

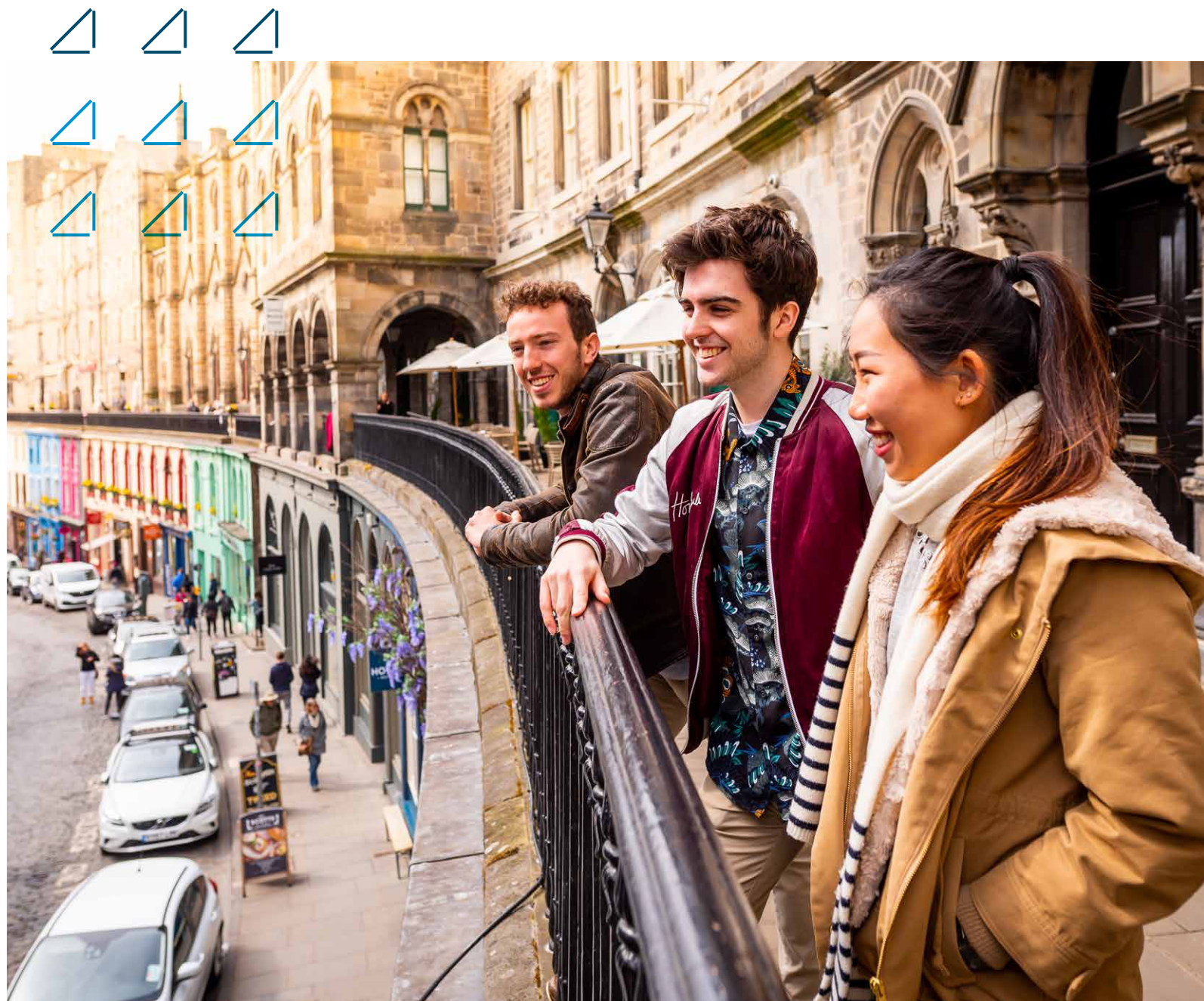


INTERNATIONAL STUDENT ARRIVAL GUIDE



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WELCOME

We are delighted that you have chosen to study at Edinburgh Napier University.

Studying abroad is exciting but it can also be daunting so we have prepared this guide with your needs in mind, answering practical questions about living and studying at Edinburgh Napier.

The Visa and International Support team is here to support your transition to Edinburgh and the University and to provide you with guidance and support during your studies here. Our trained immigration advisors are here to help you with your visa and immigration questions.

