignments and understanding methods of self-evaluation.

### Teaching and learning styles

Throughout the Composite Diploma programme, all academic subject modules will be taught using a lecture, seminar and tutorial process that mirrors the style of teaching that you will encounter at university.

In addition to classes, you will be expected to spend a significant amount of time on private study and completing assignments. A great emphasis is placed on the development of independent learning skills and on providing opportunities for students to practise a wide range of study skills, including individual and group presentations, project work and assignments.

### Assessment

Grades from the Composite Diploma programme do not count towards your final degree, but help the University determine whether you meet the specified progression grades for entry to your chosen degree programme.

Assessment is both formal and informal. Informally, you will receive advice and feedback throughout your programme from your teachers. You will also be assessed through a combination of examinations and coursework, including written assignments, reports, practical exercises, group and individual research projects, design projects, presentations, and problem-solving exercises.

### Academic guidance

You will receive support from your tutor on personal and academic issues, including advice on your studies and career plans. We also have an International Progression Officer who will help with your application to the University of Gloucestershire and arrange visits to your academic School, so that you can learn more about your chosen degree programme.

“INTO teaches you some very practical skills, such as note taking and CV writing. Those skills are definitely useful for the future.”

Thomas Wong, Hong Kong

# Composite Diploma

## Accounting and Finance\*

This programme provides subject-specific modules that relate to the academic content of your chosen degree. You will complete common core modules, which include modules in English language as well as academic and study skills.

### Key course facts

#### Start dates

September, January and March

#### Programme length

6 terms or approximately 18-21 months

#### Class hours

20 hours per week

#### Age requirement

17 years and above\*\*

#### Academic entry requirements

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

#### English language entry requirement

IELTS 4.0 or an equivalent

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

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\*\*All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.

### Composite Diploma in Accounting and Information Systems

Core modules	Specialist modules
<b>Terms 1-3</b>	
Academic and Study Skills (15 credits)	Introduction to Accounting (15 credits)
English Language for Foundation Study (45 credits)	Investigating the Leisure Industries (15 credits) <b>or</b> Introduction to Law and Legal Systems (15 credits)
Introduction to Accounting and Information Systems (15 credits)	Operational Skills for Hospitality, Events and Tourism (15 credits)
	The World of Business (15 credits)
<b>Terms 4-6</b>	
Academic Skills for Undergraduate Study (15 credits)	<b>You will be required to study 105 credits from the modules below:</b> Business Environment (15 credits) Business Finance (15 credits) Introduction to Business Law (15 credits) Introduction to Financial Accounting (15 credits) Introduction to Management Accounting (15 credits) Information Technology and Business Data (15 credits) Professional Development 1 (15 credits) Professional Development 2 (15 credits).
English for Undergraduate Study (30 credits)	

The Composite Diploma programme combines modules from the the International Foundation and International Diploma programmes. For detailed module descriptions, see pages 49 and 58-60.

#### Leading to undergraduate studies in areas such as:

Accounting and Business Management; and Accounting and Financial Management.

\* Subject to validation.



For course dates  
and prices, see  
page 94



# Composite Diploma

## Art, Design and Media

This programme provides subject-specific modules that relate to the academic content of your chosen degree. You will complete common core modules, which include modules in English language as well as academic and study skills.

### Composite Diploma in Art, Design and Media

Core modules	Specialist modules
<b>Terms 1-3</b>	
Academic and Study Skills (15 credits)	Art, Design and Media Practice (15 credits)
English Language for Foundation Study (45 credits)	Concepts in Art, Design and Media (15 credits)
Introduction to Art, Design and Media (15 credits)	Final Major Project for Art, Design and Media (15 credits)
<b>Terms 4-6</b>	
Academic Skills for Undergraduate Study (15 credits)	<b>You will be required to study 105 credits from the modules below:</b> Collaborative Project for Art, Design and Media (15 credits) Creative Thinking (15 credits) Design for Animation (15 credits) Games Design (15 credits) Graphic and Moving Images (15 credits) Introduction to Photography (15 credits) Media and Creative Industries (15 credits) Programming Fundamentals (15 credits) Screen Production (15 credits).
English for Undergraduate Study (30 credits)	

The Composite Diploma programme combines modules from the the International Foundation and International Diploma programmes. For detailed module descriptions, see pages 49 and 58-60.

#### Leading to undergraduate studies in areas such as:

Advertising; Computer Games Design; Computing; Graphic Design; Film; Media Production; Multimedia Web Design; Music and Media Management; Photography - Editorial and Advertising.

#### Key course facts

##### Start dates

September, January and March

##### Programme length

6 terms or approximately 18-21 months

##### Class hours

20 hours per week

##### Age requirement

17 years and above\*

##### Academic entry requirements

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

##### English language entry requirement

IELTS 4.0 or an equivalent

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

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94

# Composite Diploma Business and Management

This programme provides subject-specific modules that relate to the academic content of your chosen degree. You will complete common core modules, which include modules in English language as well as academic and study skills.

### Key course facts

**Start dates**

June and September

**Programme length**

4 terms or approximately 12 months

**Class hours**

20 hours per week

**Age requirement**

17 years and above\*

**Academic entry requirements**

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

**English language entry requirement**

IELTS 4.5 or an equivalent

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

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.

### Composite Diploma in Business and Management

Core modules	Specialist modules
<b>Terms 1-2</b>	
English Language for Foundation Study (45 credits) Academic and Study Skills (15 credits)	Introduction to Accounting (15 credits) Investigating the Leisure Industries (15 credits) <b>or</b> Introduction to Law and Legal Systems (15 credits) Operational Skills for Hospitality, Events and Tourism (15 credits) The World of Business (15 credits)
<b>Terms 3-4</b>	
Academic Skills for Undergraduate Study (15 credits) English for Undergraduate Study (30 credits)	<b>You will be required to study all of the modules below:</b> Business Environment (15 credits) Business Finance (15 credits) Business Information (15 credits) Consumer Behaviour (15 credits) Introduction to Business Law (15 credits) Introduction to Management (15 credits) Introduction to Marketing (15 credits).

