

Orientation Programme 2017 For Undergraduate and Visiting European and International students



Monday 2 October 2017
Examination Schools, High Street, Oxford

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WELCOME TO OXFORD

The Orientation Programme for Undergraduate and Visiting European and International Students is designed to help you settle into the University and to give you assistance and advice about various practical aspects of living in the United Kingdom and Oxford.

If you have any questions during the programme, please talk to the University staff or student helpers, who will be wearing name badges for identification.

There will also be an enquiries desk where staff will be available throughout the programme. Any further enquiries after the Orientation Programme may be directed to Student Information, which is based in the Examination Schools, High Street.

About Student Information

Student Information co-ordinate orientation events and is made up of two teams:

- Student Information team
- Student Immigration team

Student Information supports on-course students during their time at Oxford providing a signposting service as well as general support and guidance. Included within this are the orientation events (termly for new students), registration and student

surveys as well as the helpdesk that is staffed from Monday to Friday 8.30–5pm (except for Bank Holidays and exceptional circumstances). You can contact the team by phone, email or in person.

Examination Schools, 75–81 High Street,
Oxford, OX1 4BG

- e student.information@admin.ox.ac.uk
- t 01865 276903
- w www.ox.ac.uk/students

Student Immigration is responsible for providing advice about issues affecting European and International students, including immigration questions, and assisting students needing to extend their visas. They arranges workshops and presentations during term time, and provides general support and guidance for students during their time at Oxford. Please **always email in the first instance** and we'll then follow up with you – please remember to quote your student number in all correspondence.

- e student.immigration@admin.ox.ac.uk
- w www.ox.ac.uk/students/international_students

PRACTICAL INFORMATION

Venue for the programme

The programme will take place at the Examination Schools, High Street (see the map on page 10 for directions). When you enter the building, follow the signs to the right and upstairs as you walk in the main entrance. For disabled access, use the dedicated entrance just beyond the main doors on the High Street; all floors are accessible via lifts in the building.

Timings of the talks

You are **not** required to attend all the talks of the Orientation Programme and may choose which talks to attend depending on your interests.

The starting times for individual sessions are listed in the timetable. Please make sure you arrive in plenty of time **before** the talks that you wish to attend start. Latecomers will not be allowed in once an individual session has begun. If you miss a talk and would like to read the slides prepared for the session these will be available to download a week after the programme has finished at www.ox.ac.uk/students/new/orientation

Information Fair and individual consultations

An Information Fair will run alongside the talks on Monday 2 October. At the fair you will be able to find out information from and consult with a number of advisors who can help you with:

- Opening a bank account
- Libraries
- Careers advice
- Visa and Immigration advice
- Language Centre
- Oxford University Student Union
- Oxford University Sport
- Setting up WiFi
- Oxford University Sustainability Team

Bank accounts

Open your account at the Orientation Programme

Representatives from the main banks (Lloyds, Barclays, HSBC, Nat West, TSB and Santander) in Oxford will be present at the Information Fair to answer questions about opening bank accounts. The banks will be able to open accounts or arrange an appointment to do so later in the week.

A guide about banking is available online here www.ox.ac.uk/students/new/international (we will make a number of printed copies which will be available at the help desk during Orientation).

To open an account you will need your passport or EU identity card and the Oxford student enrolment certificate stamped by your college.

Refreshments and lunch

Coffee, tea, fruit juice and biscuits will be provided free of charge during the morning breaks.

Other information

National and international newspapers will be available for you to read during the day. Literature about the arts in Oxford and advice on practical topics such as insurance, mobile phones and travel will also be available in the North School.

Late arrivals

If you are arriving in Oxford late and are not able to attend today you may like to pop along to one of our late arrivals events.

You can drop in to collect a welcome pack between 3–5pm and ask any questions you may have on the following dates:

- Friday 13 October
- Friday 20 October



QUICK PROGRAMME SUMMARY

Monday 2 October

This is a quick summary to help you plan for the day further information about rooms and contents of the talks is on the following pages.

