



Anglia Ruskin
University

**Corporate Marketing, International
& Development Services**

Arrival information for international students

Chelmsford campus
September 2017



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Welcome to Anglia Ruskin University

It's not long before you join us at Anglia Ruskin. We know it may seem like there's lots to organise and you may have many questions. To help you this leaflet will give you important last minute reminders and information about your arrival. Plus some practical information for your first few days in Chelmsford so please read it carefully. Don't forget to look at our **Pre-Departure Guides** too.

What do I do next?

- If we've made you an unconditional offer (EU students) and you've accepted this offer then you simply need to reserve your place on our International and EU Orientation Programme and make your travel arrangements to arrive on 13 September 2017 in time to attend the International & EU Orientation Programme.
- If you come from a country where you need a Tier 4 student visa to enter the UK you will have already received a CAS number, sent by email from our International Admissions Office. With your CAS number you can make your Tier 4 visa application. To help you apply for a visa read our 'Pre-Departure Guides' [here](#).
- We've also produced a short presentation on how to make a visa application overseas which is available on our [immigration pages](#) or you can download our [CAS Tier 4 guide](#).
- If you have been studying in the UK at a different University and have a Tier 4 visa you will need to make a new Tier 4 application to switch your visa to Anglia Ruskin. You should make this application as soon as you receive your CAS number and can meet the financial/maintenance requirements. You can't start your studies with us until a new visa application has been submitted.
- As soon as you receive your CAS statement reserve your place on our International & EU Orientation Programme. Make sure that you arrive on 13 September 2017 in time to attend the International and EU Orientation Programme starting on 14 September 2017.

When do I need to arrive to start my course?

The first activity offered by Anglia Ruskin is our International and EU Orientation Programme. This programme will include sessions on studying in the UK, work and health entitlements, an introduction to our University services, opening a bank account, practical information about living in the UK and gives you the opportunity to meet new friends and University staff. This programme is a very important part of your induction experience and is **FREE OF CHARGE**.

- Our International and EU Orientation Programme will start at 10:00am on 14 September 2017. You **MUST** reserve a place in advance by completing the online Arrivals and Orientation Confirmation Form found at www.anglia.ac.uk/internationalarrivals. You will receive an automatic e-mail response which is your confirmation that your place has been reserved.
- When you arrive on the 14 September 2017 for the International & EU Orientation Programme please come to the International Help Desk located near the Main Reception, Michael Ashcroft Building by 9:45am. A map of our campus is at the end of this leaflet.

Your Faculty Welcome, where you will be introduced to your course, teaching staff and other students will take place during our Welcome Week 18-22 September - this is compulsory. The exact time and location for your Faculty Welcome meeting will be emailed to you by your Admissions Officer and can also be found at our Welcome website www.anglia.ac.uk/welcome from 1st August 2017.

If your visa is delayed and you know that you will be arriving after the International & EU Orientation Programme it's essential that you let us know. Please email internationalarrivals@anglia.ac.uk

When do I register (enrol) with our University?

You will be sent a welcome/registration email which will include your unique username and password so that you can complete your registration (enrolment) with our University online; it's important that you complete this task before you arrive. You will be able to register online from 1 August 2017.

To register, go to e-vision.anglia.ac.uk and follow the instructions. After you've registered and paid any fees shown on the screen you will be able to access all our University facilities such as your timetable, the library, email, Students' Union etc. So that we can produce your Anglia Ruskin ID card you need to send us a passport sized photo. Please email your name, campus, student ID, course name and photograph as soon as possible to icentre@anglia.ac.uk. All students will need to present a valid passport, visa or EU ID card to study at Anglia Ruskin.

IMPORTANT INFORMATION FOR TIER 4 STUDENT VISA HOLDERS:

To complete your registration you will need to take your passport and visa to our University i-Centre so that these documents can be verified as soon as you arrive. Your new Anglia Ruskin Student ID card will only be given to you after these copies have been made and you have paid 60% of your tuition fees (or provided evidence of a loan/scholarship). Tier 4 students will also be able to collect their Biometric Resident Permit (visa) from our iCentre. Remember this MUST be collected within 10 days of arriving in the UK providing you have selected Anglia Ruskin as your Alternative Collection Location on your visa application.

How do I pay my tuition fees?

Please read our 'Pre-Departure Guides' [here](#) for further information. Payment of fees or confirmation of a recognised scholarship or loan to pay your fees is needed to complete our University registration process. If you are paying your own fees and cannot pay by credit card and would like to pay in your own currency you can use anglia.ac.uk/webpayments and click on the 'international student bank transfer' option. Paying by this route should help you avoid unnecessary bank charges. You will need your Anglia Ruskin seven digit Student ID number to use this system which can be found on your offer letter/CAS statement.

