Welcome and Meet & Greet

If you arrive on 5th or 6th September (Welcome Weekend) there will be some friendly faces to welcome you at the airport and train station where there will also be free shuttle buses to bring you to the University accommodation from 8am-6pm. Visit www.abdn.ac.uk/newstudents/arrival if you are arriving during Welcome Weekend, please check www.abdn.ac.uk/newstudents/arrival for parking and traffic information.

The bus and train stations are located within Union Square. The taxi rank is by the train station, with fares to King's College Campus costing about £15 and fares to Hillhead around £25. You can also check www.stagecoachbus.com and www.firstgroup.com for the various bus services to University campus and accommodation.

Accommodation

You can collect your keys from the date your contract begins. You cannot move into your accommodation before this date. If you are arriving early, please ensure you have made alternative accommodation arrangements. Visit www.abdn.ac.uk/accommodation.

Private Accommodation

Students looking for private accommodation are strongly advised to organise this before arriving in Aberdeen. The Students’ Association holds information on private letting opportunities. Visit www.ausa.org.uk/accommodation.

If you are arriving during Welcome Weekend, please check www.abdn.ac.uk/newstudents/arrival for parking and traffic information.

The bus and train stations are located within Union Square. The taxi rank is by the train station, with fares to King’s College Campus costing about £15 and fares to Hillhead around £25. You can also check www.stagecoachbus.com and www.firstgroup.com for the various bus services to University campus and accommodation.

The taxi rank and bus stop are located outside the terminal building. Taxi fares to University Accommodation will range from £25-30. The Jet Bus 727 takes 35 minutes into the City Centre. Check www.stagecoachbus.com for details.
How to Register

All students are required to register online and should ensure they complete the steps below prior to arrival at the University. If you have any issues, contact infohub@abdn.ac.uk

For all Students

1. eRegistration
   eRegistration is designed to confirm your personal, financial and academic details, and enable you to set up your University computer and email account. It must be completed before you pick your courses. You should ensure you take a note of your username and password, as this is used to access your IT account and the wireless network. For more information, visit www.abdn.ac.uk/newstudents/registration.
   eRegistration will confirm if you are paying your own tuition fees or if you are sponsored (if your family are paying you are considered a self-payer). If you pay these yourself, a minimum 50% payment must be made to complete registration. If you are sponsored, please send a copy of your sponsorship to tuitionfees@abdn.ac.uk as part of your eRegistration.

2. Photo Upload
   In order to collect your ID card upon arrival, please upload a photo as soon as possible, and no later than 2 weeks before arriving at the University. Remember to check back to see if it has been approved. www.abdn.ac.uk/photoupload

3. Choose Your Courses
   After completing eRegistration, please visit www.abdn.ac.uk/mycurriculum for information about how to choose your courses. Most students will choose their courses online in advance of the start of term; refer to your joining letter for further information.

3a. Sign up for Tutorials/Labs and Access Your Timetable
   Once your course choices are confirmed, you will be able to choose your tutorial/lab groups online using MyTimetable. You can then download a personal timetable.

4. Upon Arrival: ID Card, Fees and Visa Checks for International Students
   The University is legally required to check and take copies of visa documents of international students to confirm your status to study in the UK. International students should bring the following documents to the registration venue:
   - Your passport and biometric card and a photocopy of each, including all non-blank passport pages and the page stamped upon entering the UK
   - Original educational qualifications (not a photocopy)
   - Original English language certificate (if appropriate, not a photocopy)
   Tier 4 Visa students will be asked to report to a venue several times per year for a visa check.

4a. For International Students
   *those with non-EU/EEA passport

5. Get Induction and Course Information
   All students should attend their school or college induction session, if applicable. Information on where these induction sessions take place can be found online at www.abdn.ac.uk/newstudents or by visiting your school notice board. Here you will get information about courses. Information can also be found on MyAberdeen, the University Virtual Learning Environment.
   Research postgraduate students should make contact with their Supervisor prior to arrival at the University and meet with them shortly after arriving.