If you have any questions, please don't hesitate to contact us. If you would prefer to speak to us face to face when you arrive, email to make an appointment – you can find details on our website below.

We wish you a safe journey and we look forward to meeting you soon.

Visa and International Support team

napier.ac.uk/visas-immigration

 internationalsupport@napier.ac.uk



CHECKLIST

Before you arrive

1) Finalise your offer

- Satisfy the conditions of your offer
- Accept your offer
- Pay your tuition fee deposit

2) Get your visa

- Make sure you have a valid passport
- Apply for your visa
- Have medical examinations and vaccinations (if required)
- Check if you are required to show a tuberculosis screening certificate
- Check if you are required to pay the immigration health surcharge

3) Find accommodation

- Search and apply for accommodation (University or private)
- Pay your accommodation deposit

4) Arrange your travel

- Arrange travel insurance
- Book your flights/travel

5) Complete your matriculation

- Read the preparation emails you receive from Edinburgh Napier University
- Complete your online matriculation
- Enrol for the Password Manager Service
- Complete the Introduction to Computing and Library Services
- Check the start date and induction schedule for your course

6) Get ready to travel

- Buy currency
- Pack your suitcase
- Pack your essential documents
- Pack prescription medication
- Check if you need to self-isolate when you arrive in the UK
- Provide journey and contact details before you travel to the UK (if required)

In your first few days

1) Arrival

- Plan your journey for when you arrive in Edinburgh
- Collect your accommodation keys
- Tell your family/friends you have arrived safely
- Find out how to get around the city

2) Immigration

- Get your passport stamped when you arrive in the UK

- Collect your Biometric Residence Permit (BRP) (if required)
- Register with the police (if required)

3) Get settled in

- Take part in our online International Student Induction
- Sign up to the International Friendship Club

In your first week

1) Finance

- Arrange payment of your tuition fees
- Pay for your University accommodation fees
- Open a bank account

2) Get started at the University

- Take part in Welcome Week
- Attend your school academic induction
- Find out about student support in the University

3) Practicalities

- Find out about emergency services
- Register for healthcare
- Arrange contents insurance
- Get a TV licence
- Buy a mobile local/UK SIM card
- Find out about food shops

BEFORE YOU ARRIVE

Finalise your offer

Unconditional offer	You have met all the entry requirements and have been offered a place on your chosen course. Make sure you accept it so we know you're coming.
Conditional offer	You have been offered a place if you meet specified conditions. We usually ask you to achieve certain results in your exams. Once you have met the specified conditions let us know so we can offer you an unconditional place.

Pay your tuition fee deposit

Once you have firmly accepted your offer, you should make a pre-payment deposit of £3,500 to Edinburgh Napier University to secure your place on your course.

This deposit will be refundable for a number of reasons. Please visit our website to find out more.

napier.ac.uk/internationalfees



Get your visa

Visit our visas and immigration website for more information.

napier.ac.uk/visas-immigration

Find out if you need a visa

A visa (or entry clearance) gives you permission to enter the United Kingdom (UK).

To check if you need a UK visa, visit the government website.

www.gov.uk/check-uk-visa

Different visa types

Depending on the length of your course and plans for your stay, you may need to apply for the Student Visa, Short-term Study Visa (for English for Academic Purposes courses only) or just a Standard Visitor Visa, depending on the duration of your course.

napier.ac.uk/visas-immigration

Apply for your visa

Visit the visas and immigration section on our website for information and guidance on applying for your visa.

Our dedicated Visa and International Support team are on hand to help you through the process.

Local representatives

Contact one of our local representatives

who can help you through the visa application process. A full list of contacts is available on our website.

napier.ac.uk/local-representatives

Check your visa details

When you receive your visa and Entry Clearance (if applicable), check all the details are correct. This information will be printed on your Biometric Residence Permit (BRP). Check the following details:

- Name
- Date of birth
- Sex
- That you hold a Student Visa
- Sponsor licence number: Edinburgh Napier University is **MK65M10G8**
- Start and end dates
- Working conditions
- Police registration condition (if applicable)

If you spot any errors, get in touch with the Visa and International Support team.

Visa and International Support team

napier.ac.uk/visas-immigration

✉ internationalsupport@napier.ac.uk

Previous visas

We advise you not to enter the United Kingdom (UK) with a Student Visa associated with a course you have already completed, even if the visa is still valid. You may be refused entry to the UK, if the border force officer is not satisfied that you have met the immigration rules for entry as a Student Visa. For further advice, please contact the Visa and International Support team.

