

Instructions for Exchange Applicants 2015/16

The Nomination and Application Process

- In order to apply for an exchange to Middlesex University, you must first be nominated to us by your home institution. Deadline for nominations is 15th April.
- When your application has been processed, you will receive an email from our Admissions team confirming your place and giving you your Middlesex University Student Identification (MU ID) number. At the same time, your Visa requirements will be assessed and a CAS generated where required. Please note that applications will not be processed until after the deadline of May 15th.

The Application Form

All Exchange applicants will receive a copy of our application form once they have been nominated by their home institution.

The completed form and accompanying documents should be scanned and with the subject 'Middlesex University Student Exchange Application' emailed directly to: exchangein@mdx.ac.uk. Please name your documents according to content and your name, e.g. transcript John Smith.doc.

The deadline for receiving applications is 15th May – please note that we will **ONLY** accept applications sent to us by email; we will **NOT** accept hard copy applications by post.

Notes on completing the Application Form

Please read the following notes carefully when completing the form:

Course(s) Applied For: Programme Title: Insert *Exchange and Undergraduate or Postgraduate*. Leave the rest of this section blank.

Fee Payment: Highest Qualification: Leave these sections blank.

English Language Qualifications: You must complete this section and provide evidence that you meet the English Language requirements. For more information about accepted English Language qualifications, please see the information provided in the **Entry Requirements** section for International applicants.

Undergraduate study: IELTS 6.0 (with minimum 5.5 in all components); Pearsons 51 (with 51 in all components)

Postgraduate study: IELTS 6.5 (with minimum 6.0 in all components); Pearson 58 (with 51 in all components)

Please note: TOEFL is no longer accepted.

GMAT: Employment and Work Experience: Leave this section blank.

Personal Statement:

- Write here the name of your university and the name of the degree programme you are following there, and your current year of study (e.g. University of Cordoba, BA Translation, 2nd year).
- List the name of the programme you wish to follow at Middlesex, which year of that programme, and the modules that you will follow. These are listed at [UG courses](#) & [PG courses](#).
- You may choose modules from different programmes, but this may cause difficulties; you might not be accepted onto modules outside of your subject area; and there may be a timetable clash that prevents you from taking your first 4 choices. For this reason, please list 2 more modules than you need, in case any you choose are not available or you are not approved for.

We strongly advise students to choose a single programme, and note that changing modules at the start of the year may be difficult. (See information below under [Programmes and Modules](#) for more details.)

References: Leave this section blank.

Accompanying Documents

All students must provide copies of the following documentation with the application:

- Passport (or European ID card)
- Most recent transcript
- English Language Qualification Certificate

Portfolios

Students applying for Music, Art and Design or Film and Television programmes **must** include a web address to a site where their portfolio/show reel can be assessed. We no longer accept portfolios on CDs or other media storage devices. Students for these area subjects, are assessed and reviewed on their portfolios to the course by the Academics.

Tier 4 Visas

Unless you are an EU or EEA national, you will probably need a visa to study in the UK. For one term, you may be able to come as a 'Student Visitor'. If you want to come for more than 6 months, you will need to apply for a Tier 4 visa, for which you must meet the following English language requirements:

Undergraduate study: IELTS 6.0 (with minimum 5.5 in all components); Pearsons 51 (with 51 in all components)

Postgraduate study: IELTS 6.5 (with minimum 6.0 in all components); Pearson 58 (with 51 in all components)

Programmes and Modules

We teach most of our degree programmes via four year-long modules, each worth 30 Middlesex credits (15 ECTS). Students are entitled to take 120 Middlesex credits (60 ECTS, 24 US Credits) in a year (with a limit of 60 Middlesex credits at post graduate level). We encourage students to choose to follow one degree programme. This provides the student with a coherent programme and avoids the risk of timetable clashes.

We have a very limited number of modules available for single semester exchanges. Students may only apply for a single semester visit if they wish to study in one of the following areas, (selected partners only):

Fine Art (note that applicants for Undergraduate Fine Art may ONLY apply for an exchange in term 2); **Politics; Development; Dance** (selected partners only); **Nursing** (selected partners only); **Graphic Design** (note applicants on Undergraduate programme can apply ONLY from year 2, either for a single term exchange, or the full year in year 2); **Illustration** (note applicants on Undergraduate programme can apply ONLY from year 2, either for a single term exchange, or the full year in Year 2.)

Please choose your modules very carefully as you may not be allowed to change them after the start of term.

If you are enrolled on modules that run for the full academic year and you decide to exit your exchange early, you will not be issued with a transcript as Middlesex University can only award the credits allocated to those modules. This may impact your studies should you decide to return to your home university early.

Accommodation

At Middlesex we offer self-catering housing for nearly 1500 students across seven halls of residence. This accommodation ranges from study bedrooms with ensuite facilities, to traditional halls with shared kitchens and bathrooms. Note that a place in one of the university residences is not guaranteed and students may only apply once they have been issued with an MU ID number.

For more information, please click on the following link: [Accommodation](#)

Our Calendar

Academic year 2015/16:

Undergraduate and Postgraduate Induction for September starters begins in late September

Undergraduate Induction for January starters begins on Mid-January

For more information on other university dates see: [Calendar](#)