Quick Checklist
1. eRegistration
2. Photo Upload
3. Choose Your Courses
4. Upon Arrival: ID Card, Fees and Visa Checks for International Students
5. Get Induction and Course Information
Choosing your Courses

As a new undergraduate student you are normally required to study 8 courses (each worth 15 credit points) during your first year — 4 in your first half-session (September to December) and 4 in your second half-session (January to May).

1 Prescribed Courses (i.e. compulsory for your degree)

Refer to the University’s Calendar (www.abdn.ac.uk/registry/calendar) for details of the courses you must study as part of your degree. The calendar example opposite displays courses a full-time Single Honours student in Year 1 of the MA Management Studies programme must study.

The first two digits of the course code denote the discipline area, e.g. EC represents Economics. These are followed by a single digit denoting the programme year and then the half session in which the course takes place (0 denotes a first-half and 5 a second-half session course). Using the example to the right, a student must register for the prescribed courses EC1006 and MS1008 in the first half-session and AC1514 and MS1508 in the second, totaling 60 credit points. 30 credits of Enhanced study and 30 from “Other” have still to be selected.

2 Enhanced Study Courses

Single Honours students are normally required to take 15 credits of Enhanced Study Options each half-session for your first two years of study and 30 credits across years three and four. These options are designed to allow you to have choice, wider opportunities and greater flexibility. There are three types:

1. Sixth Century Courses invite you to consider different approaches to knowledge and enquiry as you look at issues affecting the world in which we live today.
2. Sustained Study is designed for you to partake in an area of study that is not your core subject for the duration of your first two years. Choosing this will cover your Enhanced Study requirements for both those years.
3. Discipline Breadth Courses allow you to choose a single course of interest outside of your core subject. Those studying Medicine or Dentistry will not be required to take any Enhanced Study Options. If you are a Joint Honours student, or on a Major-Minor programme, you will not be required to undertake Enhanced Study Options, as the nature of your degree provides the necessary breadth.

3 Other Courses

Having chosen your prescribed courses and, where applicable, Enhanced Study courses, you should then make up your 120 credits from other courses of your choice. You should be aware that MA students should take no more than 30 credits from “science” courses, and BSc students no more than 30 credits from “arts” courses. Where there is an element of choice, it is your responsibility to consider the options so you can make an informed choice. More information on courses can be found in the University’s Catalogue of Courses www.abdn.ac.uk/registry/courses

Depending on your degree programme, some of these courses will be prescribed and some may be optional. Before you choose your optional courses, spend some time thinking about your degree programme and the courses you might like to take. It is recommended that you try to keep open as many degree pathways as possible by choosing groups of courses rather than picking single courses at random.

The courses you can take will be dependent on your entry qualifications, any prerequisites, and the constraints of the timetable. You will select your Prescribed Courses first followed by any optional courses under either Enhanced Study or Other. You will use the MyCurriculum software to make your course choices. The software will walk you through it step-by-step. Opposite is more information on this process.

### Programme Year 1 - 120 Credit Points

<table>
<thead>
<tr>
<th>Course code</th>
<th>Course title</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC1006</td>
<td>The Economics of Business and Society</td>
<td>15</td>
</tr>
<tr>
<td>MS1008</td>
<td>Managing Organisations</td>
<td>15</td>
</tr>
<tr>
<td>Enhanced Study</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>

### Programme Year 1 - 120 Credit Points

<table>
<thead>
<tr>
<th>Course code</th>
<th>Course title</th>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>AC1514</td>
<td>Accounting &amp; Entrepreneurship</td>
<td>15</td>
</tr>
<tr>
<td>MS1508</td>
<td>The Context of Business</td>
<td>15</td>
</tr>
<tr>
<td>Enhanced Study</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>15</td>
<td></td>
</tr>
</tbody>
</table>
Freshers’ Week and the Students’ Association

The first week at university is called Freshers’ Week and will be packed with new places, new activities and new faces.

Societies

With over 150 clubs and societies, the University of Aberdeen has a vibrant community spirit. Whether you are looking to learn to salsa, paintball or just appreciate a fine whisky we will have the society just for you. You are encouraged to attend the Sports and Societies Fayres, which take place during Freshers’ Week. Joining a club or society is a great way to meet new people and have new experiences. To view all of the clubs and societies available, visit www.ausa.org.uk/societies.