The Composite Diploma programme combines modules from the the International Foundation and International Diploma programmes. For detailed module descriptions, see pages 49 and 58-60.

**Leading to undergraduate studies in areas such as:**

Business Management; Marketing; and Marketing, Advertising and Branding.



For course dates and prices, see page 94

# Composite Diploma

## Hospitality, Events and Tourism

This programme provides subject-specific modules that relate to the academic content of your chosen degree. You will complete common core modules, which include modules in English language as well as academic and study skills.

### Composite Diploma in Art, Design and Media

Core modules	Specialist modules
<b>Terms 1-2</b>	
English Language for Foundation Study (45 credits) Academic and Study Skills (15 credits)	Introduction to Accounting (15 credits) Investigating the Leisure Industries (15 credits) <b>or</b> Introduction to Law and Legal Systems (15 credits) Operational Skills for Hospitality, Events and Tourism (15 credits) The World of Business (15 credits)
<b>Terms 3-4</b>	
Academic Skills for Undergraduate Study (15 credits) English for Undergraduate Study (30 credits)	<b>You will be required to study 105 credits from the modules below:</b> Introduction to Events Management Specialisms <b>or</b> Hotel and Resort Operations (30 credits) Introduction to the Hotel and Resort Sector (30 credits) Principles of Resource Management (15 credits) Skills in the Workplace (15 credits) Understanding Consumers in Society (15 credits).

The Composite Diploma programme combines modules from the the International Foundation and International Diploma programmes. For detailed module descriptions, see pages 49 and 58-60.

#### Leading to undergraduate studies in areas such as:

Events Management; Hotel and Resort Management; and Tourism Management.

### Key course facts

#### Start dates

June and September

#### Programme length

4 terms or approximately 12 months

#### Class hours

20 hours per week

#### Age requirement

17 years and above\*

#### Academic entry requirements

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

#### English language entry requirement

IELTS 4.5 or an equivalent

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

If you do not meet the minimum English language requirements you should apply for English for University Study. See page 78 for further details.

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

\* All students commencing courses on a published September start date must be 17 years old by 31 December of that calendar year. For all other start dates, students must be 17 years old on the published start date of the course.



For course dates and prices, see page 94

### Composite Diploma progression grades

The table below provides detailed information about the academic and English language requirements you need to meet in order to qualify for guaranteed entry to Year 2 of an undergraduate degree at the University of Gloucestershire.

Degree title	Award	Length of degree (years)	EAP grade	Pass grade	Grade required for entry to Year 2
<b>Composite Diploma in Accounting and Finance</b>					
Accounting and Business Management	BA	3	40%	40%	40%
Accounting and Financial Management	BA	3	40%	40%	40%
<b>Composite Diploma in Art, Design and Media</b>					
Advertising	BA	3	40%	40%	40%
Computer Games Design	BSc	3	40%	40%	40%
Computing	BSc	3	40%	40%	40%
Graphic Design	BA	3	40%	40%	40%
Film Studies	BA	3	40%	40%	40%
Media Production	BA	3	40%	40%	40%
Multimedia Web Design	BSc	3	40%	40%	40%
Music and Media Management	BA	3	40%	40%	40%
Photography - Editorial and Advertising	BA	3	40%	40%	40%
<b>Composite Diploma in Business and Management</b>					
Business Management	BA	3	40%	40%	40%
Marketing	BA	3	40%	40%	40%
Marketing, Advertising and Branding	BA	3	40%	40%	40%
<b>Composite Diploma in Hospitality, Events and Tourism</b>					
Events Management	BA	3	40%	40%	40%
Hotel and Resort Management	BA	3	40%	40%	40%
Tourism Management	BSc	3	40%	40%	40%



“Our Business courses allow us to use our e-Learning material which provides students with instructional videos, voice presentations and quizzes that can be accessed on mobiles and tablets outside the classroom. Students are then able to offer their findings and submissions to the class for deeper level discussions in the classroom environment. These classes are very much student-driven, integrating technology with learning.”

Rob Whitehouse, Subject Teacher - Business

# Top-up degree

## BA (Hons) Level 6

### International Business\*

The Level 6 top-up programme at INTO University of Gloucestershire provides you with English language support and enables you to gain a degree in International Business after nine months of study.

#### What is the top-up degree?

This programme enables you to build on your existing study from your home country and gain a UK degree after nine months of study. The programme will also provide you with opportunities to progress to Master's programmes (including MBA) at the University of Gloucestershire.

You will develop your English language and academic study skills, as well as research skills at higher levels. The BA (Hons) International Business top-up programme will provide you with the essential knowledge, understanding and skills required to start a management career in various sectors of the global economy.

#### Who should apply for the top-up degree?

The top-up degree programme is suitable for international students who have already completed a higher diploma or advanced diploma qualification after high school in their own country, and are looking to gain a UK degree in International Business.

#### What will I study?

You will study a range of modules, including:

- Cultural Issues in Management
- Context of International Business
- Finance and Managing Operations Globally
- English Language and Study Skills
- Managing Change.

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

Lasting four terms, the top-up degree with Pre-sessional English incorporates a term of 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 reach the required English language level before progressing to the next stage of the programme.

#### Key course facts

##### Start dates

June, September, October and January

##### Programme length

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

##### Class hours

20 hours per week

##### Academic entry requirements

Applicants should meet one of the following entry requirements:

- 3-year Diploma: Pass (from a recognised institution)
- HND (SQA and Edexcel): Pass
- Year 3 (of 4) of a degree: Pass.

##### English language entry requirement

3 term: IELTS 6.0 (with a minimum of 5.5 in all skills) or equivalent

4 term with a 10-week, 25 hour Pre-sessional English course: IELTS 5.0 (with a minimum of 5.0 in writing and reading) or equivalent

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

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

\* Subject to validation.

