

**ADVANCED ENTRY AGREEMENT**

between

**THE ROBERT GORDON UNIVERSITY**, a body corporate incorporated under The Robert Gordon University (Establishment) (Scotland) Order 2006, a Scottish Charity (Charity Number SC013781) and having its principal administrative office at Garthdee House, Garthdee Road, Aberdeen, AB10 7QB ("RGU")

and

**TECHNICAL COLLEGE SYSTEM OF GEORGIA**, a State of Georgia Agency responsible for the oversight and operations of postsecondary technical colleges, adult literacy programs, the "Quick Start" program and other programs and services pursuant to the Official Code of Georgia Annotated (O.C.G.A.) § 20-4-14 et. seq.; and having its principal administrative office at 1800 Century Place NE, Atlanta, Georgia 30345, (the "Partner")

(together the "Parties")

**1. Purpose**

This Agreement specifies the eligibility requirements for students on the stated Technical College System of Georgia course(s) to apply for entry with advanced standing to the named degree courses(s) offered by RGU.

**2. Eligibility Requirements**

|  |          |
|--|----------|
| Name of Technical College System of Georgia course:<br><br><b>Accounting Associate of Applied Science Degree</b> |          |
| Name of RGU course:<br><br><b>BA(Hons) Accounting and Finance</b>  |          |
| Point of entry to RGU course:  | - Year 3 |


|   |  |
|---|--|
| <p>Conditions of application to the above RGU course:</p> | <p>Satisfactory completion of the above named course with a total of 60 credits, including the required electives: ECON 1101 and MATH 1100</p> <ul style="list-style-type: none"> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Member Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
|---|--|


### 3. Term

This Agreement shall be valid for a period of 5 years from the last date of signature.

In the event that there is a change of curriculum or change to the relevant eligibility requirements, this Agreement shall terminate and the Parties shall, as appropriate, discuss entering into a revised Advanced Entry Agreement.

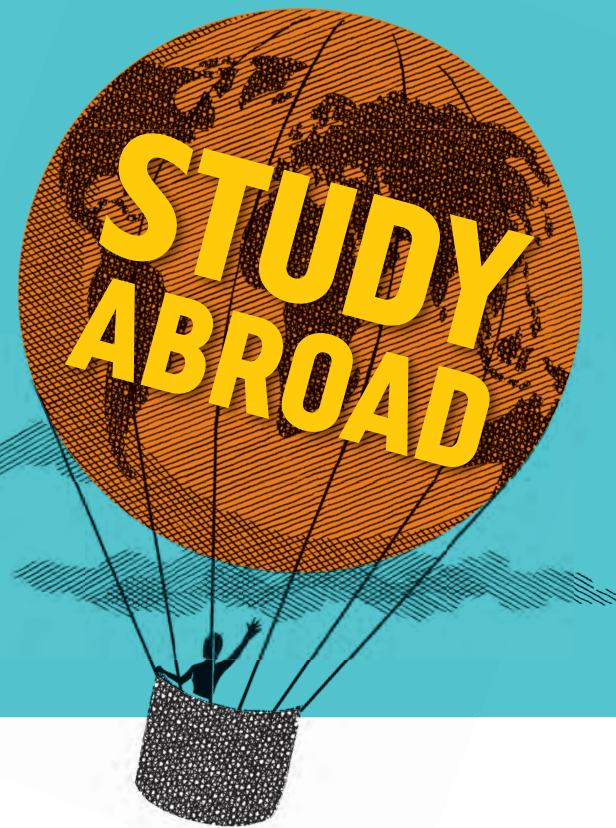
#### Agreement Authorised by:

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Prof. Rita Marcella<br>Dean, Aberdeen Business School<br>Robert Gordon University              | Date<br>10/20/2015 |

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Commissioner Gretchen Corbin<br>Technical College System of Georgia                            | Date<br>10/20/2015 |

# A WHOLE WORLD OF OPPORTUNITIES AWAITS YOU...

Aberdeen Business School  
Bachelors Link Programme  
Scotland



**ROBERT GORDON**  
**UNIVERSITY • ABERDEEN**

**ADVANTAGE ABS**



## A MESSAGE FROM DR BOB GAMMIE

Associate Dean of Undergraduate Programmes,  
Aberdeen Business School

As well as the fantastic experience of spending a highly enjoyable year abroad, we are confident that a degree from Robert Gordon University will provide you with everything you need for starting your career – in North America or elsewhere.

RGU's international students have found their degree puts them right at the forefront in the search for graduate level jobs. The University's success in this area has been reflected in international league tables and rankings for many years.

Our modern facilities and attractive riverside campus offer ideal surroundings to inspire students to learn, and we provide everything you need for your academic and non-academic life. With highly qualified teaching staff, an extensive library collection, plentiful IT facilities, a state-of-the-art sports centre and friendly and welcoming student support, RGU is the perfect environment in which to experience a different learning culture as part of your studies.

We look forward to welcoming you to Scotland!

**"TOP MODERN  
UNIVERSITY IN  
THE UK"**

The Sunday Times, 2012





## AN INTERNATIONALLY RECOGNISED DEGREE – AND THE EXPERIENCE OF A LIFETIME

Situated in Aberdeen, on the North East coast of Scotland, Robert Gordon University (RGU) is delighted to be able to offer a wide range of highly relevant and exciting year-long courses to American or Canadian students.

A degree from RGU will allow you to not only gain a qualification from an internationally recognised institution, but it will also equip you with the practical skills you need to get a head start in today's global job market.

If you are studying a relevant associate degree or diploma from one of our partner colleges, you may be eligible for advanced entry into the third year and achieve one of our internationally recognised Bachelors degrees in one year.