Nightline

Nightline is a confidential, anonymous, non-judgemental overnight listening and information service. Run during term time, 7 days a week, 8pm-8am. Contact nightline@abdn.ac.uk or 01224 272829.

Sports

Do you want to try a totally new sport or are you a budding Olympian? At AUSA there are many different ways you can stay active and get involved in sport. You will find a host of dedicated staff and full-time volunteers creating opportunities for you to stay on top of your game. The University of Aberdeen boasts one of the largest Sports Unions in any Scottish University, and with approximately 60 different sports clubs you will find a club to suit you. See the Sports Union website for full details: www.ausa.org.uk/sport.

Student Advice Centre

AUSA Student Advice Centre can help you manage your money; has a comprehensive resource of private accommodation and advice on living on your own for the first time; has services to help you find part time work; and represents you in academic appeals.

T: +44 (0)1224 274200
E: ausaadvice@abdn.ac.uk
W: www.ausa.org.uk/supportingyou

Volunteering

AUSA Volunteering is here to help you find volunteering opportunities to enhance your skills and meet new people. www.ausa.org.uk/volunteer

BOOK ENDS

BookEnds is a second hand bookshop where you can buy and sell textbooks, fiction, DVDs and more - and also help raise money for charity.
International and European Students

For our international students we have dedicated support, services and facilities, including the International Centre, that can help you adapt, meet new friends, and settle in to your new home.

Our Website
The International section on the New Students’ website is full of information including:
> What to Pack Checklists
> What not to bring!
> Pre-departure in your country
> Health, Medication, Vaccinations & Health Checks,
> Social Media: connect with other new students through the International Centre Facebook Group, or find out all the up to date information on the University’s Facebook, Twitter and Instagram feeds.

W: www.abdn.ac.uk/newstudents

Events and Activities
There are plenty of events planned for all students starting from September 5th, please use the website and the associated app to find out about all the activities and events. www.ausa.org.uk/freshers

International Centre
The International Centre was opened in January 2015 and is located on the ground floor of the Hub.

What we do:
> Promote international activities on campus.
> Encourage engagement and interaction with international events.
> Stimulate interest in studying and working abroad.

E: internationalcentre@abdn.ac.uk
W: www.abdn.ac.uk/international-centre
@groups/abdnintlcentre

Check page 3 for information on arrival, including transportation to accommodation, where to collect your keys and more!

Support for Students

Our student support services continually rank with the best in the UK and we are here to help you with any aspect of your academic, personal or social life.

Infohub
The Infohub is a one-stop shop for all student queries, and can help you by:
> Taking payments for tuition fees and accommodation
> Preparing letters, including bank letters and council tax exemption letters
> Providing proof of study and student record cards
> Issuing student ID cards
> Providing directions
> IT support
> Accommodation information
> Information on Personal Tutors and Peer Mentoring
> Access to Registry Officers, Student Support and the Careers Service

Visit the Infohub desk on the ground floor of The Hub during Welcome Weekend (5-6 September, 10am-2pm) and during the week, all year round.

Contact the Infohub
Opening hours:
Monday – Thursday 9am-5pm
Friday: 10am-5pm
E: infohub@abdn.ac.uk
W: www.abdn.ac.uk/infohub
@infohubUoA

Personal Tutors
All undergraduate students will be assigned a Personal Tutor when they register. Students in Medicine and Dentistry will be assigned a Regent.

