

International College

Student Checklist



Scan here for more detail on each point



oxfordinternational.com/ pre-arrivals/ubic-pre-arrival/ student-checklist

Create a UKVI Account

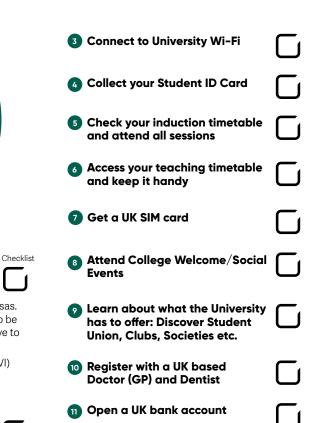
Physical BRPs have been replaced by evisas. You will need to create a UKVI account to be able to access your eVisa. You do not have to pay to create a UKVI account

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

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.



Apply for National Insurance

Number if you intend to work

part-time during your studies



13	Follow us on social media to get the latest College news		18 So int
14	Stay updated with the latest university news and career opportunities by signing up for Handshake bradford.joinhandshake.co.uk/edu		Un Co Ric Ric Bra
15	Use the campus map to explore University of Bradford and get to know your surroundings		BC Alt Ex En
16	Familiarise yourself with the support available		19 If y
	Kevin Dunkerley - Designated Safeguardi Lead (DSL)	ng	20 Cł
	Tracey March - Deputy Designated Safeguarding Lead (DDSL)		21 Ge Le
	Vincent Blackwell - UBIC Student Suppor Manager, Mental Health First Aid and Firs Aider		22 Repo
	Hamzah Ali - UBIC Attendance Monitor a First Aider	nd	the Im Yo
	Ayesha Zeb - Student Experience Officer Mental Health First Aider	and	to an ch
	Anju Ravi - Senior Academic Administrato Mental Health First Aider	or,	Fai ca ter
	Mohamed Salem - Mental Health First Aid	d	ca We
	Sophie Bethell - Academic Administrator Student Support	and	sys sat Re
17	Support in the event of an	ر ،	ac an
	emergency		em
	Security is in operation on the University		int ac
	Campus 24 hours a day, 7 days a week. You	u . or	red

can contact security via the safe zone app or by calling 01274 238888. All University security guards are first aid trained.

You can contact the Police, Fire or Ambulance service by calling 999, this number should only be used in case of emergencies. For nonemergencies you can contact these services by calling 101.

ave the college contact formation and reach out when ou need

niversity of Bradford International

chmond Building, Floor F, Room F02 chmond Road. adford. D7 1DP

ternatively, Whatsapp our Student perience Officer +44 (0)7442183797 mail: internationalcollege@bradford.ac.uk

you intend to work, the college eam can refer you to the University reers Team

- heck you have access to Canvas
- et in touch with your Programme ader
- ead and agree to the attendance

e remind all students the importance of gular attendance and compliance with both e college's requirements and UK Visa and nmigration (UKVI) regulations.

our studies should be your top priority, with up 22 hours per week of scheduled lessons and additional 11 hours of self-study, subject to nange based on your programme. iling to meet attendance expectations an lead to serious consequences, including rmination of your studies and visa ncellation.

e monitor attendance through electronic stems and tutor registers, as maintaining atisfactory attendance is a visa condition. egular attendance is vital not only for your cademic success but also for visa compliance nd future applications. In cases of illness or nergencies, you must inform the college at ternationalcollegeattendance@bradford. **.uk** and may need to submit an absence quest form with supporting evidence from vour registered GP.

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

- 23 Read the student handbook
- Clear all outstanding fees or set up an instalment plan

SUPPORT AVAILABLE

College teams are available to support you throughout your journey. Please review this list and contact the relevant teams to ensure you have the best experience at the College.

Student Support Team

- Assist you with enrolment and settling into your life at UBIC
- Should be your first point of contact if you have any personal, financial or welfare issues
- Can provide First aid and Mental Health First aid to students
- Can refer you to the counselling, mental health, and disability teams at the University
- Can issue you a transcript or provide details on results and re-assessments
- Can help you with timetable issues
- · Assist with attendance issues
- Provide a duty of care for U18s and pregnant students

University while studying at the College and beyond

- · IT Support
- · Student Life Team
- · Library and Learning Centre
- · Careers advice
- Academic skills advice
- · Accommodation advice

Student Union

The Student Union's primary mission is to promote and represent student interests throughout the University. The Student Union also offers advice, guidance and support to students along with access to facilities for social and recreational events. As a student of UBIC, you are automatically a member of the student union and have access

to its facilities and support services. The student union can be contacted by phone at 01274 23 3300, by email at: ubu@bradford. ac.uk, or through their website at https://www. bradfordunisu.co.uk/. For information on the type of help and advice the student union offers visit: https://www.bradfordunisu.co.uk/get-help. The student union is also the place to go to join clubs associated with your favorite hobbies. There are around 50 sports and activity clubs which will give you the chance to try something new, go on adventures and meet new friends. You can also get the opportunity to represent Bradford University in various sports and other events. If you are interested in joining any of the Student Union activities or have an idea for a new society make sure you get in touch with the College Student support team who will be happy to help you.

Programme Lead

Your Programme Lead will:

- Support you through university life and help you to get the most from your studies
- Discuss any issues that are stopping you from engaging effectively with your modules, and work with you to find resolutions
- Help you to focus on your personal and professional development, including your career aspirations
- Be a point of contact for you to raise academic issues
- Be available to offer advice, support or guidance, or to direct you to appropriate sources of assistance in the University

