

## MSc International Business

### Information about studying abroad in semester 2

If you decide to study abroad as part of the MSc International Business, you will receive a lot of information about the process from the International Relations Office, and your international host institution will provide detailed information about all aspects of your exchange.

To help you find out more about what is involved and to start the application process, here are some useful questions and answers, that cover the following areas:

- 1) When and where can I study on exchange
- 2) Applying
- 3) Application Timeline
- 4) Academic information
- 5) Finance
- 6) Coronavirus
- 7) Other practical information, including visas and accommodation
- 8) Next steps

#### **Q: When can I study abroad?**

A: Students on our MSc in International Business can study abroad during the second semester of the programme.

#### **Q: Where can I study?**

In 2022-23 students will be able to study at the following partner universities or business schools which have been carefully chosen to ensure that you study the right modules for your programme:

<b>Country</b>	<b>Location</b>	<b>Institution</b>
Belgium	Brussels	Solvay Brussels School of Economics & Management
Finland	Helsinki	Hanken School of Economics
France	Marseille (or Bordeaux)	Kedge Business School
France	Nantes	Audencia Business School
India	Mumbai	Indian Institute of Technology (IIT) Bombay
Netherlands	Amsterdam	VU University Amsterdam
Portugal	Lisbon	Catolica-Lisbon
Taiwan	Taipei	National Chengchi University (NCCU)
Denmark	Aarhus	Aarhus University

#### **Applying**

The deadline for applications is **5<sup>th</sup> October 2022**.

To apply, you must return your completed application form to us before this deadline. The application form will be made available to you via the International Relations Team in September 2022.

The deadline to apply for a study exchange is very shortly after your arrival. This is because our partners' application deadlines are just after this. We therefore encourage you to research your options before you arrive and ask you to let the International Relations Office know if you are considering studying abroad before 9<sup>th</sup> September 2022, so that we can provide you with further information before your arrival at Loughborough.

When you arrive, you then need to attend a preparation session and meet the Academic Exchange Co-Ordinator Dr Angelika Zimmermann to discuss module choices.

Please see the application timeline below for a basic overview of the application process.

### **Application timeline**

#### **Before you arrive at SBE**

9 September	By this date, email the International Relations Office (IRO) at <a href="mailto:sbe.international@lboro.ac.uk">sbe.international@lboro.ac.uk</a> if you are considering studying abroad in semester 2.
September (ongoing)	Liaise with the IRO to find out more about your international study options, the application process and book an online appointment to speak to a member of the team. You should also begin to find out about any immigration requirements and timescales for applying for visas.

#### **After arrival at SBE**

30 September (TBC)	Attend the MSc International Business Induction session where there will also be information on studying abroad in semester 2.
3-4 October	Attend an individual meeting (usually via Teams) with Dr Angelika Zimmermann (and the IRO if you haven't done so) to discuss your choices in detail and to get advice about completing your application form.
5 October	Application deadline.

7 October	By this date, the IRO will inform you of the outcome of your application and allocate you an exchange place. Once you accept, you are then committed to studying abroad. We then immediately nominate students to our partners and they will contact you to apply.
From 10 October	You apply online to your host institution – the timing of this will depend on their individual timescales however most deadlines are around <b>mid-October</b> .

### **Academic information**

#### **Q: What do I study whilst on exchange?**

A: The credits you gain during semester 2 will count towards your final degree, so the modules you study abroad must be relevant to your course. Our current partners have been chosen carefully with this in mind.

You must discuss your module choices with Dr Angelika Zimmermann, Exchange Co-Ordinator for MSc International Business, before you submit your application to study abroad (e.g. at the latest by the 5<sup>th</sup> October). You will have access to partner fact sheets and module lists to help you to identify the modules that you would like to study. Dr Zimmermann must approve your choices.

#### **Q: Do I need language skills other than English?**

A: You do not have to speak a foreign language in order to study abroad. Our MSc exchange partners have been chosen because they teach in English, although we recommend trying to obtain a basic understanding of the host country language to help you settle in and with everyday tasks (shopping, using public transport etc.).

Often our partners offer introductory language classes, so your exchange provides the opportunity to improve your language skills. You may also be able to prepare by studying an extra-curricular language module in semester 1 at Loughborough at the University Language Centre.

#### **Q: How are grades achieved abroad converted into Loughborough grades?**

A: Marking systems differ at different universities therefore the grades you obtain at your international host university will have to be converted or aggregated to the Loughborough scale. This means that the grade your host university gives might turn out to be different to your final Loughborough grade – it could be either higher or lower depending on their marking system. You will end up with one average mark for your semester abroad. We use grade conversion charts as guides to help us ensure that final grades are correct and fair.

#### **Q: What happens if I fail an exam at my host university?**

A: You must pass an equivalent number of credits as you would if you were studying in Loughborough for the semester. If you fail an exam you will have to re-sit it. You may have to return to your host university to do this, though you may be able to re-sit it in Loughborough.

**Q: Who will advise me about academic issues?**

A: Dr Angelika Zimmermann will advise you on the academic aspects of studying at your host university, including choosing your modules.

