



BOSTON COLLEGE
OFFICE OF INTERNATIONAL
PROGRAMS

Queen Mary, University of London

Academic Year 2013-2014
Program Guide

Queen Mary, University of London
<http://www.qmul.ac.uk/>

Preparing for Study Abroad

- Students can maximize their study abroad experience by learning about their host country, its history, and culture. Students may want to go to Encyclopedia Britannica <http://www.britannica.com/> for a summary of London and the United Kingdom. Another useful site is: www.economist.com/countries. Please refer to the suggested readings and websites provided at the end of this document for additional information
- Students should know what is happening in the news in their host country by reading the local newspaper at: <http://www.thisislondon.co.uk/standard/>. (This is just one of many London papers)
- Encountering and adapting to a different culture is an intricate component of studying abroad. Students are strongly encouraged to use the following websites to learn about intercultural communication before you leave home:
<http://www.pacific.edu/sis/culture/> and
<http://www.peacecorps.gov/www/educators/enrichment/culturematters/index.html>.
- Customs and traditions in Great Britain will be different than the ones found in the United States and at Boston College. To learn a little about the local customs and traditions you may want to consider the following questions: What type of government does Great Britain have; who is the Prime Minister; what are the national sports; what are some of the popular TV shows; who are some of the biggest celebrities in Great Britain; what music is currently popular; how do you order food in a pub; what is the policy regarding tipping? In addition, students should review the below site for information regarding British customs and traditions:
<http://www.kwintessential.co.uk/resources/global-etiquette/UK.html>
- Students and their parents/legal guardian should refer to the Office of International Programs website for more information regarding the abroad experience:
www.bc.edu/international. In addition, all students will be given the Boston College Study Abroad Handbook prior to departure. Students are expected to attend the mandatory pre-departure orientation held at Boston College. At the orientation, students will have a chance to learn more about their host country/city from their advisor and

former study abroad students. Finally, additional student and parent information can be found at: <http://www.studyabroad.com/guides/index.html>

On-Site Coordinator/Contact Information

- Boston College Program Coordinator
Helen Reed
Tel: 7 578 732 940
Email: helenjreed@hotmail.co.uk
- Harry Gibney - Study Abroad Officer
Admissions & Recruitment Office
Queen's Building, Room CB02
Tel. (0)20 7882 5074
E-mail: h.gibney@qmul.ac.uk

To dial a UK number from the US, dial 011 44 and then the number (minus the first zero). When calling within the UK, you must always use the initial zero of the number.

Travel Information

- Students are responsible for making their own travel arrangements. There are numerous travel sites that can aid students in finding flights. STA Travel is popular among students (www.statravel.com). Please note that students traveling to Great Britain must have a returned flight booked as part of the United Kingdom's immigration policies.
- Most flights from the US to London will arrive at either Heathrow or Gatwick airports. Please refer to their websites for information regarding arriving in London and making your way into the city.
 - Heathrow Airport: <http://www.heathrowairport.com/>
 - Gatwick Airport: <http://www.gatwickairport.com/>

The Heathrow Express rail service (www.heathrowexpress.com), Gatwick Express trains (www.gatwickexpress.com), and the Piccadilly Line on the Underground (subway) are also options depending on your arrival airport. These train and subway lines leave you at major terminals in central London.

Queen Mary will provide additional details regarding arrival and orientation.

- Passports: Students traveling to Great Britain need to have a valid passport that will not expire while abroad. Passports should be valid for at least 6 months after the last day in Great Britain. Students can find more information about passports here: http://travel.state.gov/passport/passport_1738.html
- Visa Information: The below information has been compiled from multiple sources. It is meant to work as a guide for students. There are two routes to enter Great Britain: as a **Student Visitor** or on a **Tier 4 (General) Student Visa**.

For the most up-to-date information, students should use the information contained on these websites:

- Home Office: UK Border Agency:
<http://www.ukba.homeoffice.gov.uk/studyingintheuk/> The two most relevant links are under, “Adult Students” and/or, “Student Visitors.”
- Official British Government Website for Visa Services:
<http://www.ukvisas.gov.uk/en/>
- Worldbridge Service:
https://www.visainfoservices.com/Pages/Content.aspx?tag=Welcome_Page
Worldbridge is the official company which handles all visa inquiries. Students should contact Worldbridge for any visa inquiries and not the British Consulate (s). The Consulates contact all questions out to Worldbridge.