Entry Clearance

To study a course of six months or more, you will receive a temporary travel visa (Entry Clearance vignette) in your passport. This visa is valid for 90 days, until you collect your Biometric Residence Permit (BRP). See page 13 for more information.



Health and wellbeing

Vaccines

We advise that you be immunised against meningitis (MenACWY vaccine) before beginning your studies. The vaccine is available in the UK to new university entrants up to 25 years of age. Register with a doctor when you arrive and request the vaccination, if you have not done so before you arrive.

We also advise that you are vaccinated for Measles, Mumps and Rubella (MMR).

Find out more about student health and wellbeing on myNapier.

my.napier.ac.uk/wellbeing-support-and-inclusion/your-health

Medical check

If you are coming to the UK for more than six months and are a resident in a listed country, you will need a medical certificate from an approved clinic confirming that you are clear of tuberculosis (TB). Visit the UK government website to find out if you need a medical check. Be sure to carry your medical certificate in your hand luggage when you travel to the UK.

gov.uk/tb-test-visa/overview

Immigration health surcharge

Applications for visas that are more than six months long include an 'immigration health surcharge', which allows you to

access free health services under the National Health Service (NHS) in the UK. The surcharge is £470 per year for each year of your visa. The Student Visa application forms will calculate the amount you need to pay and will request payment before you can complete the application. You can use the immigration health surcharge tool on the UK government website to check how much you will have to pay before you start the application process. The UK Government has also confirmed that, from 1 January 2021, new EU/EEA students coming to the UK on the Student Visa will be required to pay the immigration health surcharge.

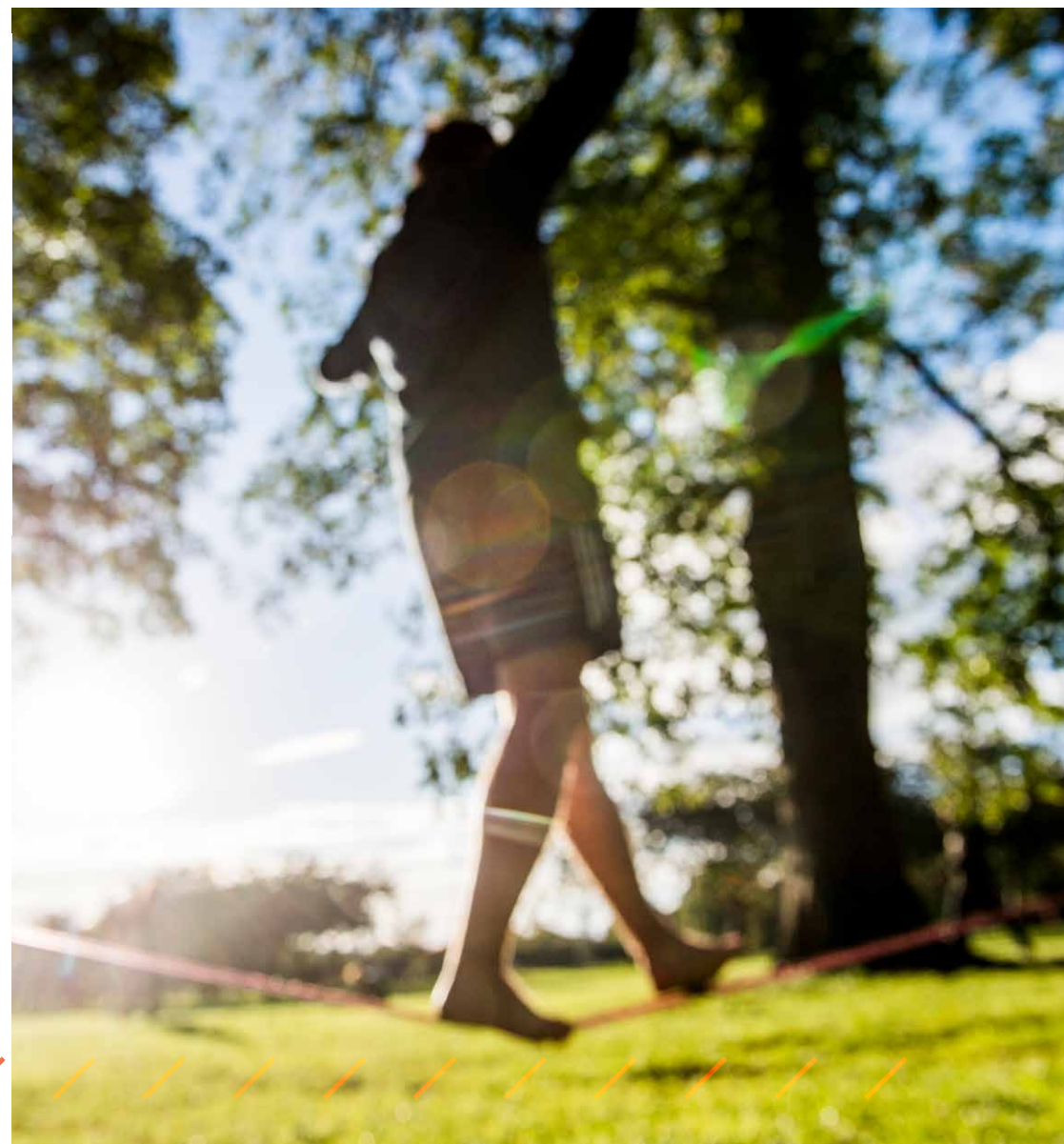
immigration-health-surcharge.service.gov.uk/checker/type