TIME	SESSION		IN NORTH SCHOOL
9–9.15am	WELCOME AND INTRODUCTION Professor Louise Richardson, Vice Chancellor	South School	
9.15– 9.45am	THE ACADEMIC ESSENTIALS Dr Dave Leal, Brasenose College	South School	
9.45– 10.10am	THE SOCIAL ESSENTIALS: EXPERIENCING AND ENJOYING OXFORD Oxford University Student Union	South School	10am–1pm INFORMATION FAIR Drop in and ask a question on the following topics: <ul style="list-style-type: none"> ● Opening a bank account: Santander, Lloyds, HSBC, TSB, Nat West, Barclays ● Language Centre ● Visas and Immigration queries ● Careers information ● Libraries ● Oxford University Student Union ● Oxford Sports and bicycles ● WiFi Set up
10.10– 10.40am	<i>Break for refreshments</i>		
10.40–11am	IT SERVICES IT Services	South School	
11–11.30am <i>choose one session or attend information fair</i>	VISAS AND IMMIGRATION (FOR NON-EU/EEA NATIONALS) Jo Aldhouse and Sue Castle-Miller, Student Immigration	South School	
	ADVICE FOR EU/EEA NATIONALS James Tibbert, Student Information	East School	
11.30– 11.50am	<i>Break</i>		
11.50am– 12.10pm	LANGUAGE CENTRE Language Centre	South School	
12.10– 12.30pm	CAREERS AT OXFORD Careers Service	South School	

FULL PROGRAMME TIMETABLE

TIME	SESSION	ROOM
9–9.15am	WELCOME AND INTRODUCTION Professor Louise Richardson, Vice Chancellor	South School
9.15–9.45am	THE ACADEMIC ESSENTIALS Dr Dave Leal, Worcester College and Mathematical Institute Though specifics often vary from college to college, the broad outline of how an Oxford degree is structured is similar across the University. Accordingly, tutorials, lectures, methods of assessment and examinations will all be addressed.	South School
9.45–10.10am	SOCIAL ESSENTIALS Oxford University Student Union (OUSU) ousu.org This session will cover travel and transport in Oxford and the UK, telephone and mail services, entertainment, sports and shopping. It will also discuss academic and social life from the perspective of a non-UK student and offer advice on how to make the most of your opportunities at Oxford. There will be time at the end for questions. The second part of this session will give an introduction to OUSU covering what it exists for, how it interacts with the College Common Rooms, what services and events it provides for students and how people can get involved. There will also be an outline of the myriad campaigns that OUSU coordinate, including groups on the Environment, Anti-Racism, LGBT Rights, Women's Campaign and the International Students Committee among others. In addition there will be an introduction to the Student Advice Service which can advise students confidentially on any issue from academic concerns, disciplinary procedures, welfare problems and harassment and discrimination of all types.	South School
10am–1pm	INFORMATION FAIR OPENS <i>See page 8 for details</i>	North School
10.10–10.40am	<i>Break for refreshments</i>	
10.40–11am	COMPUTING SERVICES AT THE UNIVERSITY IT Services www.it.ox.ac.uk Information about how Oxford IT Services supports the University's primary computing infrastructure through services such as email, internet, news, backup servers, security, anti-virus support and over 100 courses per term through the IT Learning Programme (ITLP). This programme offers an extensive series of practical IT courses, covering introductory and specialized uses of computers, common systems, and packages. Courses are free apart from a small charge for documentation. All courses are taught in a modern lecture suite, which is equipped with some of the latest computers and teaching facilities.	South School

<p>11–11.30am Choose one session or attend Information Fair</p>	<p>IMMIGRATION AND VISA ADVICE <i>for non-EU/EEA nationals</i></p> <p>Sue Castle-Miller and Jo Aldhouse, Student Immigration</p> <p>www.ox.ac.uk/students/visa</p> <p>Sue and Jo are here to help you with visa and immigration matters during your time at Oxford. In this session we will show you how to check your visa is correct and talk to you about how immigration regulations affect you, for example your permission to work and whether you need to register with the police. We will cover what you will need to do to renew your visa before it expires and how we can help. If you are thinking of staying on in the UK to work after your studies, we can advise you on the different immigration applications when the time comes.</p>	<p>South School <i>compulsory for all students who hold a student visa</i></p>
	<p>ADVICE FOR EU/EEA NATIONALS</p> <p>James Tibbert, Student Information</p> <p>This session will explain your entitlement to health care and public benefits, and an overview of funding eligibility as an EU/EEA national. Students from the EU/EEA do not require a visa but there are some anomalies on working rights and rules about bringing your dependants which we will explain. We will also cover safety and security in Oxford and the UK and getting involved in student societies.</p>	<p>East School</p>
<p>11.30–11.50am</p>	<p><i>Break</i></p>	
<p>11.50am–12.10pm</p>	<p>THE LANGUAGE CENTRE</p> <p>The Language Centre</p> <p>www.lang.ox.ac.uk</p> <p>The University's Language Centre is among the best equipped in the UK and is open to all members of the University. This talk provides an introduction to the courses and services offered by the Language Centre and will include information on English language courses for academic purposes as well as on foreign language courses and our extensive independent language study resources.</p>	<p>South School</p>
<p>12.10–12.30pm</p>	<p>CAREERS AT OXFORD</p> <p>Careers Development Service</p> <p>www.careers.ox.ac.uk</p> <p>Oxford University Careers Service is one of the best resourced and most used careers services in the country. The Careers Service offers objective information and guidance about a full range of careers and works proactively to advertise vacancies in all sectors. This talk provides an introduction to the University's Careers Service and how best to make use of it.</p>	<p>South School</p>