### Top-up degree progression grades

The table below provides detailed information about the academic and English language requirements you need to meet for entry to a relevant Master's programme at the University of Gloucestershire. Applications to degrees not listed here are considered on a case-by-case basis.

#### Top-up degree progression grades

Degree title	Award	Length of degree years)	EAP grade	Pass grade	Grade required for entry to Master's degree	Other requirements
<b>Top-up degree</b>						
Business Administration	MBA	1	50%	40%	50%	2.2 honors degree
Co-operative Enterprise	MBA	1	50%	40%	50%	2.2 honors degree
Hospitality and Tourism Management	MSc	1	50%	40%	60%	2.1 honors degree
Human Resource Management	MSc	1	50%	40%	50%	2.2 honors degree
Marketing	MSc	1	50%	40%	50%	2.2 honors degree
Retail	MBA	1	50%	40%	50%	2.2 honors degree



"My course has given me a lot of help to develop my critical thinking skills, because this is a very important aspect of Master's study."

Shengzhuo Zhang, China

# Graduate Diploma

The Graduate Diploma prepares you for direct entry to a range of postgraduate degrees at the University of Gloucestershire. The programme incorporates English language skills development, academic study skills and specific postgraduate research skills: all that’s needed for successful university study. There are two pathways: Art, Design and Media; and Business Administration.

### What is the Graduate Diploma?

This is a full-time academic programme that prepares international students who do not qualify for direct entry, with a recognised pathway to a Master’s degree in subjects related to art, design and media or business administration at the University of Gloucestershire.

The Graduate Diploma offers you the opportunity to:

- improve your language skills in preparation for postgraduate study
- increase your knowledge of academic theory and improve your understanding of key academic subjects
- develop the necessary study and research skills for postgraduate study
- gain an understanding of the UK education system before entering as a postgraduate student.

### Who should apply for the Graduate Diploma?

This programme is suitable for you if you need:

- an introduction to the study of a subject in preparation to study it at postgraduate level
- to increase or update your subject knowledge
- to upgrade qualifications if you have studied a three-year Diploma in a relevant subject
- to improve your English language and study skills within the context of your chosen subject.

### What is special about the programme?

The Graduate Diploma offers two tracks: one for those who need additional English language training and already hold a relevant qualification in the field; and one for those who have an acceptable level of English and who are changing to the study of a new field.

The Graduate Diploma programme provides you with:

- full university status
- a quality-assured university programme
- world-class facilities in a campus-based environment
- a conditional offer of a place on a designated postgraduate course at the University of Gloucestershire
- intensive English language tuition
- professional support and help with university applications
- small classes for maximum student and teacher interaction
- active learning in your subject areas with guidance on appropriate study methods
- a highly supportive study environment.

### 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 4.5*/IELTS 4.0** EUS			IELTS 5.0*/IELTS 4.5** Graduate Diploma programme with Pre-sessional English (4 term)														Master's degree											
IELTS 4.5*/IELTS 4.0** EUS				IELTS 5.0*/IELTS 4.5** Graduate Diploma programme with Pre-sessional English (4 term)														Master's degree										
IELTS 5.5 Graduate Diploma programme (3 term)																		Master's degree										
IELTS 5.5 Graduate Diploma programme (3 term)																		Master's degree										
IELTS 5.5 Fast-Track Graduate Diploma programme (2 term)																		Master's degree										

EUS: English for University Study

\* 10 week, 20 hour Pre-sessional English course

\*\* 10 week, 25 hour Pre-sessional English course



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

Lasting four terms, the graduate diploma with Pre-sessional English incorporates a term of 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 reach the required English language level before progressing to the next stage of the programme. Examples of these study routes are set out on page 72.

### How is the programme validated?

Quality assured and designed in partnership with the University of Gloucestershire, the Graduate Diploma is your first step towards obtaining a postgraduate degree. Successful completion leads to the award of the University of Gloucestershire Graduate Diploma, which is equivalent to the University's Certificate of Higher Education; Level 6 on the National Qualification Framework (NQF).

### 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 in order to complete the Graduate Diploma successfully.

The English language component is formally assessed and you will need to achieve a minimum score comparable to IELTS 6.5 to progress to a Master's degree at the University of Gloucestershire. For the MA Journalism you will need to achieve a minimum score comparable to IELTS 7.0 overall.

#### 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.

#### Academic counselling

You will receive guidance on personal and academic issues, including the next steps in your studies and career. The International Progression Officer will also help you with your applications to the University.

#### Assessment

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

Assessment is a combination of formal examinations and assessed coursework. You are required to obtain 120 credits to complete the programme successfully. Each content module is worth 15 credits. You will also have to carry out an independent research project, which will be assessed through the final written version as well as a presentation.

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

- To successfully pass the Graduate Diploma programme you must achieve a minimum of 40% plus a pass grade in the English language module comparable to IELTS 6.5.
- To successfully progress to the University of Gloucestershire you must achieve a minimum of 50% plus a pass grade in the English language module comparable to IELTS 6.5 (or IELTS 7.0 for the MA Journalism).

# Graduate Diploma

## Art, Design and Media

The programme provides a grounding in subject content, relevant English language and specific postgraduate research skills.

### Graduate Diploma in Art, Design and Media (120 credits)

Core modules	Specialist modules
Academic Skills for Graduate Study (15 credits)	Creative Practice: Major Project (15 credits)
English Language for Graduate Study (45 credits)	Media and Cultural Theory (15 credits)
Study Skills for Graduate Study (15 credits)	Portfolio Development (15 credits)

See page 77 for descriptions of all modules for this pathway.

#### Leading to one of the following Master's degrees:

MA Fine Art; MA Journalism; MA Photography; MA Visual Communication; and MA Visual Effects.