What if my plane is delayed?

If you've started your journey and need to contact Anglia Ruskin in an emergency, you can call us Monday to Friday from 9:00am-17:00pm on **+44 (0)1245 684285** or **+44 (0)1245 684297**. At all other times call **+44 (0)1245 495918** this is an out of hours security contact number.

Which documents do I need to show when I enter the UK?

Remember to keep all important documents in your hand luggage. Look at the check list in our Pre-Departure Guide. If you come from outside the EU remember to bring up to date bank statements to show as you pass through immigration along with your CAS statement.

How do I travel to the campus from the airport?

We will be offering a free airport pick up service from Heathrow airport at 10.30 and 15.30 on Wednesday 13 September 2017. This may mean that you have to book an overnight flight if you wish to use this service. You must reserve your seat on the airport coach in advance by visiting www.anglia.ac.uk/internationalarrivals and clicking on 'Airport Pick up Service' where you will find the online booking form. If you reserve a seat and then need to cancel then email internationalarrivals@anglia.ac.uk and let us know. Bookings will close on 8 September 2017.

If you can't arrive in time to take the Heathrow airport pick up, don't worry. Lots of information on how to travel to our Chelmsford campus by public transport from Heathrow, Stansted, Gatwick and Luton airports is included in our Pre-Departure Guide.

How do I organise my new life in Chelmsford?

Bedding

As we don't supply bedding in any University accommodation you may want to buy sheets, pillows, duvet, blankets etc. from shops in the city when you arrive or you may prefer to buy a bedding pack. You can pre order a bedding pack which will be delivered to your room by www.click2campus.com. A basic bedding pack (no kitchen utensils) will cost £33.

Telephoning Home

To dial an international number from the UK dial 00 then the country code followed by the area code and then the local telephone number. Using your mobile phone in the UK to call home can be expensive. There are many mobile phone shops in Chelmsford where you will be able to purchase UK SIM cards to use with your own phone. Your phone must be 'unlocked' to allow you to use this card. During the International & EU Orientation Programme you will receive a free SIM card with a small amount of credit to allow you to phone home and tell your family you've arrived safely.



Banks

Branches of all major UK banks can be found in the High Street. Cash dispensing machines, which usually take cards from banks worldwide (look for the appropriate symbol on the cash machine) can be found at:

- New Street
- Railway Station
- High Street
- Outside the Spar shop Rivermead Gate

Opening a bank account

Most students open a bank account in the UK especially if they plan to work while they're studying. We will give you the information about opening a bank account on arrival. Banks are very strict about the documentation they require and as there may be a delay in opening a bank account you should bring enough money to pay for food, rent, etc. We recommend that you bring either a debit card so that you can withdraw money at a cash point (ATM) or approximately £500 in traveller's cheques and some cash.

Bringing money into the UK

Anyone coming to the UK from a country outside the European Union (EU) carrying the cash equivalent to 10,000 Euros (£7,500) or more (including money in other currencies) must declare it to UK Customs at the port of entry to the UK. Cash means currency notes, coins, travellers' cheques and bankers' drafts.

Shopping

As University accommodation is self-catering you may want to bring food and drink for the first 24 hours with you. Otherwise be prepared to go out and shop soon after your arrival or you may prefer to buy a meal at a café, restaurant or take away.

The closest large supermarket to the campus is Tesco. There's also a SPAR food shop on campus and an international food shop called MM Global Supermarket next to our campus. The main shopping areas in Chelmsford are within walking distance of our University. The majority of shops are in High Chelmer, along the High Street or in the Meadows shopping centre. These shops are open from 9:00am-17:30pm Monday to Saturday; some are also open from 11:00am-17:00pm on Sundays. Our Students' Union will be running a free bus service to the local supermarket during the International & EU Orientation Programme. The bus will leave from outside the Student Village, you will get dropped off at the supermarket in Chelmsford, and then once you've finished shopping, the Students' Union will bring you back to the Student Village.

Electrical Items

In the UK, 3-pin 230v plugs are used. We recommend that you bring an adapter with you.

Doctor/Medical treatment

If you have a medical condition you should bring details of your condition and treatment with you. Details of any vaccinations will also be required for your medical records. You will be given information about registering with a doctor during the International & EU Orientation Programme. Should you need a doctor before then contact an International Student Adviser Telephone: **01245 684285** or **01245 684297** between 9:00am and 16:30pm. Outside these hours call National Health Service direct on **111**.