Students should carefully read all documents sent to them by Queen Mary. Failure to properly follow the directions will result in delays in processing visas or lead to entry denial into the U.K.

- **Student Visitors:** The Student Visitor status applies only to students studying in Great Britain for 6 months or less. The exception is if a student intends to volunteer, work or complete a pre-practicum or practicum abroad or has a flight that stops in Ireland before entering Great Britain for the first time, i.e. your initial flight from the U.S. (you can still travel to Ireland during the semester). If so, students will need to apply for a Tier 4 (General) Student Visa (information provided below). Student Visitors do not need to complete any application prior to leaving for Great Britain. Student Visitors will enter Great Britain and have their passports stamped accordingly. Students do need to provide the following documents and information upon arrival in Great Britain:
 - Valid Passport
 - Proof that you have an unconditional acceptance for your course at Queen Mary. This will be provided by Queen Mary.
 - Boston College tuition support letter. This will be provided by BC OIP.
 - Maintenance funds. Maintenance funds are original bank statements in the student's or the parent's/guardian's name. The funds must demonstrate that a specific amount of money is available to the student for the duration of their time abroad. Queen Mary students need to show at least 1000 British pounds per month abroad. Financial aid, scholarships and loans can be used as well. All documents must be in the student's or the parent's/guardian's name and must be on original documents (no web sites, PDFs, etc.). Joint accounts can be used. These amounts must be held in the bank account for a minimum period of 28 days. The end of that 28 day period must not be more than one month before the date of your application, for which you must show bank statements/other evidence. Finally, students must write on the documents how much the dollar amount is in pounds. Students must use the following site to convert dollars into pounds: www.oanda.com. If a student chooses to use their parent/guardians funds as proof the following specified original legal documentation (or a notarized copy) establishing the relationship must be provided with the application, which must include one of:

- The applicant's birth certificate, showing name of the parent(s) showing the funds
 - Certificate of adoption showing the name of the student and the parent(s) showing the funds
 - Court document stating the name of the legal guardian(s) of the named student showing the funds
- Evidence that the student intends to leave Great Britain after the semester is over (return airline ticket).
- **Tier 4 (General) Student Visa:** Students who wish to stay in Great Britain for more than 6 months or intend to work, intern (including practicum and pre-practicum students), volunteer or fly through the Republic of Ireland, will need to obtain a Tier 4 (General) Student Visa prior to entering Great Britain. Students who need to obtain a Tier 4 (General) Student Visa will complete the application process before leaving the United States for Great Britain. The application process is begun no earlier than 3 months prior to departure. Students applying for a visa will need to complete the following steps:
 - Complete online application. The application can be found here: <http://www.ukvisas.gov.uk/en/applyonline>
 - Complete biometrics appointment. Biometrics information is provided and explained online after completing the online application.
 - Send printed visa application, stamped biometrics and supporting documents to the British Consulate in New York. Supporting documents include:
 - Valid Passport (the actual, physical passport must be sent)
 - Confirmation of Acceptance for Studies (CAS). This will be provided by Queen Mary as an electronic number. Students will use the electronic generated CAS to complete the on-line visa application.
 - Boston College tuition support letter. This will be provided by OIP.
 - Maintenance funds. Maintenance funds are original bank statements in the student's or the parent's/guardian's name. The funds must demonstrate that a specific amount of money is available to the student for the duration of their time abroad. Queen Mary students need to show at least 1000 British pounds per month abroad. Financial aid, scholarships and loans can be used as well. All documents must be in the student's or the parent's/guardian's name and must be on original documents (no web sites, PDFs, etc.). Joint accounts can be used. These amounts must be held in the bank account for a minimum period of 28 days. The end of that 28 day period must not be more than one month before the date of your application, for which you must show bank statements/other evidence. Finally, students must write on the documents how much the dollar amount is in pounds. Students must use the following site to convert dollars into pounds: www.oanda.com. If a student chooses to use their parent/guardians funds as proof the following specified original legal documentation (or a notarized copy) establishing the relationship must be provided with the application, which must include one of:
 - The applicant's birth certificate, showing name of the parent(s) showing the funds

- Certificate of adoption showing the name of the student and the parent(s) showing the funds
 - Court document stating the name of the legal guardian(s) of the named student showing the funds
- Two passport sized photos on photo paper
 - Original Boston College Transcript (available through Agora)
- There are no immunizations required for students studying in Great Britain.