<p>*From 10am–1pm</p>	<p>INFORMATION FAIR</p> <ul style="list-style-type: none"> ● Bank accounts: Santander, Lloyds, HSBC, Barclays, TSB, NatWest ● Careers Information ● Language Centre ● Libraries ● Oxford University Student Union ● Sports ● Sustainability Team ● Travel & sustainable travel ● Visas and immigration queries ● WiFi set-up 	<p>North School</p>
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Friday 13 October and Friday 20 October

<p>3–5pm</p>	<p>LATE ARRIVALS DROP IN SESSIONS</p> <p>Did you miss the programme on Monday? Then drop in to the Exam Schools and pick up a welcome pack and ask any questions you may have about university facilities and services.</p> <p>Otherwise check out the student section of the website www.ox.ac.uk/students</p>	<p>Examination Schools</p>
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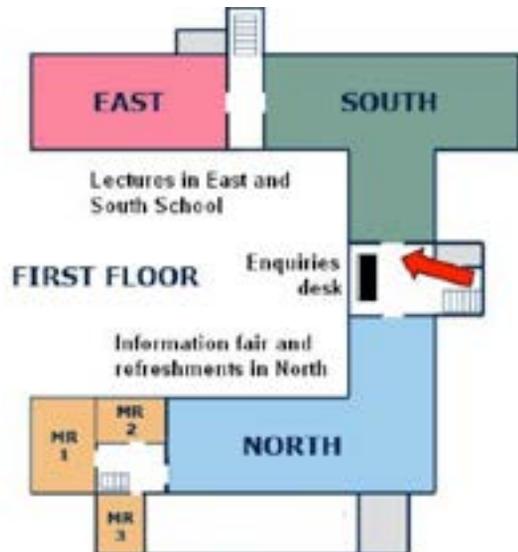
MAP OF THE EXAMINATION SCHOOLS

The Information Fair will be held in the North School and refreshments will also be served here in the morning and afternoon break. Lectures will take place in the South and East Schools upstairs. The East School can be reached by the second set of stairs at the back of the Examination Schools or via the South School upstairs.

