



ACADEMIC
STUDIES ABROAD

Site-Specific Guide – Oxford

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Please see our [Pre-Departure Guide for All Programs](#) for additional important pre-departure information!

PRE-DEPARTURE

Important Phone Numbers

**** PROGRAM THESE EMERGENCY NUMBERS INTO YOUR CELL PHONE****

<p><u>ASA Office in Boston, MA</u> Academic Studies Abroad 16 Cohasset St. Roslindale, MA 02131-3013 Tel: 617-327-9388 Lee Frankel Emergency Cell: 413-221-4559 Fax: 617-327-9390 E-mail: info@academicstudies.com</p> <p>Lee Frankel, Director lee@academicstudies.com Chelsea Kaloupek, Programs Manager chelsea@academicstudies.com</p>	<p><u>Oxford Brookes University</u> Headington Campus Gipsy Lane Oxford OX3 0BP UK Main Tel: 0 1865-741111</p> <p><u>International Office at Oxford Brookes University</u> Headington Campus Headington Hill Hall Oxford OX3 0BP UK Tel: 0 1865 484 955 Email: studyabroad@brookes.ac.uk</p>
<p><u>ASA Site Director in Oxford – Hannah Penwarden</u></p> <p>► Cell Phone (Save THIS number in your Phone Contacts): +44 786 798 8428</p> <p>If you save Hannah's number exactly as above and have the app Whatsapp, you can text/call her for free if your phone is connected to WiFi or data.</p> <p>If direct dialing: 011 44 786 798 8428 (from the U.S.) 0 786 798 8428 (in the UK)</p> <p>Email: hpenwarden@hotmail.co.uk</p>	
<p><u>U.S. Embassy in London</u> https://uk.usembassy.gov/ 24 Grosvenor Square, W1A 1AE (tube: Bond Street) For emergencies involving U.S. citizens, call +44 (0) 20 7499 9000</p> <p>** See international dialing instructions on next page.**</p>	<p><u>Emergency Numbers</u> <i>(As dialed in the UK)</i> Hannah Penwarden (ASA Site Director): 0 786 798 8428 Oxford Brookes after-hours emergency line: 0 1865 483 060 <i>(Campus Services – will connect you to senior staff on call)</i> New Student Advice Services, Gipsy Lane: (open Arrivals Week): 0 1865 483 935 Police, Fire, Ambulance: 999 Oxford Brookes Accommodation Office: 0 1865 484 660 Clive Booth Hall: 0 1865 485 032 / 0 1865 485 013 / 0 1865 485 014</p>

In an emergency, please contact your ASA Site Director or the ASA office immediately. It is of utmost importance that you notify your Site Director of any problems, issues, or concerns that you encounter while you're abroad.

International Dialing Instructions

011 = INTERNATIONAL DIALING CODE 44 = COUNTRY CODE (UK)

--Within the UK: Dial the local number as is, including the beginning 0.

--How to call the UK from the U.S.: Dial 011 44 plus the local number, but drop the first 0 of the local number. For example, if the number you're trying to call is 0 1865 483 060, then you would dial 011-44-1865 483 060.

--How to Call the U.S. from the UK: 001 + area code and number

Passport and Visa

All students must have a passport that is valid for at least 6 months beyond the day you plan to return to the U.S.

You must have your passport stamped upon your first entry into the UK! This will document your entry into the country; failing to get your passport stamped could cause problems with your visa.

How to get your Short Term Study Visa

If you are studying in the UK for one Semester, you will need to pack the following documents in your carry-on and present them at the Immigration checkpoint at Heathrow airport (after you get off the plane). These documents are required to be issued a Short Term Study Visa (it is a stamp placed in your passport).

- 1) **Offer Letter from Oxford Brookes University, and Short Term Study Visa Letter from ASA (addressed "TO: The UK Visas and Immigration.") Both will be emailed to you prior to departure.**
- 2) Valid **passport** that does not expire for at least 6 months past your proposed return date from the UK. Check your passport's expiration date!
- 3) **Proof of funding for your stay in the UK.** Your Short Term Study Visa Letter from ASA confirms that you have met your financial obligations with regard to tuition (course fees) and accommodation (housing). *However*, you must also provide proof that you have enough money to live on during your stay. ***You must prove that you have a minimum of US\$200 per week of your stay in the UK.*** Bring bank statements from you or your parents as proof of funds.
- 4) **Round trip plane ticket.**

► **PLEASE READ THE COMPLETE DETAILS about the Short Term Study Visa procedures - [CLICK HERE](#)**

****Every time you leave and re-enter the UK during your semester abroad, you must present the above-listed visa documents when you re-enter. *Don't discard those documents!***

Don't be surprised if the Immigration officer asks you:

1. What is the purpose of your visit to the UK?
2. Where are you studying in the UK?
3. Have you got a letter from the University?
4. Where are you living in the UK?
5. How much money have you got to study in the UK?

What should I do if I lose my passport?

Contact the local police, the U.S. Embassy, and your Site Director immediately. Having a photocopy of your passport on hand will make it MUCH easier to have it replaced.

-U.S. Embassy in London: <https://uk.usembassy.gov/>

Budgeting for Your Trip

The currency in Britain is the **pound sterling (£)**, which is divided into 100 pence. The banknotes are worth £50, £20, £10 and £5; the coins £2, £1, 50p (50 pence), 20p, 10p, 5p, 2p, 1p. Exchange rates fluctuate, so check www.xe.com/ucc/convert.cgi for today's exchange rate.