See page 13 for more about your Biometric Residence Permit (BRP).

Coronavirus

Making sure that you are safe and comfortable is our top priority and we will be putting in place a range of measures such as social distancing, hand sanitisation facilities, one-way systems, and changes to how you enter and exit campus buildings.

There will also be enhanced cleaning of touchpoints and toilets. These measures are all designed to make moving around as safe as possible. We will also have signs around each campus so that you can be confident of what the new rules are.



Find your accommodation

Edinburgh has a whole host of different accommodation options available to you. There's plenty to think about and it's important you plan ahead, particularly as this may be the first time you've lived away from your family.

University accommodation

The University has 1500 quiet, safe and comfortable rooms over four sites in and around the city centre and many include private bathrooms.

Our student accommodation will be open and available, and adapted as required to keep you safe.

We will have guidance for common space etiquette throughout as well as hand sanitisation stations and enhanced cleaning measures. We have also put in place plans in case quarantine or isolation are required.

Apply

You can apply for student accommodation online as soon as you have an unconditional offer of study, and have accepted it.

napier.ac.uk/accommodation

Pay your accommodation deposit

You will be asked to make a £500 advance rent payment when you submit your application form.

Private accommodation

Many students choose to live in privately rented accommodation. There is a lot to choose from in Edinburgh, but demand is high too. Our Accommodation team can help you begin your search and make sure you have all the information you need.

napier.ac.uk/study-with-us/accommodation/private-accommodation

Always check that your private landlord is registered with the local council before signing a letting agreement.

landlordregistrationscotland.gov.uk

Student Accommodation Office

napier.ac.uk/accommodation

 accommodation@napier.ac.uk

 +44 (0)131 455 3482



Arrange your travel

Arrange travel insurance

Before you travel, you should purchase travel insurance to cover your journey to the UK. Most travel insurance will cover any problems such as delays, emergency medical treatment and lost or stolen luggage.

Money Saving Expert is a good resource to get you started.

moneysavingexpert.com

Book your flights or travel

Once you have arranged your fees, visa and accommodation, you will be ready to book your travel to the UK.

Try to arrive before Monday 6 September so that you can take part in the Welcome Week activities and academic induction.

All on-campus events for prospective students have been adapted to take place virtually, with no requirement to attend in person.

Provide journey and contact details before you travel to the UK

The UK government require you to complete a form providing your journey and contact details before you arrive in the UK. They will use this information to contact you if you or someone you've traveled with develops coronavirus (COVID-19) symptoms.

You cannot submit the form until 48 hours before you're due to arrive, but you can

start filling in your details and save the form for up to 7 days before you arrive. Make sure you give yourself time to do this before you leave home. You'll need to show your completed form when you arrive at the UK border, either by printing a copy or showing it on your phone.

You will be required to book accommodation in the UK for at least 14 days in case you have to quarantine. You should retain your payment confirmation receipt which will be checked at the airport.