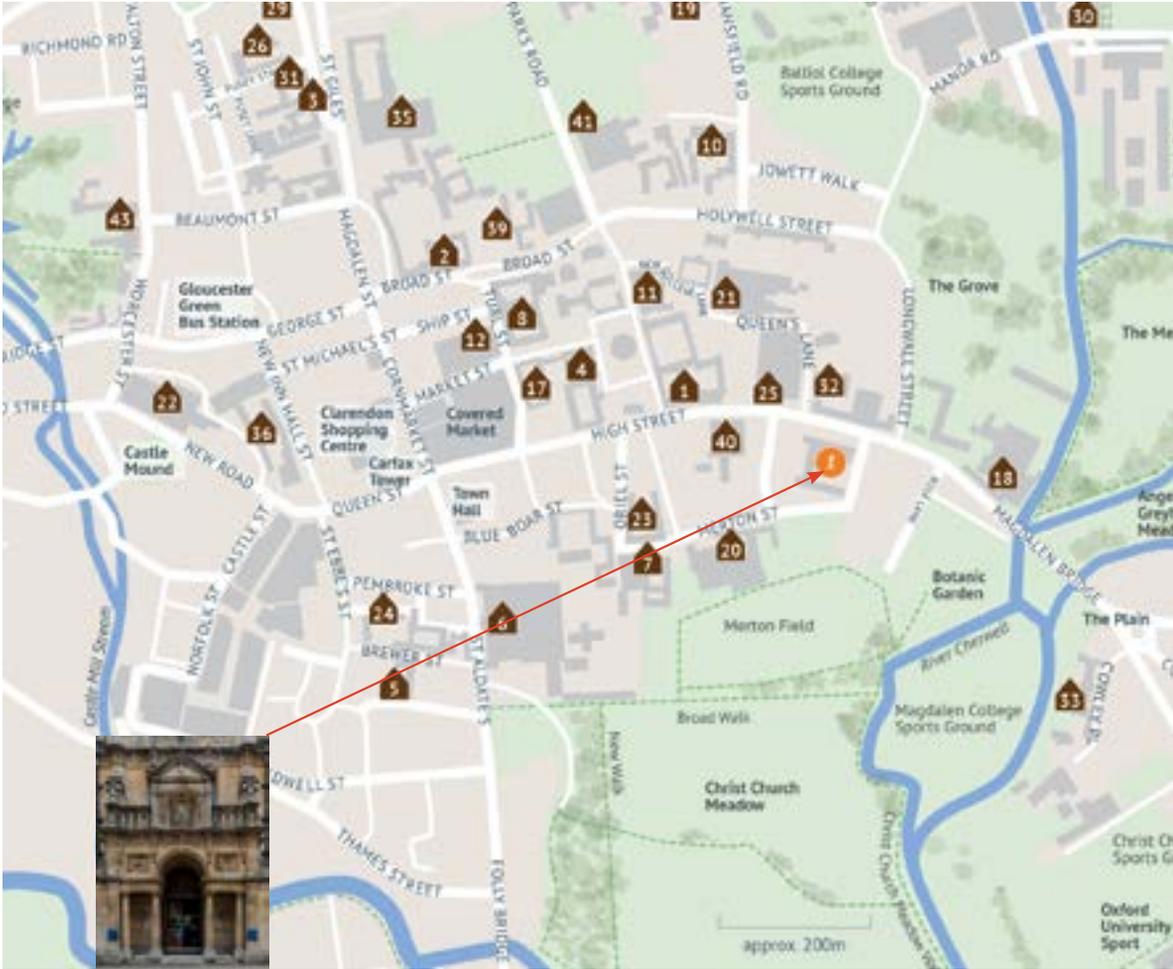
Toilets for men are located half way up the main staircases and for women at the

bottom of each staircase. There are also further toilets in the basement to the left of the main entrance on the ground floor as you enter the building.

The lift for disabled access is located to the right of room 6 and will take you to the entrance to the North School, the main entrance has steps and the disabled entrance is to the left which will bring you into the building near room 5 on the ground floor.