How much money should I bring?

Recommended amount: **US\$250-300 PER WEEK OF YOUR STAY**

Please note that these are general guidelines based on what past students have reported spending. Some students spend less and others more. The above figures do not allow for traveling every weekend, eating out a lot, or shopping every day.

What expenses should I budget for?

**** Housing, medical insurance, and all other ASA services are not included during the break between semesters or terms. However, students attending an Academic Year at Oxford Brookes will have access to their room during all breaks (incl. Christmas and Easter).**

**Accounted for in weekly money recommendation above.*

1. Personal expenses - Meals, Laundry, Spending money*
Your apartment has a fully equipped kitchen which you will share with your suitemates. The residence halls also have coin-op laundry facilities.
Spending money/Personal expenses include: entertainment, shopping, souvenirs, dining out, travel, haircuts, toothpaste, etc.
2. Books and materials for your classes
Budget **US\$500 per semester.**

3. Local transportation

Budget **US\$250 per semester**. Local transportation includes getting around town during your free time, getting to and from where your group is meeting to depart for an excursion, and getting home afterwards. This may include paying for bus and taxi fares. *Since you'll be living on campus, you'll be able to walk or take the BrookesBus to and from class.*

Included for students living in the Halls of Residence is a free BROOKES BUS PASS (called your BrookesKey). The Brookes Bus travels to all campuses and to parts of Oxford city center (*extra charge if used after midnight*). The Brookes Bus Pass also gives students discounted fares on Oxford city buses.

4. Phone usage (calls and text messages)

Budget **US\$400 per semester**.

5. Meals on excursions*

6. Transportation back to the airport at the end of the program

Budget **\$100**

ARRIVAL

Airport Pick-up

What should I do when I get off the plane at London Heathrow airport?

► **After you de-plane, you will go through Passport Control (also called Immigration), where semester students will have to present their passport and Short Term Study Visa documents.** (Semester students, see above “Passport and Visa” section for the required documents!) It may take you up to an hour to pass through Immigration (long lines).

► After Immigration, **turn on your cell phone** and then follow signs to baggage claim. (The person picking you up at Heathrow may need to contact you on your cell phone.) Pick up your baggage. (Delayed baggage must be reported to your airline’s lost luggage counter before exiting the baggage claim area.)

► For Customs, simply walk through the doorway labeled “Nothing to Declare.”

► After Customs, **exit into the airport lobby**. You will see a large crowd of people picking up passengers

► A driver from **CCB CARS** will pick up students who arrive *on the official arrival date*. The driver will be waiting for you in the airport arrivals lobby, which is **AFTER** you go through Immigration, **AFTER** you get your bags and **AFTER** you pass through Customs. **When you reach the arrivals lobby, look for a sign with your name on it.** NOTE: They cannot meet you in baggage claim!

► The driver will transport you to your residence hall at Oxford Brookes University. Your driver will know where your residence hall is located, but if for some reason you need help finding your hall, call the Student Reception desk at the Gipsy Lane main entrance at 01865 483 935.

► **Address for delivery of delayed baggage!** Please have lost luggage delivered directly to your Hall of Residence. You will receive your hall assignment 1-2 weeks prior to departure. Your hall's address can be found in Oxford Brookes' online Hall Guide at <http://www.brookes.ac.uk/Documents/Studying-at-Brookes/Halls-booklet/> Your block number and room number can be found on your License to Occupy. Please be sure to write your hall address, including block number and room number, on your Last-Minute Checklist and pack it in your carry-on. Also, save your residence hall address in your phone's Notes.

Since most students are placed in Clive Booth Hall, here is the address for Clive Booth:

► YOUR NAME
Clive Booth Student Village
Block (*) Flat & Room (*)
John Garne Way
Marston, Oxford
Postal Code **

*Fill in your Block number and Flat & Room number as shown on your License to Occupy. Ex: Block J, Flat 4, Room A would be written: "Block J – 4A"

**The postal code varies according to which block you're in, as follows:

OX3 0FE (Blocks A/C/K/L)
OX3 0FF (Blocks B/F-J)
OX3 0FN (Blocks N-S)
OX3 0FW (Blocks T-X)

If my flight is delayed, will you still pick me up at the airport?

If you will not be arriving as scheduled, it is YOUR responsibility to notify the emergency contact person indicated on your **Last-Minute Checklist**. They will let you know if you will still be picked up at the airport. We will make every effort to pick you up.

Directions to Oxford Brookes (for students not joining our airport pick-up):

Car Service

This is by far the easiest and most convenient way to get to Oxford from the airport, but it's also the most expensive. A car ride from Heathrow to Oxford will take about 1 to 1.5

hours. If you arrange a car service, the company will send a driver, who will be waiting for you in the airport lobby with a sign with your name on it. DO NOT HAIL A TAXI FROM THE AIRPORT TAXI STAND – the cost will be astronomical. A car service is cheaper than a taxi; from Heathrow or Gatwick to Oxford it should cost about £90 (\$150 USD) one way. Gatwick is a bit further from Oxford, so the ride may be slightly more expensive. The convenience of having someone there to pick you up and assist you with luggage may make this option worth the price.