These include:

- > International Business Management
- > Management (specialise in Marketing or HR)
- > Events Management
- > Fashion Management
- > International Tourism Management
- > International Hospitality Management
- > Media
- > Public Relations
- > Journalism



## AN AFFORDABLE WAY TO ENHANCE YOUR FURTHER EDUCATION

Studying for a Bachelors Degree at RGU offers you the chance to experience life and learning in a different country and a different culture for a whole year – with the end result being a practical qualification that's tailored towards today's employment needs.

Many of our previous international students have found that tuition fees here at RGU are actually more affordable than at universities and colleges in North America, meaning it is easier to take advantage of this unique opportunity than you might think.

In addition, a Dean's Scholarship may also be available to successful applicants. This will be based on academic performance and a 1000 word motivational essay.

Students may also be eligible for an exemption from some courses. This will need to be approved by the Course Leader in advance.

**“STUDYING AT RGU WAS A FANTASTIC OPPORTUNITY TO REALLY TAKE CONTROL OF MY EDUCATION. IT WAS DEFINITELY DIFFERENT TO SCHOOL IN THE U.S. AND I LOVED GETTING TO LEARN EXTENSIVELY ABOUT THE TOPICS THAT I CARE ABOUT.”**

Kristen Hunter, an exchange student from Tulsa



## ABOUT ABERDEEN BUSINESS SCHOOL

Aberdeen Business School, the largest of three faculties at Robert Gordon University (RGU), is one of the leading providers of business education in Scotland. The achievements and continuing success of our graduates in their careers is a mark of the high quality and recognition given to our postgraduate and undergraduate programmes. Our strong links with industry, commerce and the public sector enable us to develop practical, innovative courses designed to prepare students for today's business needs.

Aberdeen Business School has held AMBA (Association of MBAs) accreditation for the MBA programme for more than a decade. Many of our individual courses hold accreditation or are recognised by professional bodies and the School is currently working towards AACSB accreditation.

Our state-of-the-art building is located on the RGU Garthdee campus in a beautiful woodland environment on the southern edge of Aberdeen.

## ABOUT ROBERT GORDON UNIVERSITY

RGU is considered one of Scotland's most modern 'New Universities' but its history actually dates back to the 1600s. Today the University is a leading provider of higher education with an outstanding international reputation, producing confident, highly employable graduates, undertaking ground-breaking research and developing strong links with industry, both in the local area and around the world. A study experience here can provide graduates with a real advantage in today's competitive workplace.

**"A DEGREE FROM  
ROBERT GORDON  
UNIVERSITY IS  
AS NEAR TO A  
GUARANTEE OF A JOB  
AFTER GRADUATION  
AS YOU CAN GET."**

The Sunday Times, 2012



**"I HAD ALWAYS WANTED TO COME TO  
SCOTLAND AND EVERYONE I MET AT THE  
UNIVERSITY AND AROUND THE COUNTRY  
WAS REALLY FRIENDLY AND HELPFUL."**

*Mustafa Kurutay, FH Mainz*





## A WARM WELCOME AWAITS YOU IN ABERDEEN

Located in the North East corner of the United Kingdom, Scotland's third largest city is quite unlike any other. Few places in Britain can offer students the chance to experience the buzz of a modern city, medieval buildings, spectacular tropical gardens and award winning, unspoilt beaches – all in one compact, easy to navigate place. Aberdeen is a dynamic, vibrant city, thanks to its strong ties with the oil industry. As you'd expect from somewhere that has enjoyed great prosperity, amongst the iconic granite buildings are a wealth of fantastic bars and eateries, shops, museums and galleries, theatres and live music venues. Aberdeen is also the perfect size for students – the city is small enough for new arrivals to get to know their way around quickly and easily.

## A TRULY INTERNATIONAL PERSPECTIVE

We are immensely proud of the fact that we are host to both staff and students from all around the globe. It gives our campus a genuinely international atmosphere. We firmly believe that spending time in a country which isn't your own opens your eyes to new cultures and customs, not only Scottish ones, but also those of the many international students we have here.

## THE PERFECT BASE FOR EXPLORING SCOTLAND

Good transport links mean Aberdeen is a great base for seeing the rest of Scotland while you're here. All the main Scottish cities, such as Edinburgh, Glasgow and Inverness, can easily be reached within two or three hours. In fact Scotland is often called "the best small country in the world" and you can visit its most famous whisky distilleries, castles, lochs and golf courses without having to spend too much time travelling. As well as being breathtaking to look at, Scotland's stunning landscape is also a world class location for outdoor pursuits such as walking, hiking, fishing, kayaking, skiing and more adventurous activities like sphering and bungee jumping! Students can easily experience the best of this amazing country during their time in Aberdeen.

## ACCOMMODATION IN ABERDEEN

The University has a number of modern, comfortable student apartments available and there are plenty of private properties for rent across the city.

Aberdeen offers a variety of locations where students enjoy living, all within easy access to the city centre.

For more information about accommodation, please visit the relevant section on our website.

## COST OF LIVING AT A GLANCE

As previously stated, tuition fees can be considerably less than those at American and Canadian universities, which may help you budget for your trip.