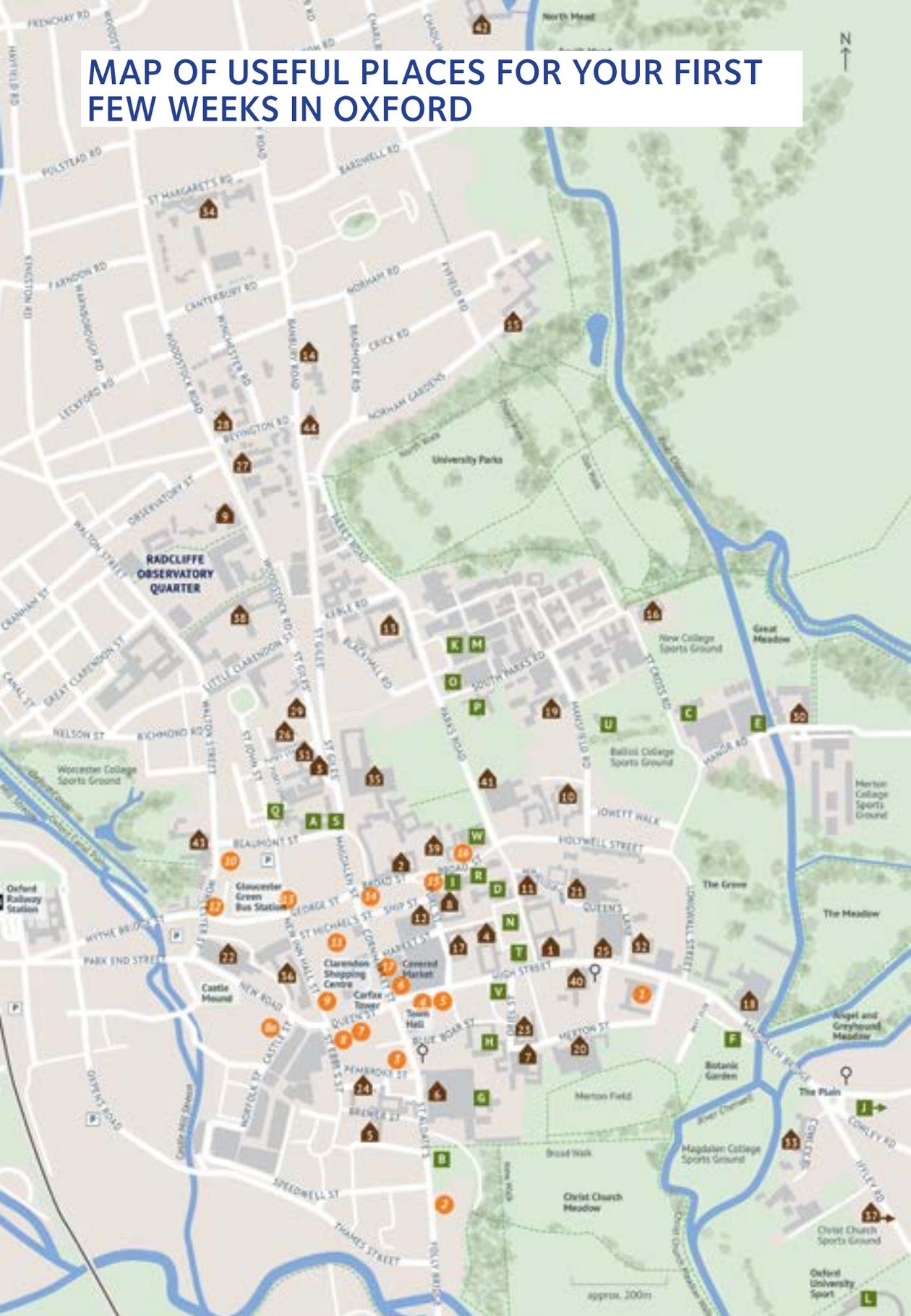
MAP OF OXFORD AND PROGRAMME VENUE



Entrance to the Examination Schools is via the High street.
Please see map on next page for key and places of interest.



MAP OF USEFUL PLACES FOR YOUR FIRST FEW WEEKS IN OXFORD



Colleges and Halls

- 1 **All Souls (Research)**
High Street
- 2 **Balliol**
Broad Street
- 3 **Blackfriars***
St Giles'
- 4 **Brasenose**
Radcliffe Square
- 5 **Campion Hall***
Brewer Street
- 6 **Christ Church**
St Aldate's
- 7 **Corpus Christi**
Merton Street
- 8 **Exeter**
Turl Street
- 9 **Green Templeton****
Woodstock Road
- 10 **Harris Manchester**
Mansfield Road
- 11 **Hertford**
Catte Street
- 12 **Jesus College**
Turl Street
- 13 **Keble**
Parks Road
- 14 **Kellogg****
62 Banbury Road
- 15 **Lady Margaret Hall**
Norham Gardens
- 16 **Linacre****
St Cross Road
- 17 **Lincoln**
Turl Street
- 18 **Magdalen**
High Street
- 19 **Mansfield**
Mansfield Road
- 20 **Merton**
Merton Street
- 21 **New College**
Holywell Street
- 22 **Nuffield****
New Road
- 23 **Oriel**
Oriel Square
- 24 **Pembroke**
St Aldate's
- 25 **Queen's College (The)**
High Street D6
- 26 **Regent's Park***
Pusey Street
- 27 **St Anne's**
Woodstock Road
- 28 **St Antony's****
Woodstock Road
- 29 **St Benet's Hall***
St Giles'
- 30 **St Catherine's**
Manor Road
- 31 **St Cross****
St Giles'
- 32 **St Edmund Hall**
Queen's Lane
- 33 **St Hilda's**
Cowley Place
- 34 **St Hugh's**
St Margaret's Road
- 35 **St John's**
St Giles'
- 36 **St Peter's**
New Inn Hall Street