**Q: What is a learning agreement?**

A: Learning agreements contain details of the modules which you will take at your host university and are contracts between the student, the home institution and the host institution. These must be agreed beforehand in conjunction with Dr Angelika Zimmermann. Your learning agreement will ensure that you take appropriate modules when you are abroad, and that you will receive your correct number of credits.

**Q: What is my expected workload?**

A: You must study the same amount of credits abroad as you would study in Loughborough, which equates to a full-time workload in your host country. Dr Angelika Zimmermann or the International Relations Office will be able to advise on the full-time equivalent for specific partners.

**Finance**

**Q: What fees must I pay?**

A: You pay the normal (home or international) tuition fee to Loughborough University, as if you were studying at Loughborough for the whole year. You do not pay any **tuition** fees to the host university.

**Q: Are there any scholarships available?**

A: Students may be eligible to apply for the UK Government's Turing Scheme. This is a contribution to the costs of studying abroad. Please note that funding is not guaranteed. You can find more information on the Turing Scheme here: [www.turing-scheme.org.uk](http://www.turing-scheme.org.uk)

**Coronavirus**

**Q: Could coronavirus affect my plans to study abroad?**

A: Yes, unfortunately this is still possible. We follow advice from our central University, the Foreign, Commonwealth and Development Office, as well as our partner institutions. If travel restrictions are put in place or an exchange partner cancels its exchange semester, then it is possible that the international semester abroad cannot take place. We have ongoing dialogue with our partners, so we know that currently, partners are intending to welcome exchange students in semester 2. However, this could change in line with developments linked to COVID-19 and you must be aware that, even if you are offered a space, there is no guarantee that your exchange semester will definitely take place.

### **Other practical information**

#### **Q: I am an international student. Can I participate in an exchange programme?**

A: Yes, you can take part in an exchange programme. Talk to the International Relations team for more information. Please be particularly aware of information on fees and visa requirements for your nationality.

#### **Q: Am I guaranteed a place at my preferred institution?**

A: There are a limited number of exchange places at each partner and if demand is higher than places available we will have to choose between applicants, basing our decision mainly on academic achievement, and personal statement.

You will be able to list 3 destinations in order of preference when you make your application. This will give you a better chance of studying abroad. However, if demand greatly exceeds of the number of study abroad places, it may not be possible to offer all students a place.

If we feel that your preferred institution is not a suitable academic destination for you, or you have not made a strong enough application, we will not be able to offer to a place. This happens very rarely but it is a reason why it is so important to discuss your choices with us and with your Exchange Co-Ordinator, Dr Angelika Zimmermann, in good time.

#### **Q: How do I apply for accommodation for my period studying abroad?**

A: Your host university will explain what kind of accommodation is available and the application process. The kind of housing available to you will differ depending on your host university - it might be on-campus or in private accommodation off-campus. Please note that many universities do not guarantee places in student accommodation and you should be prepared to search yourself if necessary.

#### **Q: I won't need accommodation in Loughborough for the whole year so what options are available to me and what must I to do?**

A: You will have the support of the Student Accommodation Centre at Loughborough to find accommodation on campus in semester 1 and 3.

We recommend that you let us know that you are considering studying abroad as soon as possible. We will then notify the University's Accommodation Office who will contact you directly and tell you how to make your application.

You will be given a reduced contract by providing evidence of your study abroad – for this, our office will prepare a letter confirming your study exchange in semester 2. Further information on your contract dates will be provided by the Student Accommodation Centre in your accommodation offer email.

You can also find privately rented accommodation, but you should be aware that private landlords usually expect students to sign a year's contract, so we recommend trying to secure housing on-campus.

**Q: How much should I expect to budget for living costs?**

A: This will depend on where you go. Your international host university should be able to let you know what local living costs are likely to be. The partners' fact sheets that are available will provide guidance on costs for accommodation and general living expenses.

**Q: Will I need a visa?**

A: This depends on where you are going to study. EU/EEA passport or nationality holders do not need a visa to study elsewhere in the EU. Anyone else will almost certainly need a visa.

It is your responsibility to check that you have understood the correct immigration requirements for you, and to take any necessary steps in time. Your host university may be able to help you with this and you can check with the relevant Embassy visa section.

When you arrive at SBE you will soon be busy with your semester 1 workload, and so the sooner you begin to research the immigration requirements for you to study at different locations, the easier it will be for you to make your study abroad preparations.

**NEXT STEPS & PLANNING**

**Q: I'm very interested in studying abroad as part of my MSc programme so what do I do next?**

A: You will need to make your application by 5<sup>th</sup> October, which is very soon after the start of the first semester. Therefore, you must start planning even before your arrival. Please contact us as soon as possible before you arrive and by **10<sup>th</sup> September at the latest** to register your interest. We can then give you more information about the study abroad destinations, answer your questions and advise you on the application process. We usually do this via an online meeting. You will then find it much easier to make your decisions and submit your application on time.

Email us at [sbe.international@lboro.ac.uk](mailto:sbe.international@lboro.ac.uk) with any questions or to arrange to talk to us.