For undergraduate students, we currently estimate that you will need around £10,000 to cover your living expenses (including accommodation for one academic year in Aberdeen. This figure does not include your course fees or the cost of transport to and from your own country.

|                    |                   |
|--------------------|-------------------|
| Pint of milk       | 50p               |
| Loaf of bread      | £1.30             |
| 1kg of rice        | £1.50             |
| Pint of beer       | £1.70 (RGU Union) |
| Books & stationery | £300 a year       |
| Bus fare           | £3 day ticket     |
| Cinema ticket      | £5.50             |
| Mobile phone       | £15 a month       |

Prices are an approximate guide and are subject to change. For further information, please visit [www.rgu.ac.uk/costofliving](http://www.rgu.ac.uk/costofliving)

## PART-TIME WORK

Although the University is keen that students don't let external work interfere with their coursework, we fully understand that you might need to subsidise your studies while you're here with some part-time work. Which is why the RGU Careers Service provides assistance and advice on finding something suitable for you within Aberdeen.

Under current visa regulations, international students can work up to 20 hours per week without a work permit. The UK minimum wage is £4.98 for ages 18 – 20 or £6.08 for ages 21 and over but it can often be higher depending on the nature of the job and the individual employer.









## HOW DO I APPLY?

Studying abroad is an amazing opportunity that lets you enhance your further education whilst fully experiencing life in another country. But first you need to be sure if it is right for you. We would advise that before you apply, you talk to the International Office at your college and also discuss it with family and friends.

If you are keen to proceed and take advantage of this unique chance to study in Scotland, you should register and apply online via the UCAS website: **[www.ucas.com/students/apply](http://www.ucas.com/students/apply)**

Each RGU course has a unique UCAS code, which you can find on our website or in our prospectus.

UCAS also allows prospective students to track the progress of their application and respond to any offers made.

**The colleges that RGU has links with include:**

### Canada

- > Lethbridge, Alberta
- > Nova Scotia Community College, Nova Scotia
- > SAIT Polytechnic, Alberta
- > St Lawrence College, Ontario
- > College of New Caledonia, British Columbia
- > Selkirk College, British Columbia
- > Centennial College, Ontario

### USA

- > MCCCK, Kansas
- > North East Wisconsin, Wisconsin
- > North West Wyoming, Wyoming
- > Mohawk Valley, New York State
- > Green River, Washington

**If you are interested in applying but your college does not appear in this list, please contact us for more information.**



# "BEST MODERN UNIVERSITY IN THE UK"

The Sunday Times Good University Guide, 2012

## Talk to us.

To find out more about our Bachelors Link Programmes, please contact:

Richard Barnes

Head of International Academic Development

T: +44 (0)1224 263030

E: [ABSStudyAbroad@rgu.ac.uk](mailto:ABSStudyAbroad@rgu.ac.uk)

W: [www.rgu.ac.uk/absstudyabroad](http://www.rgu.ac.uk/absstudyabroad)



[www.facebook.com/robertgordonuniversity](http://www.facebook.com/robertgordonuniversity)



[www.twitter.com/robertgordonuni](http://www.twitter.com/robertgordonuni)



[www.youtube.com/robertgordonuni](http://www.youtube.com/robertgordonuni)



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|--|----------|
| Name of Technical College System of Georgia course:            |          |
| <b>Banking and Finance Associate of Applied Science Degree</b> |          |
| Name of RGU course:  |          |
| <b>BA(Hons) Accounting and Finance</b>                         |          |
| Point of entry to RGU course:                                  | - Year 3 |


|   |  |
|---|--|
| <p>Conditions of application to the above RGU course:</p> | <p>Satisfactory completion of the above named course with a total of 60 credits, including the required electives: ECON 1101 and MATH 1100</p> <ul style="list-style-type: none"> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Member Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
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|  |           |
|--|-----------|
| <b><i>Name of course (at partner institution) Business Management Associate Degree</i></b> |           |
| <b><i>Name of course (at RGU) BA(Hons) International Business Management</i></b>           |           |
| Point of entry to RGU course:  | - Stage 3 |




|   |  |
|---|--|
| <p>Conditions of entry to RGU course:</p> | <ul style="list-style-type: none"> <li>- Satisfactory completion of Year 2 of the above named course</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Member Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
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## **Information for Community College Scholars travelling to Aberdeen**

### **CEUD MÌLE FÀILTE**

Welcome to this information brochure for Associate Degree students from Canadian/USA Community Colleges. We sincerely hope that you will come and study with us, so that we can welcome you to Aberdeen and demonstrate the hospitality of Scotland. We aspire to provide you with the highest level of education enabling you to obtain (through hard work) an internationally recognised qualification from the best modern University in Scotland 2013 (The Times).

Not only will you gain a qualification and new life-long friends, you will also experience a very different education system and a whole new and exciting culture.

The education system in Scotland is entirely different from that you have experienced at home. Here we have a 4 year undergraduate Bachelor with Honours based on the following model:

| Year | Exit Award                          |
|------|-------------------------------------|
| 1    | Certificate of Higher Education     |
| 2    | Diploma of Higher Education         |
| 3    | Bachelors Degree                    |
| 4    | Bachelors with Honours (classified) |

As you will already have successfully achieved an Associate Degree or Diploma from your College when you arrive, you will normally enter your chosen course at the beginning of year 3. Therefore it will be possible for you to obtain a Bachelors degree within 1 year – subject to you passing everything of course. Remember that in the UK if you fail a course you can re-take the assessments up to a maximum 3 attempts (there is a small administration fee for re-sits).

Most Canadian/USA students will exit at this stage, although you would be welcome to stay on for Honours year – but remember many Canadian/USA employers may not know the meaning of this, as it is a unique aspect of the Scottish Higher Education system. Undertaking this additional year may, however, be of value if you wish to consider entry onto one of our 1 year Masters programmes (subject to minimum entry qualifications).