To arrange car service from any London airport to Oxford Brookes, go to www.londontown.com/ and click on Airport Transfers. Or, go to www.cbcars.com. When you make your reservation, they will ask for your destination address: Oxford Brookes University, Headington Campus, the name of your Hall of Residence. For the postal code, see above on this page.

Bus from Heathrow

A one-way bus ride to Oxford from Heathrow airport will cost about £20, and you can pay the driver directly when you board the bus. The ride will take approx. 60-90 minutes. The Oxford Bus Company Airline offers 24 hour service from Heathrow to Oxford coach station. At Heathrow airport, go to the CENTRAL BUS STATION – bay 14A for Terminals 1, 2, 3 and 4; bay 11 for Terminal 5. For more information about coach service from Heathrow to Oxford, go to www.oxfordbus.co.uk and click on “the airline.” Once you arrive at Oxford Gloucester Green coach station, simply look for the taxi stand outside and have the driver take you to your hall. A taxi from the Oxford coach station to campus costs about £10-16.

Bus from Gatwick

A one-way bus ride to Oxford from Gatwick airport will cost about £24, and you can pay the driver directly when you board the bus. The ride will take about 90 minutes. The Oxford Bus Company Airline offers 24 hour service from Gatwick to Oxford coach station. At Gatwick airport, the coach leaves from the South Terminal – upper forecourt or North Terminal – bay 4 of the bus station. For more information about coach service from Gatwick to Oxford, go to www.oxfordbus.co.uk and click on “the airline.” Once you arrive at Oxford Gloucester Green coach station, simply look for the taxi stand outside and have the driver take you to your hall. A taxi from the Oxford coach station to campus costs about £10-16.

Bus from Stansted

A one-way bus ride to Oxford from Stansted airport will cost about £25. The ride will take about 90 minutes. National Express offers service from Stansted to Oxford coach station. At Stansted airport, the coach leaves from the coach station. For more information about coach service from Stansted to Oxford, go to www.nationalexpress.com. Once you arrive at Oxford Gloucester Green coach station, simply look for the taxi stand outside and have the driver take you to your hall. A taxi from the Oxford coach station to campus costs about £10-16.

Bus from Central London

A one-way bus ride to Oxford from central London will cost about £15, and you can pay the driver directly when you board the bus. The ride will take 60-90 minutes. The Oxford Tube and the Oxford Bus Company Express offer service from central London to Oxford coach station. Oxford Tube buses leave from opposite Victoria Station on Grosvenor Gardens, or Marble Arch, Park Lane stop 14A. Express buses leave from Buckingham Palace Road, Victoria stop 11 or Marble Arch, Park Lane stop 14B. For more information about coach service from central London to Oxford, go to www.oxfordtube.com or www.oxfordbus.co.uk (click on oxfordespress). Victoria Station is located in central London on the Tube's yellow and green lines; Marble Arch is on the red line. Once you arrive at Oxford Gloucester Green coach station, simply look for the taxi stand outside and have the driver take you to your hall. A taxi from the Oxford coach station to campus costs about £10-16.

Train from Central London

A train ride from Central London to Oxford takes about 60-90 minutes and costs anywhere from £5-27. You can catch trains at Paddington Station in London – there are trains almost hourly during the day. For train schedules and reservations, go to www.virgintrains.co.uk. If you purchase in advance on the website or by telephone, you can get fares as low as £5! Or, you can simply buy your ticket at Paddington Station. Paddington Station is located in central London on the Tube's brown, yellow and green lines. The Oxford train station is on the west side of Oxford, about 4km from campus. Once you arrive at Oxford train station, simply look for the taxi stand outside and have the driver take you to your hall. A taxi from the Oxford train station to campus costs about £10-16.

ACADEMICS

Oxford Brookes University

Please spend some time on Oxford Brookes University's website before your leave. It will help you become familiar with your host university. Start with this link: www.brookes.ac.uk/experience. And, the homepage: www.brookes.ac.uk.

Helpful Tip: Whenever you are asked to write your name at Oxford Brookes (i.e. during enrolment), always write your official first and last name, not a nickname.

What is Oxford Brookes University like?

Located just minutes from the Oxford city center, Oxford Brookes University offers ASA students an ideal environment for their study abroad experience. Currently, Oxford Brookes is home to 19,000 students, 73% of whom are at the undergraduate level, and offers undergraduate classes (called "modules") in over 145 subject areas. Not only does Oxford Brookes have the top-notch academics, facilities, and opportunities that one would expect from any large U.S. university, but it is also located in one of the most historically and intellectually rich cities in the world.

Oxford Brookes University began its life as the Oxford School of Art in 1865 and changed names twice before officially becoming Oxford Brookes University in 1991. Despite being a new university, Oxford Brookes has received several awards for excellence. For the last five years, Brookes has been named "Best New University" by the Sunday Times University Guide, and in 2006 it was named "Leading Modern University." Best of all, in a recent survey, 96% of Brookes' international students would recommend Oxford Brookes University to prospective students - and who better to advocate Oxford Brookes than students who have already studied abroad there.