#### Key course facts

##### Start dates

**Graduate Diploma**  
September and January

**Graduate Diploma with Pre-sessional English**  
June and October

##### Programme length

**Graduate Diploma**  
3 terms or approximately 9 months

**Graduate Diploma with Pre-sessional English**  
4 terms or approximately 12 months

##### Class hours

20 hours per week

##### Age requirement

21 years and above

##### Academic entry requirement

An ordinary degree or equivalent,

or

a 3 to 5 year Diploma with good grades.

Candidates with lesser qualifications but more than 3 years' work experience will be considered on a case-by-case basis.

##### English language entry requirement

##### Graduate Diploma

3 term: IELTS 5.5 with a minimum of 5.5 in all skills or equivalent

##### Graduate Diploma with Pre-sessional English (10 week, 20 hour Pre-sessional)

4 term: IELTS 5.0 with a minimum of 5.0 in writing and reading

##### Graduate Diploma with Pre-sessional English (10 week, 25 hour Pre-sessional)

4 term: IELTS 4.5 with a minimum of 4.5 in writing and reading

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

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



For course dates and prices, see page 94

# Graduate Diploma Business Administration

The programme provides a grounding in subject content, relevant English language and specific postgraduate research skills.

## Graduate Diploma in Business Administration (120 credits)

Core modules	Specialist modules
English Language for Graduate Study (45 credits)	Human Resource Management (15 credits)
Academic Skills for Graduate Study (15 credits)	International Marketing (15 credits)
Study Skills for Graduate Study (15 credits)	Management Accounting (15 credits)

See page 77 for descriptions of all modules for this pathway.

### Leading to one of the following Master's degrees:

MBA Business Administration; MBA Co-operative Enterprise; MSc Hospitality and Tourism Management; MSc Human Resource Management; MSc Marketing; and MBA Retail.

## Key course facts

### Start dates

**Fast-track Graduate Diploma**  
March

**Graduate Diploma**  
September and January

**Graduate Diploma with Pre-sessional English**  
June and October

### Programme length

**Fast-track Graduate Diploma**  
2 terms or approximately 6 months

**Graduate Diploma**  
3 terms or approximately 9 months

**Graduate Diploma with Pre-sessional English**  
4 terms or approximately 12 months

### Class hours

20 hours per week

### Age requirement

21 years and above

### Academic entry requirement

An ordinary degree or equivalent,  
or

a 3 to 5 year Diploma with good grades.

Candidates with lesser qualifications but more than 3 years' work experience will be considered on a case-by-case basis.

### English language entry requirement

**Fast-track Graduate Diploma**  
2 term: IELTS 5.5 (with a minimum of 5.5 in all subskills) or equivalent

**Graduate Diploma**  
3 term: IELTS 5.5 (with a minimum of 5.5 in all subskills) or equivalent

**Graduate Diploma with Pre-sessional English (10 week, 20 hour Pre-sessional)**  
4 term: IELTS 5.0 (with a minimum of 5.0 in writing and reading) or equivalent

**Graduate Diploma with Pre-sessional English (10 week, 25 hour Pre-sessional)**  
4 term: IELTS 4.5 (with a minimum of 4.5 in writing and reading) or equivalent

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

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



For course dates  
and prices, see  
page 94

### Graduate Diploma progression grades

The table below provides detailed information about the academic and English language requirements you need to meet for entry to a relevant Master's programme at the University of Gloucestershire. Applications to degrees not listed here are considered on a case-by-case basis.

#### Graduate Diploma progression grades

Degree title	Award	Length of degree (years)	EAP grade	Pass grade	Grade required for entry to Master's degree
<b>Graduate Diploma in Art, Design and Media</b>					
Fine Art	MA	1	50%	40%	50%
Journalism	MA	1	50%	40%	50%
Photography	MA	1	50%	40%	50%
Visual Communication	MA	1	50%	40%	50%
Visual Effects	MA	1	50%	40%	50%
<b>Graduate Diploma in Business Administration</b>					
Business Administration	MBA	1	50%	40%	50%
Co-operative Enterprise	MBA	1	50%	40%	50%
Hospitality and Tourism Management	MSc	1	50%	40%	50%
Human Resource Management	MSc	1	50%	40%	50%
Marketing	MSc	1	50%	40%	50%
Retail	MBA	1	50%	40%	50%

## Module descriptions

Detailed descriptions of the core and specialist modules for the Graduate Diploma pathways 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, planning and writing extended essays with appropriate academic and professional referencing to the subject.

### English Language for Graduate Study

These modules are 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 to prepare you for academic study at postgraduate level.

The ability to write extended pieces of text at this level is an important focus and you will have guidance and practise 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 examine international and comparative human resource management topics. The module concludes with a critique of the systems available to manage human resources and knowledge strategically, and the sustainability of such strategies.

### 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. The module will develop your ability to make decisions on how to select and enter international markets and how to plan adapted or standardised international marketing strategies.

### 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.

### Media and Cultural Theory

This module covers the role that the media plays with respect to shaping culture and personal identity. You will gain an understanding of the main forms of mass media (film, radio, television, photography, print media, popular music, etc.), the industrial contexts in which they are produced, and engage with the current theoretical approaches to understanding popular culture. Over the course of the module you will undertake close readings of specific media texts and analyse how they relate to audience response.

### Portfolio Development

This module provides you with the opportunity to build a creative portfolio of work while at the same time developing your practical skills in preparation for postgraduate study on a practical course. Elements of the portfolio will be tailored with respect to the type of creative career you wish to pursue, be it fine art, design, photography, or film or television production. The module will be supported by introductory sessions on how to create a portfolio to best showcase your skills along with extensive tutorial support.

### Study Skills for Graduate Study

In this module you will be supported in developing the study skills necessary for studying at graduate level, and you will be prepared for the demands of future pathway modules prior to postgraduate study. Topics covered include: learning styles and self-appraisal; improving own learning and 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.