- 37 **St Stephen's House***
16 Marston Street [off map]
- 38 **Somerville**
Woodstock Road
- 39 **Trinity**
Broad Street
- 40 **University College**
High Street D6
- 41 **Wadham**
Parks Road C5
- 42 **Wolfson****
Linton Road C1
- 43 **Worcester**
Walton Street B5
- 44 **Wycliffe Hall***
54 Banbury Road B3

Museums, Libraries and other places of interest

- A **Ashmolean Museum of Art & Archaeology**
Beaumont Street
- B **Bate Collection of Musical Instruments**
St Aldate's
- C **Bodleian Law Library**
St Cross Building, Manor Road
- D **Bodleian Library**
Broad Street
- E **Bodleian Social Science Library**
Manor Road Building,
Manor Road
- F **Botanic Garden**
Rose Lane
- G **Christ Church Cathedral**
St Aldate's
- H **Christ Church Picture Gallery**
Oriel Square
- I **Museum of the History of Science**
Broad Street
- J **Old Road Campus & Hospital Sites**
Headington [off map]
- K **Oxford University Museum of Natural History***
Parks Road
- L **Oxford University Sport**
Jackdaw Lane, Iffley Road
- M **Pitt Rivers Museum***
South Parks Road
- N **Radcliffe Camera (Bodleian)**
Radcliffe Square
- O **Radcliffe Science Library***
Parks Road
- P **Rhodes House**
South Parks Road
- Q **Sackler Library**
1 St John Street
- R **Sheldonian Theatre**
Broad Street
- S **Taylor Institution Library**
St Giles'
- T **University Church, St Mary's**
High Street C6
- U **University Club**
11 Mansfield Road
- V **University of Oxford Shop**
106 High Street
- W **Weston Library**
Broad Street

Useful places for your first few weeks

- 1 **Examination School**
- 2 **Police registration**
some nationalities need to register with the police. This will be marked on your visa and you must do this within 7 days of arriving.
- 3 **Main Post office**
postal services and also issue TV licences, travel insurance, etc
- 4 **University shop**
for official merchandise
- 5 **Gowns shop**
for hire or purchase of academic gowns
- 6 **Covered market**
cafes, delicatessens and shops
- 7 **Marks and Spencers department store**
food, clothes and foreign exchange section upstairs
- 8 **Oxford County Public Library**
(under renovation, temporary location at 8a)
- 9 **Argos store**
cheap household and electrical goods
- 10 **OUSU**
Oxford University Student Union
- 11 **Oxford Union**
debating society
- 12 **Job Centre Plus**
if you get a job you will need to get a National Insurance (NI) number here
- 13 **STA Travel**
discount student travel and International Student Identity cards
- 14 **Boswells department store**
household goods in basement
- 15 **Tourist Information and foreign exchange**
- 16 **Blackwells Books**
largest bookshop in Oxford
- 17 **Boots**
Pharmacy/chemist also have photographic facilities upstairs

Opening hours

- Sainsbury's Supermarket** (Magdalen Street)
7am–11pm Mon–Sat and 11am–5pm Sunday
- Sainsbury's Supermarket**(Westgate centre)
7am–8pm Monday to Saturday and 11am–5pm Sunday
- Tesco Supermarket** (Magdalen Street)
7am–11pm Mon–Sat and 11am–5pm Sunday
- Blackwells Books**
9am–6pm Monday to Saturday and 11am–5pm Sunday
- Post Office**
9am–5.30pm Monday to Saturday, closed Sunday
- Banks**
usually 9am–5pm Monday to Friday and Saturday mornings

ABOUT EXAMINATION SCHOOLS

The historic Oxford University Examination Schools are located on the High Street in the heart of the medieval city centre of Oxford. The building, commonly known as the 'Schools' by the thousands of undergraduates who have sat for exams in traditional sub-fusc (black and white attire still required to be worn) was designed and built by Thomas Jackson as the University examination centre, between 1876 and 1881.

The Examination Schools building was built in 1882 specifically for the holding of examinations and lectures. The architect was Sir Thomas Jackson Bart. R.A. This building, considered by many to be his masterpiece, brought him from obscurity to prominence in architecture. During the two World Wars the Examination Schools was used as a military hospital.