This document cannot answer all of your questions, so if you would like further information, then please feel free to contact me, Richard Barnes on [r.barnes@rgu.ac.uk](mailto:r.barnes@rgu.ac.uk), or my colleagues Duncan Harcus and Morag Kennedy ([d.j.harcus@rgu.ac.uk](mailto:d.j.harcus@rgu.ac.uk) or [m.s.kennedy@rgu.ac.uk](mailto:m.s.kennedy@rgu.ac.uk)). I really hope that one day very soon I will be able to personally welcome you to Aberdeen with the traditional Gaelic welcome – ceud mìle fàilte – A hundred thousand welcomes!

## **Now down to the nitty-gritty:**

### **Student Visa Eligibility**

Edited from:

<http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/>

### **Who can apply?**

You can apply for an adult student visa (if you are 18 or over) if you are coming to the United Kingdom for your post-16 education.

### **How long can I come for?**

| <b>Type of course</b> | <b>Length of course</b>                     | <b>Length of stay allowed</b>   |
|-----------------------|---|---|
| Degree level or above | 12 months or more                           | The full length of the course<br><br>plus<br><br>four months after the end of your course |
| Degree level or above | Six months or more, but less than 12 months | The full length of the course<br><br>plus<br><br>two months after the end of your course  |



## What do I need to apply?

You need 40 points to be able to apply for a student visa and must provide the proof needed with your application form.

| Points | What you gets points for  | Proof and documents needed  |
|--------|---|---|
| 30     | Doing a course (at an acceptable level) with an approved education provider (also known as sponsorship) | Visa letter from your approved education provider, and the documents used to get the visa letter  |
| 10     | Having enough money to cover your course fees and monthly living costs (also known as maintenance)      | Bank statement or letter confirming that you have enough money available to cover your course fees and monthly living costs for up to one year, at the time you submit your application |

You must be able to prove that the money you need to apply has been in your account for 28 days before you submit your application.

Canada and USA are considered 'low risk' countries, so you do not need to include mentioned documents with your application. However, you must confirm on your application form that you meet the requirements set out here and that you hold the required documents. UKBA reserve the right to request any or all of these documents, and will refuse your application if you do not provide them.

<http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/evidence>.

- You must also arrange to have your photograph taken and give your fingerprints, which are known as biometric information. See [Biometrics](#) for more information. If you are applying from outside the United Kingdom, you must attend in person to register your biometric data at the offices of the British mission, visa issuing post or in certain cases, the host government.

All UK visa applicants, save for those benefiting from a limited number of exemptions and exceptions, are required to provide biometric data (UKBA will take 10-digit finger scans and a digital photograph for our records) as part of the application process.

You will have to go in person to your nearest [visa application centre](#) to provide your biometrics and submit your application.

Your visa application will not be processed until you have provided the necessary biometric information. The finger scans are electronic so the members of staff do not need to use any ink, liquid or chemicals. You will have your digital photograph taken at the same time and the whole procedure should take no more than five minutes to complete. You should make sure that you do not have any decoration (such as henna), or any cuts or other markings on your fingertips before having your finger scans. You should also make sure that if you have any cuts and bruises on your face, they have healed or disappeared before you have your photograph taken. Digital photographs must be of your full face and you should not wear sunglasses, a hat or any other head covering (unless you wear it for cultural or religious reasons but the face must not be covered).

If you are in [Canada](#) you must apply through WorldBridge Service.

(<https://www.visainfoservices.com/Pages/Welcome.aspx>)

**Canada** - WorldBridge Service centres are located in [Edmonton](#), [Ottawa](#), [Toronto](#) and [Vancouver](#).

If you are in the [United States](#) you must apply [online](#).

(<http://www.visa4uk.fco.gov.uk/Welcome.htm> )

**USA** - Biometric finger scans are collected at one of 129 Application Support Centres throughout the United States. You will be able to book an appointment to have your finger scan once you have completed your online application.

### **Approved education provider**

Education providers are approved by UK Borders Agency when they give them, a licence to teach international students in the United Kingdom, and add them to the tier 4 register of sponsors. Once

**Robert Gordon University,  
a Scottish charity registered under charity number SCO 13781.**

you have chosen an education provider to study with, you can check to see if they are on the [tier 4 register of sponsors](#). If the education provider is not on the register, you will not be able to get a student visa. (Robert Gordon University is Tier 4; 'A' rated – highly trusted).

### Course at an acceptable level

You can do courses that lead to an approved qualification and are:

- approved at level 3 or above on the National Qualifications framework (NQF); approved at the same level in the Scottish Credit and Qualifications Framework (SCQF); **This is the category you will be applying for.**
- short-term study abroad programmes in the United Kingdom as part of your qualification at an overseas higher education institution, as long as the qualification is confirmed as the same as a United Kingdom degree level by UK NARIC. (Which it is)

### Money needed

The money that you need includes course fees and monthly living costs. The monthly living costs needed depends on where you are studying. As a citizen of the USA or Canada, both of which are considered low risk applicant countries, it is unlikely that you will be required to provide financial information.

<http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/can-you-apply/money/how-much>

| Length of course      | Where will study | Money needed   |
|-----------------------|------------------|--|
| Nine months or less   | Outside London   | Course fees<br>and<br>£800 for each calendar month of the course |
| More than nine months | Outside London   | First year of fees   |



|  |  |   |
|--|--|---|
|  |  | and<br><br>£7,200 to cover living costs the first nine months in the United Kingdom |
|--|--|---|

### How much does a student visa cost?

The student visa application fee depends on where you apply from:

Inside the United Kingdom by post - £406

Inside the United Kingdom by person - £781

Outside the United Kingdom - £298

(Prices as of February 2014)

<http://www.ukba.homeoffice.gov.uk/aboutus/fees>

### What application form should I use?

Community College students should use the online system at:

<http://www.visa4uk.fco.gov.uk/Welcome.htm>

**Canada** Once this form has been completed, an appointment must be made with WorldBridge Services via their website in order to complete the process.