### Visual Communication

This module aims to develop your knowledge of some of the main theoretical frameworks used in visual communication as they apply in the art and design fields, while at the same time developing your practical creative skills. Emphasis will be placed upon developing your abilities to apply relevant theories in relation to your creative practice. You will develop knowledge of the similarities in visual communication across a range of visual forms and how they can be applied in different ways. You will have the opportunity to focus upon an area of study that you wish to specialise in and which connects with your career aspirations.

# English for University Study

English for University Study focuses on academic English and the study skills you need to succeed on your INTO academic programme or university degree.

## What is English for University Study?

This is a year-round course of intensive academic English language study designed to prepare you either for entry to a further academic preparation programme at INTO University of Gloucestershire or for entry to your degree at University of Gloucestershire.

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
- improve overall English language ability and academic presentation techniques.

## What will I study?

You will initially focus on developing core English language skills, developing your knowledge and confidence in reading, writing, listening, speaking and pronunciation, grammar and vocabulary. After developing your core skills, you will focus on skills relevant to your study, including teamwork, problem solving, critical thinking and time management.

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.

## 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
- presentations
- research projects
- reading, writing and listening examinations.

## Course outcomes

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

- direct entry to an undergraduate or postgraduate degree at the University of Gloucestershire
- assured progression to the International Foundation, International Diploma, Composite Diploma or Graduate Diploma programme.\*

\* Subject to meeting Tier 4 student visa requirements.

## Key course facts

### Start dates

September, January, March and June

### Course length

1, 2 or 3 terms

### Class hours

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 an equivalent

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

If you do not meet the minimum English language requirements you should apply for one of the General English courses. See page 80 for details.

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

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For course dates and prices, see page 94

# Pre-sessional English

The Pre-sessional English course provides short and intensive preparation in academic English for students who are already academically qualified and due to start an undergraduate or postgraduate degree at the University of Gloucestershire in September 2015.

## Who should apply for this course?

These 20 or 25-hour per week courses are suitable for you if you are academically qualified, hold an offer from the University of Gloucestershire, and need to improve your English language level before starting an undergraduate or postgraduate degree at the University of Gloucestershire.

Depending on your current language level and degree programme requirements, you will be required to take one of the following Pre-sessional courses:

- Pre-sessional 1 - a 10-week course that will increase your English language level by up to 1.0 IELTS band.
- Pre-sessional 2 - a 10-week course that will increase your English language level by up to 0.5 of an IELTS band.
- Pre-sessional 3 - a four-week course designed for students who have achieved the overall English language level but need to increase their score in writing.

## What is special about this course?

The Pre-sessional course provides intensive English language preparation in a university environment. With highly-experienced teachers, there is no better preparation for your next steps.

The course will:

- provide contextual study skills which help you to acclimatise to the culture of a UK university
- enable you to adjust to the demands, challenges and expectations of UK higher education and culture
- teach you how to give presentations on different areas of cultural and academic interest
- prepare you for the study skills needed to undertake a course at a UK university.

## Assessment

You will be internally assessed to determine whether you have reached the appropriate level for your degree course. Methods of assessment will include short essays, an extended essay, a presentation and end-of-course exams.

Acceptance on a degree course is at the discretion of the University of Gloucestershire.

## Course outcomes

Assuming you have already met the University's academic entry requirements and any other outstanding conditions, achieving the level of performance required in the Pre-sessional English course will fulfil the conditions of your offer and allow you to progress to your university course, without needing to retake the IELTS exam.

Please note that some students may be issued with an integrated Confirmation of Acceptance for Studies (CAS), covering both their Pre-sessional English course and degree programme. For more information please contact the Centre.

## Key course facts

### Start dates

June, August\* and October

### Course length

4 or 10 weeks

### Class hours

4 weeks: 20 hours per week  
10 weeks: both 20 and 25-hours per week courses available

### Age requirement

17 years and above

### Academic entry requirement

Applicants must hold an offer of a place on a degree programme at the University of Gloucestershire.

### English language entry requirement

Only an official IELTS result or equivalent recognised English language test will be accepted as proof of English language proficiency.

### For entry to the 4-week course

**(20 hours' tuition per week)**  
Undergraduate degree: IELTS 6.0 (with a minimum of 5.5 in all subskills) or equivalent  
Postgraduate degree: IELTS 6.5 (with a minimum of 5.5 in all subskills) or equivalent

### For entry to the 10-week course

**(20 hours' tuition per week)**  
Undergraduate degree: IELTS 5.5 or equivalent  
Postgraduate degree: IELTS 6.0 or equivalent

### For entry to the 10-week course

**(25 hours' tuition per week)**  
Undergraduate degree: IELTS 5.0 or equivalent  
Postgraduate degree: IELTS 5.5 or equivalent

\* 4-week course only.

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For course dates  
and prices, see  
page 94

# General English

Our General English courses on the University's beautiful Park campus in historic Cheltenham 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 you. A few weeks will refresh your English, while our longer courses offer excellent value for real language development.

## What General English courses can I study?

Our General English courses 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 courses available include:

- General English Intensive
- General English Year Abroad
- examination preparation courses
- tailor-made courses for groups.

### General English Intensive

Our standard General English course offers flexible short and medium-term options, covering core skills as well as special topics.

### General English Year Abroad

Committing to a long-term course is the best way to make real progress, develop your English skills and prepare for examinations such as Cambridge PET, First (FCE) and IELTS. Our General English Year Abroad course offers you the same flexible choice of start dates but at an even more attractive price.

### Tailor-made courses for groups

As a well-established English teaching centre with a broad range of experience in course design and delivery, we can continue to offer courses for groups that are either based around our established course range or designed to your group's specific requirements.

## What is special about the course?

- A range of flexible English language courses accredited by the British Council.
- Study in the heart of the University's Park campus.
- Classrooms equipped with the latest technology to enhance your learning experience.
- Regular assessment to keep your studies on track.
- Experienced and fully qualified teachers.
- A range of modern accommodation options close to the Study Centre.
- The highest levels of pastoral care and 24-hour support.
- The opportunity to immerse yourself in a new culture with planned activities and excursions.
- 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.
- 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.