Academics

- Fall 2013

Arrive on Campus:	September 14/15, 2013
Orientation:	September 16/17, 2013
Semester dates:	September 18, 2013 to December 14, 2013
- Spring 2014

Arrive on Campus:	January 2, 2014
Orientation:	January 3, 2014
Semester dates:	January 6, 2014 to June 6, 2014*
Vacations dates:	March 31 – April 25, 2014

*All exams must be taken as scheduled. The exam timetable will be published during the spring term.

- Course and additional information for Queen Mary is available at: <http://www.qmul.ac.uk/international/studyabroad/index.html>. Course information and guidance can be found under, “academic programme.”
- Students can take courses in 2-3 subjects. Students should take course that are offered in the first or second year/level. In some cases, third year/level three courses may be appropriate.
- The academic system at Queen Mary is different than what students find at Boston College. A full course load at Queen Mary is 4 modules (classes). Students are expected to do much more independent reading than at BC. Students’ grades will be based on a limited number of assignments. It is likely grades will be based on one final exam or paper.
- Boston College course approval information will be found at: <http://www.bc.edu/offices/international/academics/courseapproval.html>
- Information about transcripts and grades is available at: <http://www.bc.edu/offices/international/academics/transcripts.html>

Housing

- Housing fees will be paid directly to Queen Mary and costs vary according to the type of accommodation. The Student Village has flats (apartments) which house 4 to 11 students in single rooms with bathroom facilities (some private, some shared) and shared kitchen

facilities. All rooms are carpeted, equipped with a single bed, wash basin, wardrobe, fridge, bookshelves, desk, chair, desk lamp and storage space, data points for (free) internet connections. Shared Kitchens are equipped with refrigerators/freezers, cookers, storage cupboards, food preparation and dining areas. Queen Mary will do their best to honor housing preferences; however, housing is based on availability.

For more information about Queen Mary residences, students can visit the residence site at: www.qmul.ac.uk/residences. Information on accommodation fees can be found at <http://www.qmul.ac.uk/international/studyabroad/feesfinance/index.html#fees>.

- Local Transportation: London has one of the most extensive public transportation systems in the world. Options include using the Underground (Tube), bus, Docklands Light Rail, or tram system for less expensive transportation options. The Oyster Card is available for all of the previously mentioned methods of transport and is the cheapest and most efficient way to pay for public transportation. For more information, please see the Transport for London website at <http://www.tfl.gov.uk/tfl>, the Traveline website at www.traveline.org.uk or the London Transport website at www.londontransport.co.uk.

For enquiries on national ground transportation, please consult the National Rail website (www.nationalrail.co.uk/) or the National Express coaches' website (www.nationalexpress.com). Cheap national flights are also available through Easyjet (www.easyjet.com) or Ryan Air (www.ryanair.com).

- All students are strongly encouraged to take advantage of their membership to the Queen Mary Student Union (<http://www.qmsu.org/>). The Union organizes various social and cultural events and provides excellent facilities such as a multi-gym, squash courts, sports hall, saunas, pool tables, game machines, and a student nightclub. The Union also sponsors numerous societies and clubs for a variety of interests including politics, religion, sports, and the arts. Boston College students are also encouraged to participate in one of the Union's local community projects.
- In addition to Queen Mary events, Boston College students are encouraged to participate in monthly activities organized by the Boston College site coordinator. In the past, activities and excursions have included museum and theatre visits in London and trips to Brighton and Hastings.
- Cell Phones: Students may purchase pre-paid cell phones upon arrival (these do not require a contract).