With approximately 2,500 international students, you certainly won't be alone as a visiting student! Brookes provides support and guidance geared specifically toward international students, not only to help you adjust to life on campus, but also to encourage you take advantage of the countless facilities and opportunities that the university has to offer. Brookes' International Office and the International Student Advisory Service (ISAS) are available for support anytime. These two groups plan orientation (called "induction") and social events, so you can get to know other Brookes students. Upon arrival, you will also be assigned your own personal academic advisor.

Oxford Brookes is proud to be the first university in the world to be awarded Fairtrade status, meaning everything bought and sold on campus carries the Fairtrade mark. In addition, 100% of the electricity used on campus comes from renewable resources. Brookes is committed to being an environmentally sustainable and ethically responsible place to study.

Right on campus you'll find a well-stocked bookstore, cafes, and shops selling school supplies, snacks magazines, etc. The Headington Shops are just a short walk up the road from Headington Hill campus, where you'll find a pharmacy, supermarkets, gift shops, post office, and much more.

Oxford Brookes offers everything a student hopes for when they study abroad in England - a true British university experience, top-notch teaching and facilities, full integration with British students, and a multitude of course options.

Oxford Brookes University Campuses

Brookes has 3 campuses, all in Oxford: Headington, Wheatley, and Harcourt Hill. The majority of the university's modules are taught at the Headington Campus, located one mile from the city center. The Wheatley Campus covers Business, IT, and Mathematics modules and is the furthest from the city centre, seven miles. Lastly, modules in Education, Philosophy, and Media/Communication take place on Brookes' Harcourt Hill Campus, which is 2.5 miles from the city center.

Transportation to and from the campuses is not a concern though, because Oxford Brookes University has its own bus line called the Brookes Bus, which is free to all students living in the Halls of Residence (*surcharge for Night Buses*). The Brookes Bus offers free service to all 3 campuses, and discounted service to almost anywhere in

Oxford. In addition, the Brookes Bus makes a trip to the Tesco supermarket every weekday evening.

Grades & Exams – SUPER IMPORTANT! Please read!

-All students will take 4 modules per semester.

-Level 4 modules have anywhere from 100-400 students. Level 4 are sophomore or “lower division” modules. Like at any large university, survey courses such as these have a large number of students.

-Level 5/6 modules normally have 40-50 students. Level 5/6 are junior/senior or “upper division” modules.

All students will be assigned an **Academic Advisor** at Oxford Brookes University, with whom you will have a mandatory meeting during your first week on campus. He/she will go over your modules with you and confirm what you will be taking, and answer any questions you have. Your academic advisor will serve as a reference point and support person throughout your semester, should you have any issues with your modules.

Attendance

Oxford Brookes University has a high academic standard, and it is of utmost importance you attend every lecture. **NON-ATTENDANCE WILL AFFECT YOUR GRADE** because usually one major topic is covered in each lecture. If you miss one lecture, you will miss an entire topic. **In cases of extremely poor attendance, the lecturer reserves the right to lower your grade.** All ASA students are expected to take their classes seriously. Don't forget that the faculty and staff at Oxford Brookes are always happy to assist you if you need academic advice or support. Past students have reported that the lecturers (professors) at Oxford Brookes are very approachable and easy to get in touch with. In addition, you can go to any of the following places for academic advice and support: your Oxford Brookes Academic Advisor, the Oxford Brookes International Office, the Oxford Brookes Student Advisory Service, or the Students' Union Advice Centre on campus.

Different Teaching Style

Just like here in the U.S., each professor is different and has his or her own distinct way of conducting class sessions. **Be prepared for the fact that your British professors may have different teaching styles than what you have experienced!**

In England, university classes are usually **more lecture-based** than what American students are used to. There may be **fewer class discussions, debates, and group projects** than what you are accustomed to.

University classes in Great Britain and Europe usually allow students more independence and less guidance than university classes in the States.

Universities generally expect students to be more “self-starting” than American students are used to. Although getting used to different styles of teaching is a normal part of the study abroad experience, we do realize that difficulties and confusion could arise. Therefore, we encourage all of our students to actively participate in class and get to know their professors. We also encourage students to bring any academic concerns to the attention of their Oxford Brookes Academic Advisor, the International Student Advisory Service, or the Students’ Union Advice Centre on campus. These are excellent resources available to ALL study abroad students at Oxford Brookes! **But don’t forget, to take advantage of these, you must take the first step and ASK.**

Different Grading System

VERY IMPORTANT: In Europe, most university classes DO NOT have continuous evaluation throughout the semester – meaning **you won’t have quizzes, papers, partial exams, mid-terms, etc. to count toward your grade!**

As is typical at universities in Europe, **your final grade in a module could depend entirely on ONLY ONE exam or one assignment!** Or, your final grade may depend on one mid-term assignment (paper/project) *and* one final exam or final assignment.

It is your responsibility to ensure you understand the grading for your modules; if you’re unsure, check with your lecturer. Because each exam and assignment counts for a big portion of your grade, **you need to do WELL on EVERY exam and assignment in order to pass the module!** You will not be given the opportunity to submit extra credit or make-up work to raise your grade.

Most U.S. colleges and universities will only grant transfer credit for classes in which you earn a C/C+ or higher. This policy varies from school to school, so if you’re unsure, check with your school’s Study Abroad Office.

Exams & Assignments

Exams and assignments (papers) at UK universities are different than you are probably used to! In the case of **assignments (papers)**, since your grade may be based on only 1 or 2 assignments, the expectation is that each assignment be of very high quality, and volume. An assignment (paper) may need to be 20+ pages long and require a number of hours of (documented) research.