The INTO University of Gloucestershire Centre is also an authorised Cambridge English Language assessment centre.

## Key course facts

### All courses

- Suitable for everyone from age 16.
- Minimum English level: beginner.
- Maximum class size: 16 students.

### General English Intensive

- Start dates every week.

### General English Year Abroad

- Start dates every two weeks (as for General English Intensive).
- Suitable for longer study periods.
- Course lengths of 24-48 weeks.
- Extra weeks can be added (in multiples of two weeks) at the same weekly equivalent price.

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“Improving my English is very important for my future. My teacher is really nice, and I love my classes.”

Maria Ruiz Acuña, Spain

# Scholarships

The University of Gloucestershire is pleased to be able to reward academic excellence and operates a scholarship programme for international students.

**Scholarships available include:**

- International Merit Scholarship  
- worth up to 50% of your tuition fees
- subject-specific scholarships valued at around £2,000
- International Research Scholarships  
- up to a third of your tuition fees
- Academic Bursaries - guaranteed for students achieving a certain academic level
- Alumni Bursaries and Family Bursaries from 10%-20% of the annual tuition fee.

For more information on scholarships, including application deadline, visit:

[www.glos.ac.uk/international/prospective/scholarships](http://www.glos.ac.uk/international/prospective/scholarships)

or email: [scholarships@glos.ac.uk](mailto:scholarships@glos.ac.uk)



For full details, please visit:  
[www.glos.ac.uk/international/prospective/scholarships](http://www.glos.ac.uk/international/prospective/scholarships)



“INTO has the advantage of offering classes with a smaller number of students. This helps with my concentration in lessons, and helps to form closer interaction with my classmates.”

Chantal Ong, Malaysia



Apply via the forms  
in this brochure



Apply online at:  
[www.intohigher.com/gloucestershire/apply](http://www.intohigher.com/gloucestershire/apply)



Review of your  
application within  
two working days

# Your application



"I provide support to applicants to INTO University of Gloucestershire, ensuring that they are aware of the entry requirements, the courses available and the progression opportunities. As I come from Cheltenham I can also advise on attractions in the local area."

Andrew Horswill, Enrolment Services Counsellor



Successful applicants  
receive an offer letter



Success at INTO  
University of  
Gloucestershire

# 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/gloucestershire/apply](http://www.intohigher.com/gloucestershire/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 and compliance checks passed, we will send a Confirmation of Acceptance for Studies (CAS) from University of Gloucestershire, which is needed in order to apply for a Tier 4 (General) visa.

"My role is to assist regional colleagues and education counsellors from initial application, up until the student safely arrives in our INTO Centre. I aim to provide the best advice and service possible to ensure students have the best experience in the lead up to their overseas study."

Hannah Banks, Admissions Adviser



# 98%

visa success rate in the UK

# INTO<sup>®</sup> UNIVERSITY OF GLOUCESTERSHIRE

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 University of Gloucestershire Admissions, One Gloucester Place, Brighton, East Sussex, BN1 4AA, UK  
T: +44 1273 876040 | F: +44 1273 328595 | Education counsellors: ukadmissions@into.uk.com | All other enquiries: ukes@into.uk.com

If you are applying for a university degree, please send your application to: uogdirect@into.uk.com

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

## 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 University course selection (Please only complete this section if you are applying for direct entry to a degree programme offered by the University of Gloucestershire)

List the degree programme(s) you wish to apply for direct entry to	Entry level <input type="checkbox"/> Undergraduate <input type="checkbox"/> Fast-Track* <input type="checkbox"/> Postgraduate <input type="checkbox"/> Top-up
<b>1</b>	* For details of the Fast-Track degrees available see page 33.
<b>2</b>	Please specify start date
<b>3</b>	<input type="checkbox"/> Sep 2015 <input type="checkbox"/> Jan 2016 (MBA only) <input type="checkbox"/> Sep 2016
<b>4</b>	Entry year <input type="checkbox"/> Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3

## 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	Email address
Dates of study / / to / / (dd/mm/yy)	Have you ever studied in the UK? <input type="checkbox"/> Yes <input type="checkbox"/> No
Date you received (or will receive) your certificate / / (dd/mm/yy)	If <b>yes</b> , please provide full details of study durations. Please also include a copy of your previous visa (must be completed for visa purposes).
Highest educational qualification name	From / / to / / (dd/mm/yy)
Language of instruction	Have you ever been refused a visa for the UK? <input type="checkbox"/> Yes <input type="checkbox"/> No
Institution city/town	Have you ever been refused a visa application to any country? <input type="checkbox"/> Yes <input type="checkbox"/> No
Postcode Country	If <b>yes</b> , 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.

### Section 7 Accommodation options

Do you require accommodation?  Yes  No

Please indicate the building and room type you would prefer by ticking 3 boxes below to indicate your 1st, 2nd and 3rd choice of accommodation. For details on accommodation options see page 25 of this brochure.

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.

	1st preference:	2nd preference:	3rd preference:
<b>Park Villas (en suite)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Challinor House (shared)</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Eildon</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Homestay</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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.