EU students MUST bring their free EHIC card (European Health Insurance Card) granted in their home country. EU students cannot apply for this card within the UK. If you do not have this card you may incur charges for medical treatment in the UK. So get the card before you travel. Students from other countries outside the EU should take out some form of medical insurance from their home country before travelling to the UK.

How can I contact other new students?

If you would like to make contact with other students coming to our University you might want to join our new arrivals Facebook group. Please remember that this site is open to anyone to join and you should not post personal details such as addresses or telephone numbers. You can also follow us on Twitter.

 [facebook.com/angliaruskinInternational](https://www.facebook.com/angliaruskinInternational)

 twitter.com/angliaruskin_io

When can I move in to the University accommodation I've reserved?

You will receive a personal email invitation to complete a pre-arrival online induction to your accommodation. This induction will contain your arrival details, maps and allow you to confirm the date and time of your arrival. There's a summary below of when you can move in and where you can collect your keys.

If you're arriving late in the evening it will be possible to collect keys from our Security Office in the Ashcroft Building but you do need to arrange this in advance. At least three days before you're due to arrive email our Residential Service at essexaccom@anglia.ac.uk or call **+44 (0)1245 683110**.

	Key collection times	Key collection point	Key collection outside key collection times
Student Village	From Wednesday 13 September to Friday 15 September 9am-6pm	Lord Ashcroft Building Reception	Key collection from Security (contact the Residential Service to arrange in advance)
	Saturday 16 September 9am-5.30pm		
	Sunday 17 September 9.30am-3pm		
	From Monday 18 September 2017 onwards 9.30am-4.30pm (Monday - Friday)	Residential Service Office in Ashby House	

REMEMBER: If you have not applied for or you have not been allocated University accommodation, you need to organise in advance temporary accommodation for several nights while you make longer-term arrangements. A Bed and Breakfast list is available at www.anglia.ac.uk/housing or by contacting the Residential Service Office.



Download our Anglia Ruskin app

Download our free Anglia Ruskin app via the Apple and Android app stores for easy access to your timetable, maps and other essential information. Visit www.anglia.ac.uk/app for more details.

Emergency

Our University has its own security staff who can be contacted in an emergency only by telephoning **6444** from within the Anglia Ruskin University network. Students are advised to take responsibility for the safety and security of themselves and their property.

In case of difficulties on campus, the Security Office is located on the Ground Floor of the Michael Ashcroft Building.

Who can help?

The iCentre is a good place to start but if you have a specific query in your first few weeks the International office can be found on the 2nd floor of Rivermead Gate.

Useful links to help you prepare for life in the UK

Arrival and Orientation Confirmation	www.anglia.ac.uk/internationalarrivals
Heathrow Airport Pick up	www.anglia.ac.uk/internationalarrivals
Pre-Departure Guides	www.anglia.ac.uk/internationalarrivals
International Student Calculator (Cost of living in the UK)	international.studentcalculator.org
Studying in the UK	www.prepareforsuccess.org.uk
Life in the UK	www.educationuk.org/UK/Life-in-the-UK

Checklist

- Have you reserved accommodation?
- Have you reserved a place on the International and EU Orientation Programme?
- Have you reserved a Heathrow airport pick up for 13 September 2017?
- Have you read our Pre-Departure Guides?
- Have you organised payment of your tuition fees?

We wish you a safe journey and look forward to welcoming you to Anglia Ruskin University.

Campus map - Chelmsford

- 1 Main Reception and Refectory
- 2 University Library
- 3 Students' Union, Student Services
- 4 Medical Centre
- 5 Admissions
- 6 Residential Service
- 7 Finance Office
- 8 Employment Bureau
- 9 iCentre and Faculty Student Advice
- 10 Chaplaincy

- Disabled parking
- Cycle parking
- Motorcycle parking
- Toilets
- Restaurant / café
- Refreshments
- Smoking area
- Pedestrian route
- Pedestrian bridge
- River
- Recycling point
- Lifts
- park&ride drop off / pick up



For more information :

Email: internationalarrivals@anglia.ac.uk

Call: + 44 (0) 01245 684297 / 684285

anglia.ac.uk/internationalarrivals

Chelmsford Campus

Bishop Hall Lane

Chelmsford

CM1 1SQ

United Kingdom

 [@angliaruskin_io](https://twitter.com/angliaruskin_io)

 facebook.com/angliaruskinInternational



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