If you have an **exam**, it will typically be in essay format and you’re allotted several hours to complete it. Since it’s going to count for a big part of your grade, the expectation is that you write a LOT – as much as you possibly can, in an effort to show the depth of your knowledge and understanding of the coursework. **BE SURE TO USE ALL THE TIME ALLOTTED TO YOU! IF YOU FINISH BEFORE TIME IS UP, YOU DIDN’T WRITE ENOUGH!** **You must not assume the expectations of an exam or assignment is the same as what you’re used to at your home institution.** (A past student made this assumption, and she failed a module.)

In order to do the best you can in your exams and assignments, we encourage you to visit with your Oxford Brookes Academic Advisor, the International Students Advisory Service, or the Students' Union Advice Centre.

Finally, if you have ANY doubts about what is expected in a module, PLEASE check with your lecturer as early on in the semester as possible. It is always better to ask questions than to wish you had later on.

Academic Calendar

Please note: Calendar is subject to change. Excursion dates and locations will be announced by **email** shortly prior to departure. **All Orientation meetings are mandatory.**

At the following link, you can see the Academic Calendar for your program:

<https://www.academicstudies.com/oxford-england-program-calendars/>

Induction (Orientation)

The arrival day is also move-in day for all study abroad students at Oxford Brookes. Induction (orientation) activities usually begin in the afternoon on arrival day. Fall students will have 5 days of induction/enrolment before classes start; Spring students have a slightly shorter induction/enrolment period (2-3 days). Induction schedules are usually available shortly prior to departure and will be emailed and/or mailed to you. Induction activities usually include:

- Welcome meetings in your Residence Hall
- Shopping tour, where you can buy bedding (if you didn't bring it with you), groceries, kitchen items, etc.
- Meet your academic advisor
- Meet other study abroad students
- Enrolment – This is when you will register for classes and receive your confirmed timetable of modules
- Various workshops – such as “Life as an International Student”
- Register with a doctor at the campus Medical Centre
- Campus tours
- Library tours
- How to connect your laptop to the university computer network
- How to join the Sports Centre (on-campus gym)
- How to get your free Brookes Bus pass (*extra charge if used after 12am*)

EVERYDAY LIFE

Housing

You will be living in one of the self-catered Residence Halls on campus at Oxford Brookes University. Self-catered means meals are not provided.

Note that Housing at UK universities is usually called “Accommodation.” Likewise, the “Accommodation Office” is the housing or residence life office.

First and foremost, you MUST read the ONLINE information booklet about your Hall of Residence. This booklet contains valuable information about what to expect about living in hall, such as laundry, safety, maintenance, conduct and Hall staff. Plus, it will help you become familiar with your hall before you get there.

LINK TO HALL BOOKLET:

<http://www.brookes.ac.uk/Documents/Studying-at-Brookes/Halls-booklet/>

Although there is not a guarantee as to which hall you’ll be placed in, the majority of International Students are placed in Clive Booth Hall (non-en suite). You will receive confirmation of which hall you’ll be living in, via email, about 1-2 weeks prior to departure.

Note: Fall hall assignments are confirmed in August, and Spring hall assignments are confirmed in December/January. As soon as we receive confirmation of your hall assignment, we’ll email you.

Flats (apartments) are furnished; bedrooms come complete with a bed, mattress protector, desk, chair, reading lamp, wardrobe and curtains. Bedrooms are single occupancy; you may have shared bathrooms (called non en suite) or you may have your own “pod” style bathroom (en suite). (Neither ASA nor Oxford Brookes University can guarantee any student an en suite or non en suite flat.) Each Residence Hall has its own coin-op laundry facility. Laundry service is not included with the ASA program fee.

There is a shared kitchen in each flat. Utilities are included. Flats are usually co-ed and are shared with anywhere from 4 to 8 other students. (Flats in certain halls have 5-6 bedrooms, while other halls have flats with 6-9 bedrooms.) **Meals are not included, since your flat will have a kitchen, and supermarkets are located within walking distance or a short bus ride from campus.**

Do I need to bring bedding and towels?

Yes. Bedding and towels, as well as kitchen items, are not provided. We do recommend bringing bedding & towels with you, as opposed to buying them on arrival, because it will save you money. Because of the exchange rate, bedding is quite a bit

more expensive in the UK than you're accustomed to. We recommend you bring your bedding and one towel, and preferably ones you won't mind leaving behind when you leave (to save room in your suitcase). Re: kitchen items – when you arrive, we recommend you talk to your new roommates before buying any kitchen items – they may have brought some already or will be willing to share the cost.

Neither ASA nor Oxford Brookes University can guarantee placement in any particular hall or flat. In addition, placement with a friend, a non-smoking flat and an all-female flat cannot be guaranteed. For details and descriptions of the various Oxford Brookes University Residence Halls, go to <http://www.brookes.ac.uk/international/accommodation>.

Dining Options

Meals are not included in the ASA program fee, but your apartment will have a kitchen, and each campus has places where you can grab a bite:

Headington Campus:

The place to meet between lectures is the newly refurbished JB's Café, which sells a range of coffees, pastries, snacks, sandwiches and bagels from 8.30am to 7pm. With its new relaxing, comfy area, can you afford not too? The large food court also has a range of outlets, from pizza and jacket potatoes to Mexican cuisine, salads and Upper crust baguettes.