Complete the form online at the gov.uk website:

gov.uk/provide-journey-contact-details-before-travel-uk

Please check the link below to see if there are any changes based on where you are flying into.

gov.uk/uk-border-control

Last date for arrival

The last date for arrival is Friday 24 September.

For information on travelling to Edinburgh, visit our 'Getting here' website.

napier.ac.uk/getting-here

Arriving via the Republic of Ireland

If you travel to the UK via the Republic of Ireland, you must be aware that there is no immigration control on arrival in the UK, which can cause a problem if you are on a short course and did not apply for a visa before travelling. Find out more on our website.

napier.ac.uk/study-with-us/international-students/visas-and-immigration/new-students/entering-the-uk

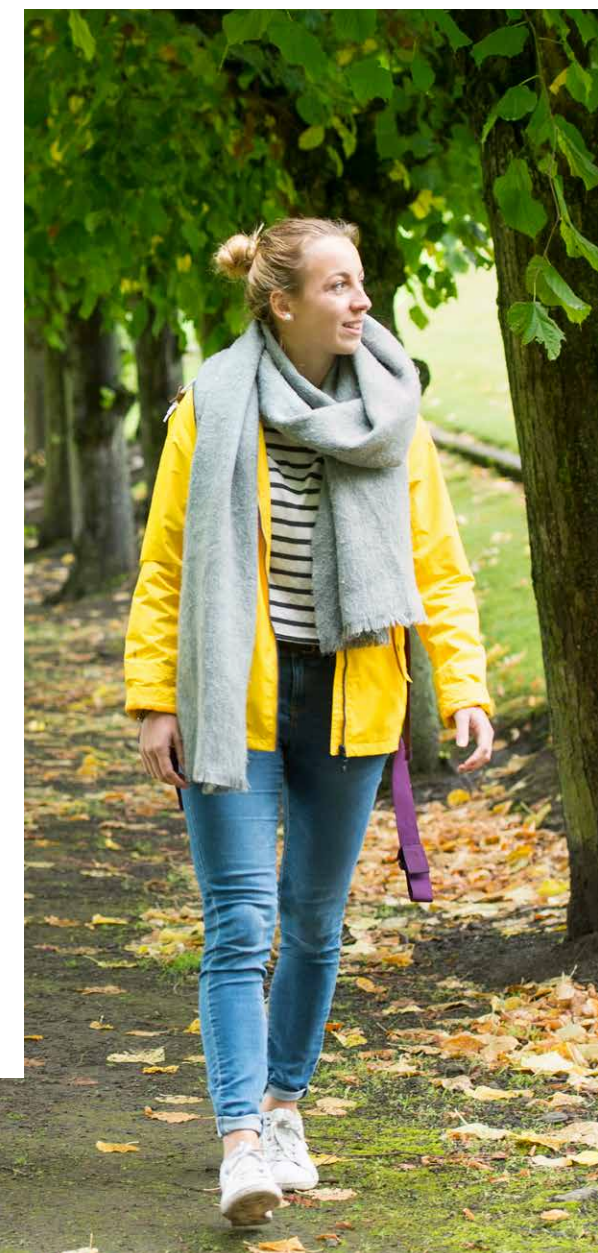
Find out what to pack on page 11.

Earliest arrival

You will have a 'valid from' date on your visa and you cannot activate your visa before this date. Your Entry Clearance will be stamped on arrival to the United Kingdom.

If it isn't, please keep evidence of your travel (flight ticket or boarding pass).

For transport from the airport, see page 12.



Complete your matriculation

Once you have accepted an unconditional offer, you will receive a series of emails from the University giving you access to information technology (IT) services and online matriculation.

Step 1

You will receive a welcome email with details on your induction session. This is your first appointment with your school and explains when and where you need to be on your first day.

A second email will give you more information on the matriculation (registration) process.

Step 2

Create your Edinburgh Napier password by following the link in the third email. This will enable your access to all IT services.

Step 3

The final registration email will give you access to complete the final steps of your matriculation.

- Complete your online matriculation
- Enrol for the Password Manager Service
- Complete the Introduction to Computing and Library Services.

What happens next?

The online matriculation task will advise if you need to upload a copy of your visa and/or contact our Finance team to set up your payment plan. This will be the final part of your matriculation and you will get full access to module information online (via Moodle) when you have completed the checks. You will also get access to your student email account.