Wellness, Health and Safety

- Make sure that you have had any required or recommended vaccinations for your travel destinations by consulting the Centers for Disease Control website at www.cdc.gov.
- HTH Worldwide Insurance Services is an emergency health and emergency services provider. All registered BC students are covered by our blanket policy while living and traveling outside of the United States. For more information, visit the following website: <http://www.bc.edu/offices/international/travel-health-safety.html>

- Students are advised to visit the U.S. State Department website: <http://www.state.gov/> for important travel information including travel advisories. In addition, the State Department has developed a site specifically for students: <http://studentsabroad.state.gov/>
- Adjusting to a new culture and environment can be stressful. Students will have a smoother transition by making sure that they prepare to remain healthy. The following are some websites that provide important information and advice about how to have a healthy and safe experience abroad:
http://kidshealth.org/teen/your_mind/emotions/culture_shock.html
<http://www.kwintessential.co.uk/cultural-services/articles/cultureshock-stages.html>
<http://www.bravenewtraveler.com/2007/11/20/the-4-stages-of-culture-shock-and-how-to-beat-them/>
- Be sure to visit the OIP website for additional information about Health and Safety: <http://www.bc.edu/offices/international/travel-health-safety.html>
- BC emergency contact information:
 - Office of International Programs: (617) 552-3827 (Monday to Friday 9 a.m. – 5 p.m.)
 - Boston College Police Department: (617) 552-4444 (outside of normal business hours)
- Alcohol and Drugs: In many cultures, alcohol consumption is an acceptable part of the culture and people are taught to drink in moderation at home. Many countries have a lower drinking age than the U.S. while other countries have drinking and drug abuse laws that may be more severe. Students are subject to the laws of their host country, so if you choose to drink alcohol abroad, always drink responsibly and be knowledgeable about your host country's laws by visiting:
http://travel.state.gov/travel/tips/safety/safety_1747.html

Finances

- The OIP website provides information about estimated expenses for study abroad: <http://www.bc.edu/content/dam/files/offices/international/pdf/2012-2013%20estimated%20student%20budget%20w%20housing%20Aug%202012.pdf>
- Scholarships and Financial Aid information can be found at: http://www.bc.edu/offices/international/Scholarship_Opportunities.html
- The best way to access funds from the US is with an ATM, credit, and debit cards (also give the best exchange rate). Students who use an ATM, credit and/or debit card abroad, should contact the appropriate bank before leaving United States. Please inform the bank that you will be overseas for an extended amount of time as some banks may question foreign transactions. In addition, banks may have additional fees if a card is used overseas. It is advisable to have some funds in traveler's checks as a back-up method as well as a small amount of local currency on hand when students arrive.

Returning to BC

- Complete a Program Evaluation. Upon completion of your program OIP will e-mail the link to the evaluation.

- Mentor an exchange student from abroad by e-mailing: oiexchange@bc.edu
- Volunteer for Discovery Night, Pre-departure Orientation, Re-entry seminar by contacting Larry Pickener (Pickener@bc.edu).

References

- The *Rough Guide* or *Lonely Planet* series for travel, political and social information on Great Britain and London
- Queen Mary Study Abroad Guide: <http://www.qmul.ac.uk/international/studyabroad/>.
- *Brit-Think, Ameri-Think: A Transatlantic Survival Guide* by Jane Walmsley and Gray Jolliffe
- British Council USA: <http://www.britishcouncil.org/new/>
- National newspapers: *The Times* <http://www.thetimes.co.uk/tto/news/> *The Guardian* www.guardian.co.uk *The Daily Telegraph* www.telegraph.co.uk, *The Independent* www.independent.co.uk
- Currency Conversion Guide: www.oanda.com
- Great Britain Visa Information: <http://www.ukba.homeoffice.gov.uk/studyingintheuk/>
- https://www.visainfoservices.com/Pages/Content.aspx?tag=Welcome_Page
<http://www.ukvisas.gov.uk/en/>
- *Time Out* for London: www.timeout.com/london/
- Virtual London guide: www.londonnet.co.uk/