Your Personal Tutor will:
> provide you with support
> signpost personal support services and academic skills support across the University, as necessary
> be an academic member of staff
> provide pastoral support and meet with you during your studies to encourage you to reflect on your progress
> welcome you to the University community
> meet with you at key points in the year, either one-to-one or as part of a group, to discuss your experiences as a student. These meetings will focus on topics such as employability and the Graduate Attribute Scheme, and provide an opportunity for you to discuss, for example, feedback you have received in your studies
> facilitate; providing a point of contact should you wish to speak to someone

Details of your Personal Tutor can be found via your Student Portal. The date, time and location of your meeting will be available via MyAberdeen, the University’s Virtual Learning Environment. This information is only available if you have completed your enrolment by 31 August. If you have any concerns or queries you can visit the Infohub or email infohub@abdn.ac.uk

> 14,500 Students
> 120 Nationalities
> Students from every continent (except Antarctica)
Student Advice and Support

You may need support and guidance for a variety of different academic and non-academic issues during your time at University. We have a wide range of student support and information services, and friendly and supportive staff who are here to help. The Student Advice and Support Office, located on the ground floor of the hub, provides advice and information in three main areas: disabilities, international student matters and general advice and support.

Student Support Services consist of:

- Disability Advisers offer support and guidance, providing a first point of contact for disabled students. You are welcome to contact the advisers via email or phone, in advance of your arrival at the University to discuss any possible needs you may have. You can also visit us beforehand, as well as meet with academic and support staff to view the facilities and support available.
  E: student.disability@abdn.ac.uk

- International Student Advisers can provide information on international student life in Aberdeen and the UK. They are professionally trained to provide advice on UK visa and immigration matters. British immigration legislation is complex and our immigration advice and services are regulated by the Office of the Immigration Services Commissioner.
  E: student.international@abdn.ac.uk

- Student Support Advisers offer confidential, independent and non-judgemental advice on personal problems to academic issues, as well as University procedures and financial matters such as student funding.
  E: student.support@abdn.ac.uk

- The Counselling Service is a free, confidential and professional service for students who have personal, social, emotional or educational concerns.
  E: counselling@abdn.ac.uk

- Community Liaison Officer and a team of Student Resident Assistants (SRAs) aim to create a positive community in University managed accommodation. During term-time SRAs are on duty throughout the night and at weekends in Halls.

For more information on Student Support Services please visit www.abdn.ac.uk/student-support or call +44 (0)224 27 3935

Computing (IT) Services

IT Services provides computing facilities for the University. Key services for students include:

- > wireless campus: free wireless access in all buildings, including University run Halls of Residence, providing high speed access to the internet.

- > service desk: your first point of contact for IT support at the University; find them in G44 Edward Wright Building, the Hub (Old Aberdeen), or 1122 Polwarth Building (Foresterhill).

- > email: a university email account, including 50GB mail storage, online address book and calendaring.

- > personal file storage: up to 10GB network filespace, backed up nightly.

- > PCs: over 1600 high spec computers in classrooms, study areas and lecture theatres across campus

For details of all IT services see www.abdn.ac.uk/it/student.

Student Learning Services (SLS)

The SLS can help you to develop your academic skills throughout your time at university. SLS offers workshops, which run during term-time, and individual study advice sessions, which are available all year. Individual academic skills advice is also available for students with dyslexia and other learning differences. Places for workshops and study advice sessions can be booked online. Workshop topics will include: studying in the UK, note-taking, critical thinking, academic writing, presentation skills and time management. In addition, online learning resources are available in ACHEIVE (for undergraduates) and ACHEIVE+ (for taught postgraduates) on MyAberdeen. Full details of workshop schedules and all SLS services can be found at www.abdn.ac.uk/sls

Multi-faith Chaplaincy Centre

The Multi-faith Chaplaincy Centre is here to help and support you. Whether or not you have a faith, our team of chaplains will assist you with any problems or crises that come your way. Drop in for a chat, a mug of tea or coffee or to sit and read in our Quiet Room. The Chaplaincy Centre also has rooms available for students to use for meetings, prayer and meditation. There are also a number of honorary denominational chaplains available for students wishing to contact someone specifically of their own tradition or faith. Furthermore, we are responsible for weekly ecumenical services of worship in King's College Chapel every Wednesday during term-time at 5.15pm. All are welcome. For more information about the work of the Chaplaincy please visit www.abdn.ac.uk/chaplaincy