### 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 Gatwick (£160)  London Heathrow (£140)  
 Bristol International Airport (£95)  Birmingham International Airport (£95)

### Section 9 Declaration for students applying for degree programmes

I certify that the above information is correct to the best of my knowledge and I agree to comply with the regulations of the University. I confirm that I am familiar with the 'University Terms and Conditions' found at [www.ecommercegateway.co.uk/glos/terms.asp](http://www.ecommercegateway.co.uk/glos/terms.asp)

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

#### Application checklist

- Enclosed copies of relevant academic certificate(s) in English
- Enclosed copies of relevant English language certificate(s) in English
- Personal statement
- Curriculum Vitae (only for Master's programmes)
- Enclosed two references including one academic reference



## Section 10 Pre-university course selection

### Academic programmes

#### International Foundation programme

Art, Design and Media  Business, Hospitality and Tourism

Please specify start date

Jun 2015 (4 term)  Sep 2015 (4 term)  
 Sep 2015 (3 term)  Jan 2016 (3 term)

#### International Diploma programme

Accounting and Finance  Art, Design and Media  
 Business and Management  Hospitality, Events and Tourism

Please specify start date

Jun 2015 (4 term)  Sep 2015 (4 term)  
 Sep 2015 (3 term)  Jan 2016 (3 term)

#### Composite Diploma programme

Accounting and Finance  Art, Design and Media

Please specify start date

Sep 2015 (6 term)  Jan 2016 (6 term)  Mar 2016 (6 term)

Business and Management  Hospitality, Events and Tourism

Please specify start date

Jun 2015 (4 term)  Sep 2015 (4 term)

#### Top-up degree

BA (Hons) International Business

Please specify start date

Jun 2015 (4 term)  Sep 2015 (3 term)  
 Oct 2015 (4 term)  Jan 2016 (3 term)

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

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

Proposed degree programme

#### Graduate Diploma programme

Art, Design and Media  Business Administration

Please specify start date

Sep 2015 (3 term)  Jan 2016 (3 term)  Mar 2016 (2 term)\*

\*Business Administration pathway only

#### Graduate Diploma with Pre-sessional English programme

Art, Design and Media  Business Administration

Please specify start date

Jun 2015 (4 term, intensive)  Jun 2015 (4 term, standard)  
 Oct 2015 (4 term, intensive)  Oct 2015 (4 term, standard)

#### English language courses

##### English for University Study

Sep 2015  Jan 2016  Mar 2016  Jun 2016

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

Please specify number of terms of English (1 term minimum)

##### Pre-sessional English

Jun 2015 (10 weeks, 25 hours per week)  Jun 2015 (10 weeks, 20 hours per week)  
 Aug 2015 (4 weeks, 20 hours per week)  Oct 2015 (10 weeks, 25 hours per week)  
 Oct 2015 (10 weeks, 20 hours per week)

##### General English

Applicants for General English courses should download the application form from:  
[www.intohigher.com/english](http://www.intohigher.com/english)

## Section 11 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 95 of this 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 12 Declaration

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 University of Gloucestershire 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 University of Gloucestershire LLP ("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, English for University Study, and Pre-sessional English 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 (excluding Pre-sessional, where full fees apply)

##### 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 prior to the start date of the course includes cancellation of any Uniplan Insurance policy. If you cancel your Uniplan Insurance policy either within the 14 day cooling off, or after this period, a charge will be made based on the number of days you have had cover less a cancellation fee of £25.00, unless you have travelled or a claim or an incident likely to give rise to a claim has occurred, in which case no refund will be due. Please note once a student has commenced their Course then no cancellation of the insurance cover is possible and there is no refund due for the Uniplan premium.

### 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 nonreceipt 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 and Pre-sessional English 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 timelines 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 they progress 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.

### 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 levels 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.
- By signing the application form the Student agrees to adhere to the INTO Centre Code of Practice.

### 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

- Non 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.
  - Students on Pre-sessional courses MAY NOT arrive late.
- 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 full-time INTO Courses.
- 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.

- h. Where a Course spans a holiday period accommodation fees will still be charged for those periods.
- 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 1.9i 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/homes stay 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:
  - i. if the Student fails to enrol on the Course within the enrolment period;
  - ii. 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;
  - iii. if there are any significant changes in the Student's circumstances, for example, if the length of a course of study becomes shorter; or
  - iv. 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):
  - i. gives permission for the administration of first aid and appropriate non-prescription medication to the Student if required; and
  - ii. 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):
  - i. the administration of justice;
  - ii. the exercise of any functions of either House of Parliament;
  - iii. the exercise of any functions conferred on any person by or under any enactment;
  - iv. the exercise of any functions of the Crown, a Minister of the Crown or a government department; and/or
  - v. the exercise of any other functions of a public nature exercised in the public interest by any person, 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. 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 textbooks and/or appropriate Course materials will be: £190 per academic course (3 terms), £255 per academic course (4 terms), £340 per academic course (6 terms), £65 per term for the English for University Study, and £50 per course for Pre-session English.
- b. Studio fees – Students who are enrolled on studio-based academic courses shall be charged an additional fee of £300 per academic year to cover the use of 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 pass the INTO Foundation but do not meet the criteria for progression onto further study at University of Gloucestershire 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.
- b. Students who successfully complete their INTO programme and who meet the individual entry requirements of University of Gloucestershire for their chosen degree will be permitted to progress onto their course provided they have received a conditional offer and met the terms of that offer and any other University entry requirements.
- c. Students progressing to University courses as above will be subject to the University's own terms and conditions including University fee policies: [www.glos.ac.uk/terms/pages/termsandconditions.aspx](http://www.glos.ac.uk/terms/pages/termsandconditions.aspx)

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

# Dates and prices

## International Foundation and International Diploma

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 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>June start</b> 4 term £13,615
<b>September start (4 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>September start</b> 4 term £13,615 3 term £11,250
<b>January start (3 term)</b> Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>January start</b> 3 term £11,250

## Composite Diploma

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 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>June start</b> 4 term £15,000
<b>September start (6 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 26 Sep 2016–Fri 09 Dec 2016 Mon 09 Jan 2017–Fri 17 Mar 2017 Mon 27 Mar 2017–Fri 09 Jun 2017	<b>September start</b> 6 term £22,500 4 term £15,000
<b>January start (6 term)</b> Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016 Mon 26 Sep 2016–Fri 09 Dec 2016 Mon 09 Jan 2017–Fri 17 Mar 2017 Mon 27 Mar 2017–Fri 09 Jun 2017	<b>January start</b> 6 term £22,500
<b>March start (6 term)</b> Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016 Mon 26 Sep 2016–Fri 09 Dec 2016 Mon 09 Jan 2017–Fri 17 Mar 2017 Mon 27 Mar 2017–Fri 09 Jun 2017 Mon 26 Jun 2017–Fri 25 Aug 2017	<b>March start</b> 6 term £22,500

### Notes:

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

## Top-up degree

Dates	Tuition price
<b>June start (4 term)*</b> Mon 29 Jun 2015–Fri 04 Sep 2015 Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>June start</b> 4 term £14,500
<b>September start (3 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>September start</b> 3 term £11,250
<b>October start (4 term)*</b> Mon 05 Oct 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>October start</b> 4 term £14,500
<b>January start (3 term)</b> Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>January start</b> 3 term £11,250

\* With Pre-sessional English.