### What else do Community College Scholars need to do?

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To gain credits and a Bachelor award at Robert Gordon University, you must apply to be accepted as a student. You will need to apply online through the UK National System called UCAS (Universities and Colleges Admissions Service). You will need to pay a fee of approximately £12 to apply. You can do this with a credit card.

All offers of a place will include a condition of making a pre-payment of 40% of the first year Tuition Fees. This fee is refundable if your visa application is unsuccessful or there are extenuating circumstances which means you can no longer start your studies with us. Once you've made this payment and met any other conditions of entry, you will be issued a CAS (Confirmation of

Acceptance for Studies) which you **MUST** have before making your Tier 4 General Student Visa application.

Guide to Tuition Fees

<http://www.rgu.ac.uk/9176D9A5-1D62-11DF-9DA8000D609CB064>

To apply, you will need the University code name and number:

Institution code name: **RGU**

Institution code number: **R36**

We do not have a campus code.

The code for the course you are applying for is:

**M114** - Law

**M990** – Law & Management

**N201** - Management

**N120** - International Business Management

**N2N5** - Management with Marketing

**N2N6** - Management with HRM

**N221** - International Hospitality Management

**N420** – Accounting & Finance

**N820** – Events Management

**N840** – International Tourism Management

**P210** – Public Relations

**P300** - Media

**P500** – Journalism

**WN22** – Fashion Management

For the question, 'Point of entry' – please enter '**3**'

For the question, 'Who will pay your fees?' – you should answer 'Self' or 'parents'

Please apply online via the UCAS website at:

- [www.ucas.com/apply](http://www.ucas.com/apply)

Applications should reach UCAS between 1 September and 1 June, but please try to get your application in early – International students will require a Confirmation of Acceptance for Studies (CAS) Number in order to apply for a Tier 4 student visa. Your CAS Number can only be issued once your UCAS application has been submitted and you have **accepted** an offer of a place from the university.

Once you have applied, you will hear from UCAS and us.

**Robert Gordon University,  
a Scottish charity registered under charity number SCO 13781.**

Once we have accepted your application, you will be sent an official 'Offer Letter'. You are required to pass all of your courses at your Community College with a grade point average of 3.0 prior to departure, but you will receive an offer which is 'unconditional' as this will then allow you to apply online for RGU accommodation. For information regarding University accommodation, please visit <http://www.rgu.ac.uk/accommodation>.

Applications for accommodation are made online via the **Roomonline booking system**, the link to which can be found on the Accommodation website. You can only register and apply on Roomonline when you have accepted your unconditional offer of a place at RGU. If you have problems with this then please contact the RGU Study Abroad Administrator, Morag Kennedy [m.s.kennedy@rgu.ac.uk](mailto:m.s.kennedy@rgu.ac.uk)

Remember to carry all your documentation e.g. visa letter, offer letter in your hand luggage so that they can be inspected at UK Border control if required.

## **Scholarships and Recourses**

### **Saltire Scholarship.**

Students from the US and Canada can also apply for a **Saltire Scholarship**. Designed to encourage and promote the mobility of US and Canadian students to Scotland, the Scottish government offers a £2000 award to successful applicants for any course at Robert Gordon University. For more information, please visit [www.talentscotland.com/Students/Study/Scholarships.aspx](http://www.talentscotland.com/Students/Study/Scholarships.aspx)

### **RGU Dean's Scholarship**

This £1000 scholarship is awarded to all students who are successfully accepted onto a degree programme at RGU to help with fees. In order to claim it, please email Morag Kennedy ([m.s.kennedy@rgu.ac.uk](mailto:m.s.kennedy@rgu.ac.uk)) providing proof of your acceptance into the university. The discount will then be deducted from your fees.

## **IIE (Institute of International Education) Administered Programs:**

### **Benjamin A. Gilman International Scholarship Program**

Awards of up to \$5,000 to support U.S. citizen undergraduates receiving federal Pell Grant funding at two-year or four-year colleges or universities to study abroad. Students studying a Critical Need Language may receive an award for \$8,000. This program is sponsored by the U.S. Department of State, Bureau of Educational and Cultural Affairs. **Deadline:** March for Summer & Fall/Academic



Year programs; October for Spring programs. **Website:**  
<http://www.iie.org/gilman>

### **Fulbright U.S. Student Program**

Sponsored by the U.S. Department of State, Bureau of Educational and Cultural Affairs, Fulbright is the largest U.S. international exchange program offering opportunities for students, scholars and professionals to undertake international graduate study, advanced research, university teaching, and teaching in elementary and secondary schools worldwide. Deadline: October. **Website:**  
<http://www.us.fulbrightonline.org>

### **When to arrive**

You should aim to arrive in the UK with some time to spare before the start of your course. Induction and orientation usually begins 1 week before the official start date of your course. You should therefore aim to arrive in the UK a few days before your induction begins so you have time to settle in.



Not only does this mean that you can participate in the events during this period; it also allows you some time to recover from your journey and to familiarise yourself with the University and the City of Aberdeen. Arriving at this time will also enable you to

sort out the administrative aspects of your stay, such as opening a bank account and registering with a doctor. There is no charge for registering with a Doctor in the UK.

### **What to bring** **Money**

There is no restriction on bringing money into the UK. However, you must declare to UK Customs if you bring more than the equivalent of \$10,000 (approx. CAD \$9,750, or GBP £8,000). This includes currency, travellers cheques and bankers drafts.

**DO NOT CARRY LARGE AMOUNTS OF HARD CURRENCY IN YOUR PERSONAL BELONGINGS.** It is simply not safe to do so, and once the money is lost it cannot be replaced.

