

# Student Checklist



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for more detail  
on each point



[oxfordinternational.com/pre-arrivals/dmuic-pre-arrival/student-checklist](https://oxfordinternational.com/pre-arrivals/dmuic-pre-arrival/student-checklist)

Checklist

1 Create a UKVI Account



Physical BRPs have been replaced by eVisas. You will need to create a UKVI account to be able to access your eVisa. You do not have to pay to create a UKVI account

Go to the UK Visas and Immigration (UKVI) website and register for an account (<https://www.gov.uk/get-access-evisa>)

2 Confirm Your Identity Using the 'UK Immigration ID Check' App



Download and install the 'UK Immigration ID Check' app on your smartphone. Complete the identity verification process as guided by the app.

3 Connect to University Wi-Fi



4 Complete face-to-face registration at the University and collect your Student ID Card



5 Check your induction timetable and attend all sessions



6 Access your teaching timetable and make sure you keep it handy



7 Get a UK SIM Card



8 Attend campus tour



9 Attend College Welcome Events



10 Find out what the University has to offer: Student Union, Clubs, Societies etc



11 Register with a Doctor (GP)



12 Open a UK Bank Account



13 Apply for National Insurance Number if you intend to work part-time during your studies



14 Follow us on social media to get the latest College news



15 Save security contact details

We are dedicated to providing a safe and secure environment and DMU has on-site campus security available 24/7. It is recommended that you save the number 0116 2577642. You can also email [security@dmu.ac.uk](mailto:security@dmu.ac.uk)



16 Provide the college with up-to-date contact information (UK address, phone number)



17 Report any health conditions so the college can support you



18 Save the DMUIC contacts and reach out if needed

Email: [college@dmu.ac.uk](mailto:college@dmu.ac.uk)  
Phone: +44(0)116 207 8138  
SEO WhatsApp: 07442 561952  
DMUIC Reception:  
Philip Tasker Building, DMU Campus  
(open weekdays 8:30-16:00)



19 If you are planning to work during your studies, book a meeting with the College Careers team to discuss your employability



20 Complete the arrival survey



21 Read the Programme Handbook which can be found on LearningZone



22 Read, understand and agree to the attendance policy



We remind all students the importance of regular attendance and compliance with both the college's requirements and UK Visa and Immigration (UKVI) regulations. Your studies should be your top priority, with up to 22 hours per week of scheduled lessons and an additional 11 hours of self-study, subject to change based on your programme.

Failing to meet attendance expectations can lead to serious consequences, including termination of your studies and visa cancellation.

We monitor attendance through electronic systems and tutor registers, as maintaining satisfactory attendance is a visa condition. Regular attendance is vital not only for your academic success but also for visa compliance and future applications. In cases of illness or emergencies, you must inform the college at [attendance@dmu.ac.uk](mailto:attendance@dmu.ac.uk) and may need to submit an absence request form with supporting evidence from your registered GP.

For assistance or clarification, students are encouraged to reach out to the attendance office.

23 Read and understand the Academic Misconduct Policy



24 Clear all your outstanding tuition fees



Scan for  
checklist  
details



## SUPPORT AVAILABLE

### College Services Team

The College Services Team is available to support you during your time at DMUIC. You can contact the relevant team for assistance with:

- Welfare and wellbeing support
- Medical and disability support including specific learning differences
- Career and job search support
- Academic team to offer support with absences, attendance, deferrals and more
- Finance and fees guidance
- Early resolution

### Personal Tutor

- Guidance for welfare services
- Personal tutorial sessions each term
- Individual or group tutorials to discuss assessments
- Additional language support for one-on-one language lessons
- Additional work and feedback if support is required with a particular aspect of language such as written English
- Specific learning difference support
- An opportunity for students to discuss any concerns or queries
- Signposting to self-study resources

### Student Union

- Advice and wellbeing centre
- Sexual health services
- The social collective
- Volunteering
- Course reps and student council
- DSU Advice

### University Support Services

- Careers advice and guidance
- Medical and disability support including specific learning differences
- Mental health help and advice
- Counselling
- Academic support
- Mandala Project - practical support if you have experienced sexual violence, domestic abuse including coercive control, forced marriage and sexual harassment
- Student finance
- Autism support
- Estranged student or student carer support
- Library workshops and resources to develop essential skills needed to make the most of your learning
- Each faculty has its own Student Advice Centre (SAC) to help, support and advise students with all learning support enquiries

Scan the QR code below in order to access additional information related to the checklist