During term University lectures are held here with over a thousand students coming and going every hour. Examinations are also held here at various times throughout the year. These are mainly for the degree of B.A., but also include degrees of Master of Philosophy; Master of Science; Master of Studies; Bachelor of Civil Law, and a number of other Diplomas and Certificates and also oral examinations for Doctorates. During the peak period in June almost twelve hundred students are seated every day for written examinations. They are all required to attend in sub-fusc clothing (black and white), an Oxford tradition which is still rigidly enforced.



A guide about the Examination Schools is available to all new students attending Orientation for the special price of £4 – available from the Enquiries desk between

the North and South School or from the Student Information desk in the Main Hall

The Examination Schools has proved invaluable to the University for over one hundred years. Many thousands of students have passed through the building in that time, doubtless with feelings of considerable nervous tension on entering, but with great elation on leaving.



USEFUL WEBSITES FOR EUROPEAN AND INTERNATIONAL STUDENTS

University websites

www.ox.ac.uk/students/international_students	Student Information
www.ousu.org	Oxford University Student Union
www.lang.ox.ac.uk	Language Centre
www.it.ox.ac.uk	IT Services
www.ox.ac.uk/research/libraries	University Libraries
www.ox.ac.uk/about/organisation/history/oxford-glossary	Guide to Oxford University terminology

Travel

www.nationalrail.co.uk	Train timetables and information
www.nationalexpress.com	UK coach timetables and information
www.oxfordbus.co.uk	Bus information and timetables, including buses to London (Oxford Express)
www.stagecoachbus.com/oxfordshire	Bus information and timetables, including buses to London (Oxford Tube)
www.oxfordbus.co.uk (click on 'the airline')	Bus to Heathrow and Gatwick airports
www.tfl.gov.uk/modes/tube/	London Underground information
www.streetmap.co.uk	Find UK addresses
www.easyjet.co.uk	Cheap flights to Europe
www.ryanair.co.uk	Cheap flights to Europe

Oxford Information

www.dailyinfo.co.uk	Useful guide to living in Oxford
www.thisisoxfordshire.co.uk	Oxford news and classified adverts
www.oxford.gov.uk	Oxford City Council

Immigration Advice

www.gov.uk/tier-4-general-visa	Home Office
www.ox.ac.uk/students/visa	Student Immigration
www.ukcisa.org.uk	UKCISA (Council for International Student Affairs)

Other Information

www.ukcisa.org.uk	Useful advice for International Students (Council for International Student Affairs)
www.hostuk.org	Welcome scheme for International Students
www.yell.co.uk	UK telephone directory
www.educationuk.org/global/articles/safety	Safety guide for International Students

CHECKLIST OF THINGS TO DO IN YOUR FIRST MONTH

This is not a complete list of things to do. Your college and department may have other suggestions.

Immigration Matters

- If you have a Tier 4 student visa, your college will ask to scan your passport and visa in the first few weeks – this must include your BRP card, not just the visa stamp in your passport.
- You must register with the police within seven days if the stamp in your passport says this is necessary. See the notes in the Oxford Essentials guide. This is a legal requirement and is treated very seriously by the police.
- Make a note in your diary now to make preparations for renewing your visa two months before it expires. It is a criminal offence to stay in the UK after your visa has expired and is treated very seriously. You may be removed from the UK if you overstay and it may make further applications more difficult.
- If you are planning to travel to Europe and need a Schengen visa, plan this at least three months before you need it (or even further ahead at Christmas time and Easter).
- Make a photocopy of the identification page of your passport and the UK visa stamp in case you lose your passport.
- Ensure you understand how many hours you can work a week if you have a Tier 4 student visa – you must never exceed this limit as it is a breach of your visa conditions and your employer could be fined.

Academic Matters

- Complete the online registration procedure at www.ox.ac.uk/students/registration_self_service
- Attend Library, Language Centre and Computer Centre induction programmes.
- Book early at the Language Centre to learn a new language or to brush up on your English.
- Meet your supervisor to discuss your research and a schedule for meetings.

Finance

- Find out about the easiest and most convenient way to transfer money to the UK.
- Plan your budget for the next 12 months, remembering to prepare for currency fluctuations.
- Buy a TV licence if you are going to use a television in your accommodation.

Health and Safety

- Register with the college doctor.
- Find out about insurance for your belongings (see Oxford Essentials booklet) and insurance for travelling outside the UK.
- Be especially careful about pickpockets and thieves in the first few months you are in Oxford, as there are some opportunistic thieves aware that many students have just started at the University.
- Make a list of emergency contact numbers (police, doctor, college contact, etc).