Elsewhere on campus, our two Cabins and Choice outlets sell a range of drinks and snacks, while the Galaxy Lounge specializes in great coffee and chocolate drinks. All Coffee used by Catering Services is Fairtrade and Fairtrade goods are widely available through the other outlets.

In the Student Union building you'll find HK Madisons selling a range of freshly baked Australian Jumbuck Pies and Focaccia Pizzas, plus a range of snacks, drinks and bean to cup coffees.

The School of Health and Social Care on our Marston Road site has its own restaurant serving traditional lunches, breakfasts and a range of snacks.

Wheatley Campus

At lunch time the food hall opens to staff, students and visitors offering everything from a grab-and-go snack to a cooked meal. The Spice Bar does a lunchtime stir fry cooked to order. The Cocodirect coffee bar offers Fairtrade drinks plus pastries and snacks. The newly refurbished Eights Bar serves drinks, paninis, pastries, and organic sandwiches all day, plus hot lunches. It also offers email and printer access. Adjacent is a television lounge with more comfortable seating for about thirty.

Harcourt Hill Campus

The newly refurbished refectory serves traditional hot food, breakfasts, panninis, baguettes and snacks. The Cafe Direct coffee bar serves a range of drinks and snacks throughout the day.

Brookes Restaurant

Our modern, spacious Brookes Restaurant on Headington campus (<http://restaurant.business.brookes.ac.uk/>) won a design award in 1999 and is as suitable for an intimate dinner as it is for a large corporate lunch or private party. In addition to providing top quality dining and exemplary service from students and staff, the restaurant has themed evening events and cookery courses. For menus and meal times, go to <http://www.brookes.ac.uk/services/catering/>.

Student Services

One of the many benefits of attending a large university such as Oxford Brookes is that there are a multitude of resources meant to enrich your experience. Because Oxford Brookes has offices, departments and organizations that provide all the assistance you'll need to thrive there, so ASA does not have an on-campus coordinator. For assistance with any problem or concern during your stay, the list below will tell you who to contact.

Please remember that just as on your home university campus, it is up to the student to take advantage of the resources it offers, the same goes for when you're abroad! So, be sure to take advantage of everything that OXFORD BROOKES UNIVERSITY has to offer!

International Student Advisory Service (ISAS) – This office specializes in assisting international students (that's you!) They provide information and advice on a range of issues including immigration, academic and financial issues. Go to www.brookes.ac.uk/student/services/isas or call 01865 424 680/1.

The Students' Union – At all UK universities, the Students' Union is a BIG part of student life! This organization is run by students, for students and is the center of campus nightlife and home to Brookes' 70+ active student clubs and societies. Some of these clubs include Amnesty International, Choral and Orchestral Society, Politics Society, and many other cultural and special interest groups. The Students' Union publishes a free newspaper, "OBScene," that has news and reviews, and will keep you up-to-date on what's going on around campus and in the city of Oxford. And don't forget to stop by "The Venue," which hosts several club nights per week and attracts big name bands, such as Franz Ferdinand. Go to www.brookesunion.org.uk!

The Students' Union Advice Center (SUAC) - The Students' Union Advice Centre provides free advice and information on financial, housing, legal and welfare issues to prospective and current students. The SUAC is located in the Students' Union. Trained advisers can help you out when the going gets tough, be it financial, academic or

housing concerns, or if you just want to have a chat to find out the best way of doing something. They can help with the rules and regulations of the modular course and can help you deal with academic problems. They produce a series of factsheets, which give information on academic problems.

Counseling Services – The Oxford Brookes Counseling Services offers you the opportunity to discuss in confidence anything troubling you. For information and appointments, call 01865 484 650 or go to www.brookes.ac.uk/student/services/counselling/.

“Upgrade” Study Advice Service – Any student at Oxford Brookes is welcome to get tutoring through Upgrade. Upgrade can help with understanding your task set, planning, researching and writing essays and assignments. For details, go to <http://www.brookes.ac.uk/services/upgrade/index.html>.

Religious Services – The OXFORD BROOKES UNIVERSITY Chaplaincy offers support, friendship, hospitality and information, including details on churches, mosques, temples and other faith communities in Oxford. Regular Christian services are held at the University Chaplaincy in the Student Center on Headington Campus, in the chapel on Harcourt Hill Campus and in the Catholic Chaplaincy in Headington. There are also Muslim prayer rooms on campus and inter-faith events. For information, go to www.brookes.ac.uk/student/services/chaplaincy or call 01865 484 690.

Centre for Sport - ASA students will no doubt be eager to join Brookes’ state-of-the-art Centre for Sport, which lets students practice an unusually wide variety of sports for fees that fit a student’s budget. There is a different Centre for Sport located on each of Brookes’ three campuses. The Headington campus Centre for Sport offers fitness classes, including aerobics, martial arts, yoga, Capoeira, dance, and even cheerleading. The Headington facilities also have exercise machines of all sorts, free weights, sauna and steam room, a climbing wall, squash courts, and a gymnasium with courts for badminton, soccer, basketball, and volleyball. The Wheatley campus Centre for Sport has tennis courts, a fitness trail, a pitch-and-putt golf course, and outdoor pitches for soccer, lacrosse, and cricket. The Harcourt Hill campus Centre for Sport boasts a 25-meter indoor swimming pool, squash courts, tennis courts, and a nine-hole golf course. There are also 35 different sports clubs on campus, so you can meet other Brookes students who share your interests. For information about the Centre for Sport, go to www.brookes.ac.uk/sport.