The best and safest way to bring money is to either bring Sterling travellers cheques or arrange two bank drafts:

- one payable to The Robert Gordon University for your fees, with your student number and name on the back or as the reference details, and
- one for your living costs, payable to your own name

In addition to these, you should bring around £200 - £300 in cash and travellers cheques or a pre-loaded card for your first few days in Scotland. Do not bring it all in cash for safety reasons.

Your fees will be payable in advance. If you are in receipt of a Scholarship, this will be shown as a discount on your tuition fees.

### **Documents**

While you are a student in the UK, you will need to have certain documents with you (such as visa extension applications) for administrative and local tax purposes. The most important are:

- Your passport
- Your Unconditional Offer Letter
- Bank statements - don't throw them out
- Pay slips you receive from part-time work
- Affidavits of support from your parents (if you applied for your visa with them)
- Letters of sponsorship from company, government or sponsor agency (this can be your community college)

### **Identification**

There is no requirement in the United Kingdom to carry official documentation with you in your daily life and there is no national compulsory system of identification.

Therefore, there is no need to carry your passport or any similarly important documents around with you every day.

The official age to drink alcohol in the UK is 18 and you may be asked to provide proof of age in restaurants, pubs and bars.

### **Clothes**

Usual winter temperatures in Aberdeen range from around -3 to 6 degrees Celsius (25 to 42 Fahrenheit), but the city has been known to reach lows of between -10 and -18 °C (15 to -2 Fahrenheit) so come prepared.

Remember: several thin layers of clothes are warmer than one thick jumper or jacket.

We recommend that you pack some long sleeved jerseys or pullovers, a warm jacket, strong footwear and heavy socks. If these items are difficult to obtain in your home country, there are plenty of places in Aberdeen where you can buy warm clothing at comparatively cheap prices.

Contrary to popular belief, Scotland does also sometimes experience some fantastic summer weather! Temperatures can get into the high 20s Celsius (early 80s Fahrenheit) and the beach and public gardens provide beautiful spots to enjoy the sun.

### **Electrical Equipment**

If you bring computer or electrical equipment, you should get them insured as soon as you arrive as repairs can be expensive. Most computer and electrical goods retailers can assist you in choosing the right insurance package for you.

The electrical system operates on a voltage of 220 volts and electrical sockets use a 3-pin system.

You will need to bring an adapter with you. These can normally be bought at airports or large department stores in your home country.

### **What NOT to bring**

It is illegal to bring certain items into the UK. These include some foodstuffs such as dairy products, meat products and dry foods. It would therefore be safest not to pack these items at all.

Aberdeen has a good number of halal and Asian food shops and a large Chinese supermarket; kosher foods are also freely available so you will be able to get many of the foods you enjoy at home, in Aberdeen.

Please also remember that it is a criminal offence to attempt to bring drugs into the UK and the penalties for possession of drugs are strictly enforced.

To avoid any confusion when you arrive, ensure any medicinal drugs whether pharmaceuticals or traditional remedies (such as Chinese medicine or Ayurvedic treatments) - are in clearly labelled bottles or sealed packaging.

### **Meet and Greet**

During enrolment a Meet & Greet service is offered to all International Students at Aberdeen Airport.

A Student Ambassador will be at the airport between 9am and 10pm to provide important information and guidance, including advice on onward travel to your accommodation. He/she will be easily identifiable wearing a purple RGU T-Shirt.

Please note that the University will provide a free minibus service at advertised times during the day, to take you to RGU Halls of Residence. Space is limited therefore seats will be given on a first come first served basis. You can also choose to pay for your onward travel by bus or taxi and you should ensure you have enough money to do so.

Please note: we cannot collect students arriving at other UK or Scottish Airports, or the train or bus stations, nor are we able to meet students who arrive in private transport.

There are direct flights from Canada/USA to Glasgow, however, the train or road connection to Aberdeen is about 2.5 – 3 hours. There are very good connections to Aberdeen Airport from London Heathrow, London Gatwick, Paris, Amsterdam, Frankfurt and Copenhagen. British Airways, Air France and KLM have connecting flights – together with partners United, AA, and Delta.

### Medical Treatment

As an International Student you are entitled to free healthcare on the NHS (National Health Service). This only covers treatment by NHS administered practices.

**It is important to register with a GP soon after you arrive to ensure you are covered in an emergency. We will advise you on arrival.**

If you have any further questions, please contact:

Richard Barnes  
Head of International Academic Development  
Aberdeen Business School, Study Abroad Office  
Garthdee Campus  
Garthdee  
Aberdeen AB10 7QE  
United Kingdom

Tel: +44(0) 1224 263030  
Email: [r.barnes@rgu.ac.uk](mailto:r.barnes@rgu.ac.uk)

Some useful links

|  |   |
|--|---|
| RGU website                                  | <a href="http://www.rgu.ac.uk/">http://www.rgu.ac.uk/</a>   |
| RGU website for International Students       | <a href="http://www.rgu.ac.uk/future-students/international-students/after-you-apply">http://www.rgu.ac.uk/future-students/international-students/after-you-apply</a>   |
| RGU International Students Pre-Arrival Guide | <a href="http://www.rgu.ac.uk/download.cfm?downloadfile=92ED26B4-AACC-11DF-8CC2000D609CAA9F&amp;typename=dmFile&amp;fieldname=filename">http://www.rgu.ac.uk/download.cfm?downloadfile=92ED26B4-AACC-11DF-8CC2000D609CAA9F&amp;typename=dmFile&amp;fieldname=filename</a> |
| Aberdeen airport                             | <a href="http://www.aberdeenairport.com/">http://www.aberdeenairport.com/</a>   |
| Train tickets                                | <a href="http://www.thetrainline.co.uk/default.asp">http://www.thetrainline.co.uk/default.asp</a>   |
| Tourist information                          | <a href="http://www.aberdeen-grampian.com/">http://www.aberdeen-grampian.com/</a>   |