Gaelic at the University of Aberdeen

Are you a Gaelic-speaker or interested in learning more about the language and culture? There are many exciting Gaelic initiatives underway to enhance the student experience at the University, including a number of Gaelic activities and events. To learn more, visit www.abdn.ac.uk/gaelicplan

Healthcare

Tier 4 students who have paid the Immigration Health Surcharge (IHS) as part of their visa application will be able to access National Health Service (NHS) treatment when they arrive in Scotland. Payment will be required for dental treatment. Additional visa applications will require a further payment for the period of the extension. Students coming for short-term study must ensure that they obtain medical insurance before travelling to the UK. European Economic Area (EEA) and Swiss nationals should obtain a European Health Insurance card (EHIC) from their country of residence prior to coming to the UK. Accident and emergency services are free for everyone, but not follow-up treatment or admission as an in-patient to hospital.

You should register with a local NHS doctor as soon as possible. The doctor’s surgery you register with depends on where you live in Aberdeen. An advice sheet on which surgery you should register with will be available from the Student Advice and Support Office, the Infohub and the New Students’ Helpdesk in Welcome Week. The nearest surgeries to the University’s King’s College Campus are Old Aberdeen Medical Practice and Old Machar Medical Practice. For more information visit www.abdn.ac.uk/newsstudents/healthcare.

If you are already registered with a doctor based in Aberdeen, then there is no need to register with another GP.

For information about registering with a local NHS dentist, please visit www.nhs24.com/findlocal.
Checklist

Arrange accommodation
- Complete online induction at www.abdn.ac.uk/eaccommodation
- Review the accommodation FAQs at www.abdn.ac.uk/accommodation

Complete Registration (see page 4)
- Complete eRegistration
- Choose your courses and tutorials/labs etc. online
- Upload a photo for your ID card

For International Students
- Check visa requirements and make necessary arrangements
- Bring a valid passport or travel document with visa if applicable
- Make a copy of passport, including page that was stamped by immigration on arrival to the UK, and biometric card and bring to registration
- Register with UK police (if applicable)

After Arrival
- Pay tuition fees (via eRegistration - if you have not already done so)
- Collect your Student ID card
- Attend your School/Discipline’s induction and welcome events
- Check out the Students’ Association’s programme of events for Welcome Week at www.ausa.org.uk
- Join a campus tour
- Connect your smartphone/laptop to the University’s Wi-Fi www.abdn.ac.uk/it/student
- Register with a doctor
- Open a bank account

Ensure that you bring
- Confirmation of who will be paying your tuition fees, if you are not paying them yourself
- Certificate of Acceptance from the University
- Relevant medical records and details of existing medical conditions
- Accommodation contract and/or details of where you will be staying

All set? Now it’s time to make friends, get involved and have fun!

Complete Registration (see page 4)
- Complete eRegistration
- Choose your courses and tutorials/labs etc. online
- Upload a photo for your ID card
- Take out travel/personal insurance

University of Aberdeen
E: infohub@abdn.ac.uk
W: www.abdn.ac.uk
Erasmus Unit
T: +44 (0) 1224 273664
E: erasmus@abdn.ac.uk
W: www.abdn.ac.uk/erasmus

International Exchange Programme
T: +44 (0) 1224 272026
E: studyabroad@abdn.ac.uk
W: www.abdn.ac.uk/iep

UG & PG Student Services
E: undergraduate@abdn.ac.uk
postgraduate@abdn.ac.uk

English Language Centre
E: langcen@abdn.ac.uk
W: www.abdn.ac.uk/languagecentre

Aberdeen Sports Village
E: info@aberdeensportsvillage.com
W: www.aberdeensportsvillage.com

Connect with Us
Join the Infohub on Facebook (/theinfohub) and Twitter (@infohubUoA) for important updates and reminders throughout the term.

Other Useful Contacts

Download our King’s College Campus Map by scanning the code
Download our Foresterhill Campus Map by scanning the code
Infohub
The Hub
Elphinstone Road
King's College
Aberdeen AB24 3TU
Scotland

Email: infohub@abdn.ac.uk
Web: www.abdn.ac.uk/newstudents

/universityofaberdeen
@aberdeenuni

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