Libraries & Computing Facilities - When it’s time to write your papers and prepare for exams, you will be glad to have Brookes’ three libraries at your service, housing a total of ½ million books, videos, CDs and DVDs, and thousands of printed journals, online databases, and electronic books and journals. The libraries also have 170 student computers, laptop hookups, and 1,200 private study spaces for solitary or group study. Brookes’ libraries are open and staffed over 75 hours per week during semester time. But there’s no need to feel overwhelmed—library tours and training sessions are held during induction, just after you arrive.

You can bring your own laptop from home, rent one on campus, or use the public computers, and there are printing and photocopying facilities on campus, to assist you with your course work. Brookes also has over 750 networked PCs in 37 open-access rooms, a number of which are open 24/7.

Accommodation Office – This office handles the allocation of rooms in hall. Go to www.brookes.ac.uk/international/accommodation or call 01865 424 660.

Medical Centre – The Medical Centre is located on the Headington Campus and is fully staffed with doctors and nurses. For information, go to <http://www.brookes.ac.uk/student/services/health/medical.html> or call the Medical Centre directly at 01865 483 193 (during the semester) or 01865 242 334 (all year).

PIP Pages (Personal Information Portal) – As an Oxford Brookes University student, you'll be able to login to your PIP pages anytime to keep track of your modules, timetable and much more. <http://www.brookes.ac.uk/students/students/new/pip>

Students With Disabilities - Oxford Brookes asks that students with learning disabilities contact the Oxford Brookes Student Disability Service BEFORE going abroad. If you have a learning disability, please contact ASA to let us know, so that we can put you in touch with the Student Disability Service office. In addition, you must also bring with you to Oxford copies of your medical records and diagnostic evidence of your learning disability. For information about the Student Disability Service Office, go to <http://www.brookes.ac.uk/student/services/disability/> or call 01865 424 650.

Health and Wellness

No medical shots are required when entering or leaving England. **However, Oxford Brookes requires all incoming students to make sure their MMR (measles, mumps, rubella) and Meningitis vaccines are up-to-date.**

What should I do if I get sick?

Many students do feel ill during their first few days abroad, due to the time zone change, different foods, homesickness, tiredness, etc. Please rest assured that it will pass and you will be having a great time in Oxford before you know it!

One good way to ensure a smooth transition into life abroad is to make sure that you don't nap too much the day you arrive. Naturally, you will be tired after your transatlantic flight and therefore will be tempted to sleep the day you arrive. Taking a short nap will probably be good for you, but please try not to sleep all day because then you won't be able to sleep that night. Try to stay up until 10pm and get a good night's sleep, so you'll be on UK time the next day.

If you become ill, there are several options available. There is a Boots chemist (pharmacy) within a short walk from campus, where you could ask the chemist (pharmacist) to recommend some medication. There is also an on-campus Medical Centre that is fully staffed by doctors and nurses. During induction week, you will have the opportunity to register with a doctor at the Medical Centre, which we strongly recommend. You can call ASA's Site Director in Oxford if you are sick as well, or the on-campus International Student Advisory Service (ISAS). **If you have a life-threatening illness or injury anytime during your trip, please call local UK emergency services, your ASA Site Director, or the 24-hour emergency number listed on your medical insurance card.**

Local Transportation

How do I get around Oxford?

Walking: Oxford is a great town for walking! You can even walk from campus to the city center if you're up for a longer walk. No matter if you take the bus or walk to the city center, you can walk to most any part of central Oxford from there.

Taxis: Always take a taxi if you're coming home from the city center late at night, and make sure you are taking an authentic taxi and not a "gypsy" or independent taxi, as these aren't usually bonded.

The Brookes Bus: Getting you from A to B quickly and cheaply, the Brookes Bus service links all three campuses with the halls of residence, Oxford city centre and local supermarkets. Students living in halls of residence receive a free Brookes Bus pass, called your BrookesKey. You will enjoy unlimited travel on all Brookes Bus routes (except after midnight) and discounted travel on various other Stagecoach and Oxford Bus Company routes. (*£1 extra charge per ride if used after midnight*). See the Brookes Bus Website for details: www.brookesbus.net.

Safety Bus: OXFORD BROOKES UNIVERSITY's Safety Bus Scheme travels to all halls of residence or anywhere within Oxford's ring road from 9.00pm until 3.00am Monday to Saturday and 9.00pm until 1.00am on Sundays. Sponsored by local businesses and passenger donations, it is run by the Students' Union and the buses are driven by a dedicated team of volunteers. The safety buses have gained widespread recognition, not least from the Home Office, through their student crime reduction initiative. For more information about the Safety Bus, see the Oxford Brookes Students' Union website: www.brookesunion.org.uk.

How do I get to London from Oxford?

Oxford is well connected by road and rail, with London, Birmingham and Bristol all within easy reach. **You can hop on a coach to central London from a bus stop right outside Headington and Wheatley campuses and be in the West End within 90 minutes. Buses run 24 hours a day, every 10 minutes or so during the day.**

How do I get around London?