|               |   |
|---------------|---|
| Aberdeen City | <a href="http://www.aberdeen-city.co.uk/">http://www.aberdeen-city.co.uk/</a>   |
| Transport     | <a href="http://www.rgu.ac.uk/transport/home/page.cfm">http://www.rgu.ac.uk/transport/home/page.cfm</a>   |
| Healthcare    | <a href="http://www.rgu.ac.uk/studentservices/international/page.cfm?pge=60688">http://www.rgu.ac.uk/studentservices/international/page.cfm?pge=60688</a> |

**ACADEMIC CALENDAR 2014-15**

|   |  |
|---|--|
| <b>2014</b> Induction/Freshers Week   | Tuesday 23 September (Monday is a local holiday) |
| Start of First Semester   | Monday 29 September                              |
| Assessment Boards (postgraduate)  | Monday 10 – Friday 14 November                   |
| Last Date of Notification of Assessment Results from November Assessment Boards to Student Administration | Wednesday 19 November                            |
| Award Ceremonies  | Thursday 11 and Friday 12 December               |
| End of First Semester Teaching  | Friday 19 December                               |
| Student Christmas/New Year Break  | Monday 22 December - Friday 2 January            |
| <br><b>2015</b> Reading Week  | <br>Monday 5 - Friday 9 January                  |
| First Semester Assessments  | Saturday 10 - Saturday 24 January                |
| Post Assessment Break   | Monday 26 - Friday 30 January                    |
| End of First Semester   | Friday 30 January                                |
| Start of Second Semester  | Monday 2 February                                |
| Assessment Boards (postgraduate)  | Monday 9 – Friday 20 February                    |
| Last Date of Notification of (provisional) Assessment Results from First Semester Assessments to Students | Monday 23 February                               |
| Student April Break   | Monday 6 - Friday 10 April                       |
| End of Second Semester Teaching   | Friday 1 May                                     |
| Reading Week  | Monday 4 May - Friday 8 May                      |
| Second Semester Assessments   | Saturday 9 - Saturday 23 May                     |
| End of Second Semester for all Students except Final Year Honours Students                                | Friday 22 May                                    |
| Marking Weeks   | Monday 25 May - Friday 5 June                    |
| Start of Third Semester (where applicable)  | Monday 1 June                                    |
| Assessment Boards (undergraduate and postgraduate)  | Monday 8 - Thursday 18 June                      |
| End of Second Semester for Final Year Honours Students  | Thursday 18 June                                 |
| Last Date of Notification of Assessment Results to Student Administration                                 | Monday 22 June                                   |
| Award Ceremonies  | Tuesday 14 – Friday 17 July                      |
| Re-sit Assessments (undergraduate and postgraduate)   | Saturday 8 - Saturday 22 August                  |
| Marking Week  | Monday 24 - Friday 28 August                     |
| Re-sit Assessment Boards  | Monday 31 August – Friday 4 September            |
| End of Third Semester (where applicable)  | Friday 11 September                              |

**ADVANCED ENTRY AGREEMENT**

between

**THE ROBERT GORDON UNIVERSITY**, a body corporate incorporated under The Robert Gordon University (Establishment) (Scotland) Order 2006, a Scottish Charity (Charity Number SC013781) and having its principal administrative office at Garthdee House, Garthdee Road, Aberdeen, AB10 7QB ("RGU")

and

**TECHNICAL COLLEGE SYSTEM OF GEORGIA**, a State of Georgia Agency responsible for the oversight and operations of postsecondary technical colleges, adult literacy programs, the "Quick Start" program and other programs and services pursuant to the Official Code of Georgia Annotated (O.C.G.A.) § 20-4-14 et. seq.; and having its principal administrative office at 1800 Century Place NE, Atlanta, Georgia 30345, (the "Partner")

(together the "Parties")

**1. Purpose**

This Agreement specifies the eligibility requirements for students on the stated Technical College System of Georgia course(s) to apply for entry with advanced standing to the named degree courses(s) offered by RGU.

**2. Eligibility Requirements**

|   |                  |
|---|------------------|
| <b>Name of Partner Institution degree / course(s):</b><br>Associate of Science Degree in Information Technology |                  |
| <b>Name of RGU course:</b><br>BSc (Hons) Computing (Application Software Development)                           |                  |
| <b>Point of entry to RGU course:</b>  | - Year (Stage) 3 |

|   |   |
|---|---|
| <b>Conditions of application to the above RGU course:</b> | <ul style="list-style-type: none"> <li>- Satisfactory completion of the Associate of Science in Information Technology degree.</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a TCSG faculty member.</li> <li>- Where the applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
|---|---|

|  |                  |
|--|------------------|
| <b>Name of Partner Institution degree / course(s):</b><br>Associate of Applied Science Degree in: <ul style="list-style-type: none"> <li>• Computer Programming</li> <li>• Database Specialist</li> <li>• Game Development</li> <li>• Information Technology Professional</li> <li>• Web Site Design/Development</li> <li>• Web Application Development</li> </ul> |                  |
| <b>Name of RGU course:</b><br>BSc (Hons) Computing (Application Software Development)  |                  |
| <b>Point of entry to RGU course:</b>   | - Year (Stage) 3 |