## Graduate Diploma

Dates	Tuition price
<b>June start (4 term)*</b> Mon 29 Jun 2015–Fri 04 Sep 2015 Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>June start</b> 4 term* Standard £14,250 Intensive £14,500
<b>September start (3 term)</b> Mon 28 Sep 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016	<b>September start</b> 3 term £11,250
<b>October start (4 term)*</b> Mon 05 Oct 2015–Fri 11 Dec 2015 Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>October start</b> 4 term* Standard £14,250 Intensive £14,500
<b>January start (3 term)</b> Mon 04 Jan 2016–Fri 18 Mar 2016 Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>January start</b> 3 term £11,250
<b>March start (2 term)**</b> Tue 29 Mar 2016–Fri 10 Jun 2016 Mon 20 Jun 2016–Fri 26 Aug 2016	<b>March start**</b> 2 term £7,500

\* With Pre-sessional English.

\*\* Fast-track, Business Administration pathway only.

## English for University Study

Dates	Tuition price
<b>September start</b> Mon 28 Sep 2015–Fri 11 Dec 2015	Per term £2,365
<b>January start</b> Mon 04 Jan 2016–Fri 18 Mar 2016	
<b>March start</b> Tue 29 Mar 2016–Fri 10 Jun 2016	
<b>June start</b> Mon 20 Jun 2016–Fri 26 Aug 2016	

## Pre-sessional English

Dates	Tuition price
<b>10 weeks, 25 and 20 hours per week</b> Mon 29 Jun 2015–Fri 04 Sep 2015	<b>2015</b> 10 weeks (25 hours per week) £3,250
<b>4 weeks, 20 hours per week</b> Mon 10 Aug 2015–Fri 04 Sep 2015	10 weeks (20 hours per week) £3,000
<b>10 weeks, 25 and 20 hours per week</b> Mon 05 Oct 2015–Fri 11 Dec 2015	4 weeks (20 hours per week) £1,200

## General English

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

## Other fees

Airport pickup	Price
London Gatwick	£160
London Heathrow	£140
Birmingham International Airport	£95
Bristol International Airport	£95
Course-related fees	
Enrolment fee*	£150
Textbooks (Composite Diploma)	£340
Textbooks (4 term)	£255
Textbooks (3 term)	£190
Textbooks (English for University Study, per term)	£65
Textbooks (Pre-sessional English)	£50
Studio fee (art, media and design courses)	£300

\* Per academic programme, charged upon confirmation.

Please see clause 36 of the terms and conditions on page 93 for further details of course-related fees.

## Public holidays

2015	2016
<b>New Year holiday</b> Thu 01 Jan 2015	<b>New Year holiday</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>Spring bank holiday</b> Mon 25 May 2015	<b>Spring 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)

## Accommodation prices

### International Foundation and International Diploma

Start dates	Premium en suite single	Premium shared	Homestay
June start (4 term)	£7,241	£6,518	£8,020
September start (4 term)	£6,960	£6,240	£7,680
September start (3 term)	£5,365	£4,810	£5,920
January start (3 term)	£4,930	£4,420	£5,440

### Composite Diploma

June start (4 term)	£7,241	£6,518	£8,020
September start (6 term) Year 1	£5,365	£4,810	£5,920
September start (6 term) Year 2	£5,365*	£4,810*	£5,920*
September start (4 term)	£6,960	£6,240	£7,680
January start (6 term)	£10,875*	£9,750*	£12,000*
March start (6 term)	£10,730*	£9,620*	£11,840*

### Top-up degree and Graduate Diploma

Start dates	Premium en suite single	Premium shared	Homestay
June start (4 term)	£7,107	£6,396	£7,870
September start (3 term)	£5,365	£4,810	£5,920
October start (4 term)	£6,815	£6,110	£7,520
January start (3 term)	£4,930	£4,420	£5,440
March start (2 term)**	£3,190	£2,860	£3,520

### English for University Study

September, January and March start	£1,595	£1,430	£1,760
June start	£1,450	£1,300	£1,600

### Pre-sessional English

10 weeks, June start	£1,340	£1,220	£1,500
10 weeks, October start	£1,450	£1,300	£1,600
4 weeks, August start	£536	£488	£600

\* All accommodation prices for courses ending in 2017 are provisional.

\*\* Graduate Diploma Business Administration pathway only.

### 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 92 of this brochure for information regarding the availability of residential accommodation over the Christmas period for under 18 students.

### Weekly accommodation prices

	Prices until Fri 25 Sep 2015	Prices from Sat 26 Sep 2015
<b>Residential accommodation</b>		
Premium en suite single	£134 per week	£145 per week
Premium shared	£122 per week	£130 per week
<b>Homestay</b>		
Standard	£150 per week	£160 per week
<b>Supplements</b>	£250 for the two-week Christmas period, subject to availability Other supplement prices on request	

## 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 University of Gloucestershire 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
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 University of Gloucestershire 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 University of Gloucestershire

University of Gloucestershire  
The Park  
Cheltenham  
Gloucestershire  
GL50 2RH

T: +44 1242 714092

E: [into@glos.ac.uk](mailto:into@glos.ac.uk)



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intogloucestershire](http://www.instagram.com/intogloucestershire)

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