Taxis: There are basically two types of taxis in London: black cabs and “gypsy” cabs. The gypsy cabs tend to be cheaper, but aren’t legal and aren’t as safe, as they are not bonded. In many cases you have to give the driver directions! (If you ever get into a taxi and the driver asks you for directions, exit the cab and find another one!) The famous black cabs are expensive, but the drivers are required to take a test called “The Knowledge” to prove that they know every street in London. Always take a black cab if possible.

Subway (The Tube): This is a fast and easy way to get around London during the day. The Tube’s website is <http://www.tfl.gov.uk/modalpages/2625.aspx>.

If you plan to visit London frequently, you should get an Oyster Card – a pre-paid travel pass that gives you discounted rates on the Tube and London buses. You will have to apply for your Oyster Card online and pay the nominal £5 fee for the card. A couple weeks later, your personalized Oyster photocard will arrive in the mail. You can find out more about the Oyster Card at <https://oyster.tfl.gov.uk/oyster/entry.do>.

Coach: There are more bus lines than you can count in London that can bring you to anywhere from anywhere. In most cases the Tube is faster than the bus, unless you need to get somewhere that is between Tube stations. For info on bus routes in London, go to <http://www.tfl.gov.uk/modalpages/2605.aspx>. You will also find that the actual bus stops around London have very good maps, showing which lines stop there and where they go. You can also use your Oyster card on London buses.

Car: Unless you are suffering from severe jet lag, you’ll have a hard time not noticing that cars in the UK drive on the opposite side of the road from the U.S. Unless you are VERY comfortable with this concept, please do not rent a car!

Air: There are four major airports in London: Heathrow, Gatwick, Luton and Stansted. None of these are actually in London, but Heathrow is only a 15-minute train ride away from Central London if you take the Heathrow Express train. It is more expensive than taking the Tube to the airport, but much faster. There is a Gatwick Express train from central London to Gatwick airport. Luton and Stansted can take quite a while to get to, but offer some amazing fares.

► Please remember, luggage allowances within the UK or within Europe are MUCH more limited than when you fly in the U.S. domestically. Be sure to check your airline’s website before your trip to check their luggage allowances.

Rail: There is an extensive rail network in the UK, although it’s not always the most reliable. Virgin trains seem to be the best right now and tickets can be booked at www.virgintrains.co.uk. You can also buy a Young Person’s Railcard once you get to London; it offers up to 30% off the price of rail fares in the UK for full-time students up to 25 years old. A one-year card costs about £24, which you should easily recoup after

one or two rail journeys.

Weather

Students going to Oxford for the Fall should pack for a change of seasons. (See below for average temperatures!) Fall students: when you arrive, the weather will be nice, much like summer (i.e. in the 70's during the day, cooler at night). As the Fall semester continues, it will gradually get cooler. By the end of your stay, you'll be wearing a winter jacket and possibly a scarf and gloves. So, Fall students will need to bring lighter clothes for the beginning of the semester, and fall/winter clothes for the end. Bring clothes you can layer (sweaters, light jacket, t-shirts, etc.)

Students going to Oxford for the Spring should also pack for a change of seasons. (See below for average temperatures!) Spring students: when you arrive, the weather will be cold (i.e. winter weather—in the 40's during the day). However, the winters in Oxford are not as harsh as say, New England winters because it doesn't snow very often. As the Spring semester continues, it will get gradually warmer. By the end of your stay, you will have Spring weather (60's-70's during the day). Bring clothes you can layer (sweaters, light jacket, t-shirts, etc.)

Also, don't forget, it can rain quite often in England!

OXFORD - AVERAGE HIGHS (DEGREES FAHRENHEIT)

<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>
45F	45F	51F	55F	62F	68F	72F	72F	66F	58F	51F	47F

Fahrenheit to Centigrade = Subtract 32 from F and divide by 1.8.

Centigrade to Fahrenheit = Multiply C by 1.8 then add 32.

Tipping

Tipping is accepted, but do it reasonably - 5%-10% according to the occasion.

- A 10% tip is customary for restaurants. It is not necessary to tip bartenders.

- For taxi rides, a 5% tip is sufficient, if any at all. A lot of people don't tip taxi drivers in the UK at all. (Never tip a driver who overcharges you!).

- Porters are always found at airports and railroad stations. You should tip £1 per piece of luggage.

- A VAT tax is added to all hotel rooms and restaurant bills. (VAT means "value added tax" and is currently 20% in the UK.)

STAYING IN TOUCH

- ▶ For information about cell phones abroad, please see the [ASA PRE-DEPARTURE GUIDE FOR ALL PROGRAMS](#)

Time Difference

What is the time difference between England and where I live?

The following times are the number of hours BEHIND England each region is:

Pacific	Central	Eastern
8 hours	6 hours	5 hours

So, if it is 6pm in England, then it is 1 pm Eastern, 12pm Central, and 10am Pacific.

Computers & Internet

Should I bring a laptop?

YES. Oxford Brookes has free WiFi across campus, as well as in the Halls of Residence. There are also free computer labs on campus.

- ▶ For information about using a plug adapter with your laptop, SEE [PRE-DEPARTURE GUIDE FOR ALL PROGRAMS](#)