|   |   |
|---|---|
| <b>Conditions of application to the above RGU course:</b> | <ul style="list-style-type: none"> <li>- Satisfactory completion of an Associate of Applied Science Degree in one of the above named TCSG courses.</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a TCSG faculty member.</li> <li>- Where the applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
|---|---|

|  |  |
|--|--|
| <b>Name of Partner Institution courses:</b><br>Associate of Applied Science Degree in: <ul style="list-style-type: none"> <li>• PC Maintenance Specialist</li> <li>• Information Technology</li> <li>• Computer Support Specialist</li> <li>• Networking Specialist</li> </ul> |  |
| <b>Name of RGU course:</b><br>BSc (Hons) Computer Network Management and Design  |  |
| <b>Point of entry to RGU course:</b>   | - Year (Stage) 3   |
| <b>Conditions of application to the above RGU course:</b>  | <ul style="list-style-type: none"> <li>- Satisfactory completion of an Associate's Degree in one of the above named TCSG courses.</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a TCSG faculty member.</li> <li>- Where the applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |

|  |  |
|--|--|
| <b>Name of Partner Institution courses:</b><br>Associate of Applied Science Degree in Design and Media Production Technology |  |
| <b>Name of RGU course:</b><br>BSc (Hons) Digital Media   |  |
| <b>Point of entry to RGU course:</b>   | - Year (Stage) 3   |
| <b>Conditions of application to the above RGU course:</b>  | <ul style="list-style-type: none"> <li>- Satisfactory completion of an Associate's Degree in one of the above named TCSG courses.</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a TCSG faculty member.</li> <li>- Where the applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |

**3. Term**

This Agreement shall be valid for a period of 5 years from the last date of signature.

In the event that there is a change of curriculum or change to the relevant eligibility requirements, this Agreement shall terminate and the Parties shall, as appropriate, discuss entering into a revised Advanced Entry Agreement.

**Agreement Authorised by:**

|   |                        |
|---|------------------------|
| Signature: <i>C. Jayne</i>  |                        |
| Chrisina Jayne<br>Head, School of Computing<br>Robert Gordon University | Date<br><i>2.24.16</i> |

|   |                        |
|---|------------------------|
| Signature: <i>Gretchen Corbin</i>                                   |                        |
| Commissioner Gretchen Corbin<br>Technical College System of Georgia | Date<br><i>2.23.16</i> |

**ADVANCED ENTRY AGREEMENT**

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**2. Eligibility Requirements**

|  |          |
|--|----------|
| Name of Technical College System of Georgia course:                            |          |
| <b>Hotel/Restaurant/Tourism Management Associate of Applied Science Degree</b> |          |
| Name of RGU course:  |          |
| <b>BA(Hons) International Hospitality Management</b>                           |          |
| Point of entry to RGU course:  | - Year 3 |




|  |  |
|--|--|
| Conditions of application to the above RGU course: | <ul style="list-style-type: none"> <li>- Satisfactory completion of the above named course with a total of 60 credits, including the required electives: MGMT 2205, MKTG 1370 and the Servsafe program</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Member Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
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#### Agreement Authorised by:

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Prof. Rita Marcella<br>Dean, Aberdeen Business School<br>Robert Gordon University              | Date<br>10/20/2015 |

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Commissioner Gretchen Corbin<br>Technical College System of Georgia                            | Date<br>10/20/2015 |

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**2. Eligibility Requirements**

|  |          |
|--|----------|
| Name of Partner Institution course:  |          |
| <b>Hotel/Restaurant/Tourism Management Associate of Applied Science Degree</b> |          |
| Name of RGU course:  |          |
| <b>BA(Hons) International Tourism Management</b>                               |          |
| Point of entry to RGU course:  | - Year 3 |


|   |   |
|---|---|
| <p>Conditions of application to the above RGU course:</p> | <ul style="list-style-type: none"> <li>- Satisfactory completion of the above named course with a total of 60 credits including the required electives: MGMT 2205, MGMT 1105 and MKTG 1370</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Partner Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
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| Signature:  |                    |
| Prof. Rita Marcella<br>Dean, Aberdeen Business School<br>Robert Gordon University              | Date<br>10/20/2015 |

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Commissioner Gretchen Corbin<br>Technical College System of Georgia                            | Date<br>10/20/2015 |



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**2. Eligibility Requirements**

|   |          |
|---|----------|
| Name of Partner Institution course:<br><br><b>Marketing Management AAS degree</b> |          |
| Name of RGU course:<br><br><b>BA(Hons) Management with Marketing</b>              |          |
| Point of entry to RGU course:   | - Year 3 |




|  |   |
|--|---|
| Conditions of application to the above RGU course: | <ul style="list-style-type: none"> <li>- Satisfactory completion of the above named course with a total of 60 credits.</li> <li>- A grade point average of 3.0 or above.</li> <li>- A reference deemed suitable by RGU from a relevant TCSG Partner Institution faculty member.</li> <li>- Where an applicant's first language is not English, satisfactory evidence that they meet the general English language requirements of RGU may be required.</li> <li>- Applicants must be eligible to obtain the requisite visa to enter the United Kingdom for study purposes.</li> <li>- Entry is subject to places being available.</li> </ul> |
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In the event that there is a change of curriculum or change to the relevant eligibility requirements, this Agreement shall terminate and the Parties shall, as appropriate, discuss entering into a revised Advanced Entry Agreement.

#### Agreement Authorised by:

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Prof. Rita Marcella<br>Dean, Aberdeen Business School<br>Robert Gordon University              | Date<br>10/20/2015 |

|  |                    |
|--|--------------------|
| Signature:  |                    |
| Commissioner Gretchen Corbin<br>Technical College System of Georgia                            | Date<br>10/20/2015 |