Visit our matriculation FAQs for more guidance

my.napier.ac.uk/new-students/new-student-faq



Get ready to travel

Currency

The currency in the UK is the pound sterling (GBP).

Pack your suitcase

Deciding what to bring with you can be a difficult decision. We suggest:

- Light clothing that you can layer
- Some warmer clothing, for example jumpers
- A warm coat and a lighter coat
- Boots and shoes for wet weather
- Home comforts or mementos
- Prescription medication
- Adapters for electrical items

You do not need to buy everything you need before you leave for the UK, you can buy many essentials once you arrive from local shops. Remember to budget for these items:

- Stationery
- Household items, for example bedding, plates and cutlery
- Additional clothing
- Food

Visit our section on shopping on page 15.

Pack your essential documents

You should carry all your important documents with you in your hand luggage. You will need to bring the following:

- Your passport
- Visa/UK immigration permission
- Small amount of money
- Offer letter from Edinburgh Napier University
- Confirmation of Acceptance for Studies (CAS) number (if applicable)
- Documents used to support your offer as mentioned in your CAS
- Proof of fees paid (if paid in advance)
- Sponsorship letter (if applicable)
- Evidence of finances (for example bank statements)
- Proof of your UK address
- Your medical/tuberculosis certificate (if applicable)

These documents should be easy to access in case you are asked to show them to a Border Force Officer at passport control. Check with your airline before departure about the size and weight of your hand luggage and what items you can/cannot pack.

Check if you need to self isolate when you arrive in Scotland.

[gov.scot/publications/coronavirus-covid-19-public-health-checks-at-borders/pages/self-isolation/](https://www.gov.scot/publications/coronavirus-covid-19-public-health-checks-at-borders/pages/self-isolation/)

Scottish weather!

The climate in Edinburgh is mild. We don't experience extremes in temperature throughout the year. In the summer months (June to August), the average temperature is 15 degrees Celsius (59 Fahrenheit). In winter (December to February) the average temperature is around 4 degrees Celsius (39 Fahrenheit). Factor this in to your packing.

Electrical items

The electrical voltage in the UK is 240volts/50 Hertz. If you are planning to bring electrical items from your home country, you need to make sure you will be able to use them safely on that voltage or use an adapter.



IN YOUR FIRST FEW DAYS

Arrival

Arrive at Edinburgh International Airport

Edinburgh International Airport is open seven days a week and receives regular flights from international destinations and other UK airports.

It is about 12 kilometres from the city centre and the 30-minute journey can be easily made using the frequent airport bus or tram services, or by taxi. You'll find lots more information on the airport website.

edinburghairport.com/transport-links

Get your passport stamped

Before leaving immigration control, check that the Border Force Officer has put a date stamp in your passport (if you had a visa or entry clearance).

Arrive by bus or rail

The rail and bus stations are located in the city centre. You can easily get to your accommodation from these by bus, tram or taxi.

Accommodation

The Student Accommodation team are working hard to make sure your university journey is impacted as little as possible by the coronavirus pandemic. You will find the most up-to-date information on our website.

napier.ac.uk/accommodation

Tell your family/friends you have arrived

Your family and friends will want to know that you have arrived safe and well. Call them as soon as you can! There are public payphones located in the arrivals hall at Edinburgh Airport.

Student Accommodation Office

napier.ac.uk/accommodation

✉ accommodation@napier.ac.uk

☎ +44 (0)131 455 3482

Find out how to get around the city

Edinburgh is a compact city and getting around it is easy. All our campuses and student accommodation are well connected by public transport or you may find that you prefer to walk or cycle.

Bus

Lothian Buses provide an excellent bus service and serve all our campuses and accommodation. If you plan to use buses regularly, we recommend you get the student Ridacard (weekly, monthly or yearly). It will give you access to all regular buses, Airlink to the airport, night buses and all trams.

lothianbuses.co.uk

Trams

Edinburgh Trams run frequently between the city centre and the airport, and past our Sighthill campus. The trams work in partnership with Lothian Buses so your

Take a look at our map on page 17.

ticket will serve both trams and Lothian Buses.

edinburghtrams.com

Trains

The main train stations are Edinburgh Waverley and Haymarket. From these, you can travel across the rest of the UK and on to Europe.

networkrail.co.uk

Walking and cycling

Edinburgh has an extensive network of walking and cycle paths. All three campuses are easily accessible from them. Walking or cycling is a very affordable and environmentally friendly way to travel around the city. The University has secure cycle lockers on all campuses that you can access with your student card.

