### Full Legal Name of the Institution
The University of Sheffield

### Erasmus code of the Institution
UK SHEFFIE01

### Erasmus Charter Number
28686

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#### CONTACT DETAILS

| **Address**                                                                 | Global Opportunities & Exchanges  
The University of Sheffield  
Level 7, The Arts Tower  
Western Bank  
Sheffield  
S10 2TN  
UK |
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<tbody>
<tr>
<td><strong>Phone</strong></td>
<td>+44 (0) 114 222 1253/9871</td>
</tr>
<tr>
<td><strong>General e-mail address</strong></td>
<td><a href="mailto:globalopps@sheffield.ac.uk">globalopps@sheffield.ac.uk</a></td>
</tr>
<tr>
<td><strong>Website</strong></td>
<td><a href="http://www.sheffield.ac.uk/erasmus/incoming">www.sheffield.ac.uk/erasmus/incoming</a></td>
</tr>
</tbody>
</table>
| **Erasmus+ Coordinator** (Incoming/Outgoing/agreements)  
Miss Fiona Dukalskis  
Email: f.dukalskis@sheffield.ac.uk |
| **Administrative Contact** (Incoming/Outgoing)  
Miss Madelaine Corr  
Email: globalopps@sheffield.ac.uk |

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#### EXCHANGE PROGRAMME INFORMATION

| **Semester dates**  
Autumn: 27/09/2021 – 05/02/2022  
Spring: 07/02/2022 – 11/06/2022 |
|---|---|
| **Students arriving in the Autumn semester must arrive for Intro Week: 20/09/21 – 25/09/2021**  
**www.sheffield.ac.uk/about/dates/current-and-future-semester** |
| **Directory of Modules**  
A list modules which may be available can be found in the Directory of Modules:  
**www.sheffield.ac.uk/ssid/course** |
| **Module restrictions**  
With the exception of students coming to Sheffield via a Modern Languages exchange agreement, those who are hosted by the School of Languages and cultures, students can only choose modules from their host academic department in the application system.  
Students must select 120 Sheffield credits (60 ECTS) for a full academic year or 60 Sheffield credits (30 ECTS) for one semester.  
Students will be able to view all available modules in their online application. |
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<th><strong>Grading system</strong></th>
<th><a href="www.sheffield.ac.uk/ssid/assessment/grades-results/your-transcript/visiting">www.sheffield.ac.uk/ssid/assessment/grades-results/your-transcript/visiting</a></th>
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| **Orientation**     | Orientation is an optional addition before the start of time, but highly recommend for students who want more time to settle in to Sheffield and life in the UK. You get to meet other new international students, helpful advice about living in the UK and time to explore the city before the start of term.  
13-17 September 2021 (Autumn arrivals)  
02-04 February 2022 (Spring arrivals)  
[www.sheffield.ac.uk/ssid/newstudents/orientation/index](www.sheffield.ac.uk/ssid/newstudents/orientation/index) |
| **English Language courses** | Our English Language Teaching Centre (ELTC) offers modules to help students improve their English. The modules are credit bearing.  
[www.sheffield.ac.uk/eltc/modules/erasmus-and-study-abroad](www.sheffield.ac.uk/eltc/modules/erasmus-and-study-abroad) |
| **English Language requirements** | From the 2021/22 academic year, all exchange student not from an English speaking country are required to provide evidence of their English language proficiency at application stage. This includes exchanges for a single semester which does not require a visa.  
There are list of accepted qualifications on our webpages:  
For Undergraduate (Bachelor) students:  
[www.sheffield.ac.uk/undergraduate/apply/english-language](www.sheffield.ac.uk/undergraduate/apply/english-language)  
Postgraduate (Masters) students:  
[www.sheffield.ac.uk/postgraduate/english-language](www.sheffield.ac.uk/postgraduate/english-language) |
| **Nomination deadlines** | Autumn entry: 01 June 2021  
Spring entry: 01 October 2021 |
| **Student application deadlines** | Autumn entry: 30 June 2021  
Spring entry: 30 October 2021 |
| **Extending stay** | If a student comes to Sheffield for the Autumn semester only, and then decides they wish to extend their stay to the full year, they must apply to Global Opportunities & Exchanges by **01 November**.  
We will assess the current balance of students for inbound and outbound students, and will let them know. Extensions are not automatically granted, and can't be granted by the host department.  
Students will not be allowed to extend their stay if they apply after the 01 November deadline. |
| **Application process** | 1. Students must be nominated by their home university via our online form. We do not accept email nominations. Partners are asked to nominate students by the above deadlines to allow students time to submit their application.  
2. If the nomination is in line with our exchange agreement, students receive a link to the online application form along with instructions on how to complete it. Students must provide an up to date copy of their transcript, translated in to English, as part of their application. |
3. Once students are accepted, they receive an email confirmation containing their applicant number. The applicant number allows students to apply for University accommodation and complete pre-registration steps.

| Housing information | Students can apply online for University owned accommodation once they have received their applicant number. University housing is only be guaranteed for students studying in Sheffield for the full academic year.

Students can also apply for private sector housing if they prefer.

www.sheffield.ac.uk/accommodation

Email: accommodationoffice@sheffield.ac.uk

Tel: +44 114 222 4488 |
|---|---|
| Visas | Students who require a visa to enter the UK should consult the following webpages as early as possible:

www.sheffield.ac.uk/ssid/immigration |
| Insurance | Students are required to obtain their own insurance policy privately. The Study Abroad & Erasmus+ handbook provides more information on this, and is sent to new applicants by email. |
| Students with disabilities | If a student has a severe disabilities, such as mobility problems, then we request that this is mentioned at nomination stage. Students are also able to self-identify support requirements they have in the application form.

There is a dedicated Disability & Dyslexia Support Service at Sheffield University, which can provide advice and support for students other impairments or conditions. Students are automatically referred if they declare their disability in the application.

www.sheffield.ac.uk/ssid/disability/index

Students can also find support for academic issues through 301: Academic Skills Centre:

www.sheffield.ac.uk/ssid/301 |