edinburgh.gov.uk/info/20087/cycling_and_walking

Driving

If you choose to drive in the UK, you must hold a valid licence. If you hold a licence in your home country, you can check online if it is accepted here.

gov.uk/driving-nongb-licence

Any car you drive must be properly registered, taxed and insured. There are also strict laws against drinking alcohol and driving, speeding and not wearing a seatbelt.

gov.uk/browse/driving

Taxis

Taxis are a more expensive way to travel, but they can be useful for short journeys or travelling late at night. Ask the driver for an estimate of the cost before you get in a taxi and always check that it has an official licence plate.



Immigration

Collect your Biometric Residence Permit (BRP)

If you make your visa application overseas, you will receive a 90-day entry clearance visa in your passport.

When you receive your Student Visa application decision, there will be further information contained in the letter advising you where you need to collect your BRP on your arrival to the UK. Your BRP will show the full duration of your studies.

Register with the police

You may be required to register with the police upon arrival in the UK, your visa will state if this is necessary. You will be asked to show your BRP at your appointment, make sure you collect this in advance. You can find further information on the Police Scotland website.

scotland.police.uk/contact-us/overseas-visitor-registration-registering-with-the-police

Get settled in

International Student Induction

Our International Student Induction is being replaced by a range of online talks, helping you learn about the University and Edinburgh. We are working hard across the University to plan this.

Our aim is to deliver a valuable experience for you at the start of the academic year, despite any restrictions that may still be in place. We will be in touch soon with further updates about the start of semester.

The International Friendship Club

Whether you are new, home or international, undergraduate or postgraduate, through the International Friendship Club you can meet and interact with people from all over the world.

The club runs regular activities designed to create new friendships, experience the best of Scotland and beyond, and to make every student's time in Edinburgh an unforgettable one.

Throughout the year, the club organises themed events representing different countries, trips around Scotland, movie nights and pub nights and lots more. You can sign up before you come to Edinburgh or once you arrive.

We hope to have a combination of physical and virtual events.

my.napier.ac.uk/international-students/friendship-club

Finance

Arrange payment of your tuition fees

You can pay your tuition fees in full or in two, three or six instalments. If your fees are being paid by a sponsor, you will be asked to provide evidence at matriculation.

napier.ac.uk/internationalfees

Pay for your University accommodation fees

You will be asked to pay a £500 advance rent payment if you are staying in University accommodation.

You should set up a payment plan for your rent payments within five days of receiving your reservation email. Pay in full to receive a 3% discount, or set up monthly card payments.

napier.ac.uk/study-with-us/accommodation/rent-and-financial-information

Open a bank account

If you are studying for more than one semester, you can open a bank account. For shorter visits, you will need to find a bank that will accept you.

Money Saving Expert is a good resource to help compare the different types of account available to you as a student.

moneysavingexpert.com

Learn about the different banks and accounts and decide which suits you best. Staff in the local banks can also help find

the right account for you.

How to open an account

Bring with you:

- Your passport
- A letter from the University confirming your student status and showing your address. To get it, ask at an iPoint on your campus.

Get started at the University

Get your student identity card

Your student identity (ID) card provides photographic proof of your identity as a current matriculated student at Edinburgh Napier University. It includes your student number, your photo and the end date of your course.

As part of the online matriculation process, you will be asked to upload a photo of yourself. Once you are fully matriculated, your ID card will be posted to your term-time address so make sure you update this once you have matriculated.

Attend your school academic induction

This is your first appointment with your school and explains when and where you need to be on your first day. You will meet your programme leader and fellow students.

You will get the timetable for your classes at your induction.

Attend Welcome Week events

This will be an opportunity to welcome those of you who are new to our community and to get involved in new activities. We'll help you find all the services and information you need to succeed, from student wellbeing and inclusion, to careers and academic skills. While this year will no doubt be different from usual, we'll make sure you get off to a great start.

And Welcome Week will just be the start of a programme of engaging activities we are planning. We have a dedicated team looking

at a range of on-campus and virtual events to make sure you enjoy the great student experience that you would expect – both academic and social – and that we are committed to delivering.

napierstudents.com

Find out about student support in the University

We are here to support you throughout your studies. Visit our help and support section on page 16 to find out who to contact if you need to.



Practicalities

Register for healthcare

All students on full-time courses in Scotland are eligible for National Health Service (NHS) treatment.

Register with a doctor soon after your arrival in case you need medical advice or treatment whilst you are here. You can find your nearest doctor or GP (General Practitioner) on the NHS website. Remember to ask about your meningitis vaccine if you haven't already had it before travelling (see page 7).

nhsinform.scot

How to register

Bring with you:

- Your student ID card
- Proof of identity (passport)
- Proof of address
- Your visa (if applicable)

Arrange contents insurance

If you are staying in University accommodation, you will have contents insurance included. If you are staying in private accommodation, you will have to arrange this yourself.

Price comparison websites, such as moneysupermarket.com or comparethemarket.com, will help you find the best package for you.

Find out about emergency services

Call 999 in an emergency.

You will be connected to the police, ambulance, fire and coastguard services. Call this number if there is a danger to your own or others' lives or if there is a crime being committed.

For non-emergency minor crimes, you can call 101 to receive help.

Get a TV licence

You need a television (TV) licence to watch or record live TV programmes on any channel, or download or watch BBC programmes on the BBC iPlayer. This also applies if you live in University accommodation.

You do not need a TV licence if you do not watch or record live television but you still need to let the TV Licensing office know.

For cost information and payment details, please visit the TV Licensing website.

tvlicensing.co.uk/studentinfo

Arrange council tax exemption

Council tax is set by local councils to pay for local services. As a full-time student, you will most likely be exempt but you will need to confirm your details with the council.

Visit myNapier for more information.

my.napier.ac.uk/life-on-campus/ipoint-and-reception/council-tax



Buy a local mobile phone

Contract	A fixed monthly cost to include phone calls, texts and internet access. Contracts usually last between 12-24 months.
Pay-as-you-go	Pre-pay for phone calls and texts by buying credit. There is no contract so it can be a better option if you will be in the UK for less than a year.

If you decide to have a UK mobile phone, there are many popular companies to choose from. We recommend that you do some research to find the best provider for you.

Price comparison websites, such as moneysupermarket.com or comparethemarket.com, or phone shops on the high street, can help you find the best deal.

Find out about food shops

You can buy food from supermarkets and local shops. The main supermarkets in the UK include Tesco, ASDA, Sainsbury's, Morrisons, Lidl and Aldi. You can check products and prices on their websites.

There are many smaller shops that sell food from the local area or from around the world. You may be able to find foods and produce from your country or that you are familiar with.

HELP AND SUPPORT

We are here to support you to achieve your goals.

Academic Skills

✉ academicskills@napier.ac.uk
my.napier.ac.uk/new-students/support-and-advice

Accommodation

✉ accommodation@napier.ac.uk
☎ +44 (0)131 455 3482
napier.ac.uk/accommodation

Counselling and Mental Wellbeing

✉ counselling@napier.ac.uk
✉ mentalhealthadviser@napier.ac.uk
☎ +44 (0)131 455 2459

my.napier.ac.uk/new-students/support-and-advice

Disability Inclusion

✉ disabilityinclusion@napier.ac.uk
my.napier.ac.uk/new-students/support-and-advice

Student Futures

✉ myfuture@napier.ac.uk
my.napier.ac.uk/new-students/support-and-advice

Edinburgh Napier Students' Association (ENSA)

Services, sports and societies, volunteering and advice for students.
napierstudents.com

International team

Your local country experts and here to help you prepare to study at Edinburgh Napier.
✉ international@napier.ac.uk
napier.ac.uk/international

iPoints

Your first point of contact for information, advice and support on our campuses.
✉ iPoint@napier.ac.uk
☎ +44 (0)131 455 2929
my.napier.ac.uk/life-on-campus/ipoint-and-reception

Visa and International Support

Provide specialist immigration advice, welcome and orientation support specific to your needs. Here to ensure you have a smooth transition into Edinburgh Napier and continued support throughout your studies.

napier.ac.uk/visas-immigration
✉ internationalsupport@napier.ac.uk



EDINBURGH

Getting around our campuses and city



Bus services will take you between our campuses and all across the city for a flat fare. Full time students are eligible for a Student Ridacard, making travel even cheaper. lothianbuses.com



There is an extensive network of **cycle paths** to our campuses and each campus offers secure bicycle storage. edinburgh.gov.uk/cycling-walking



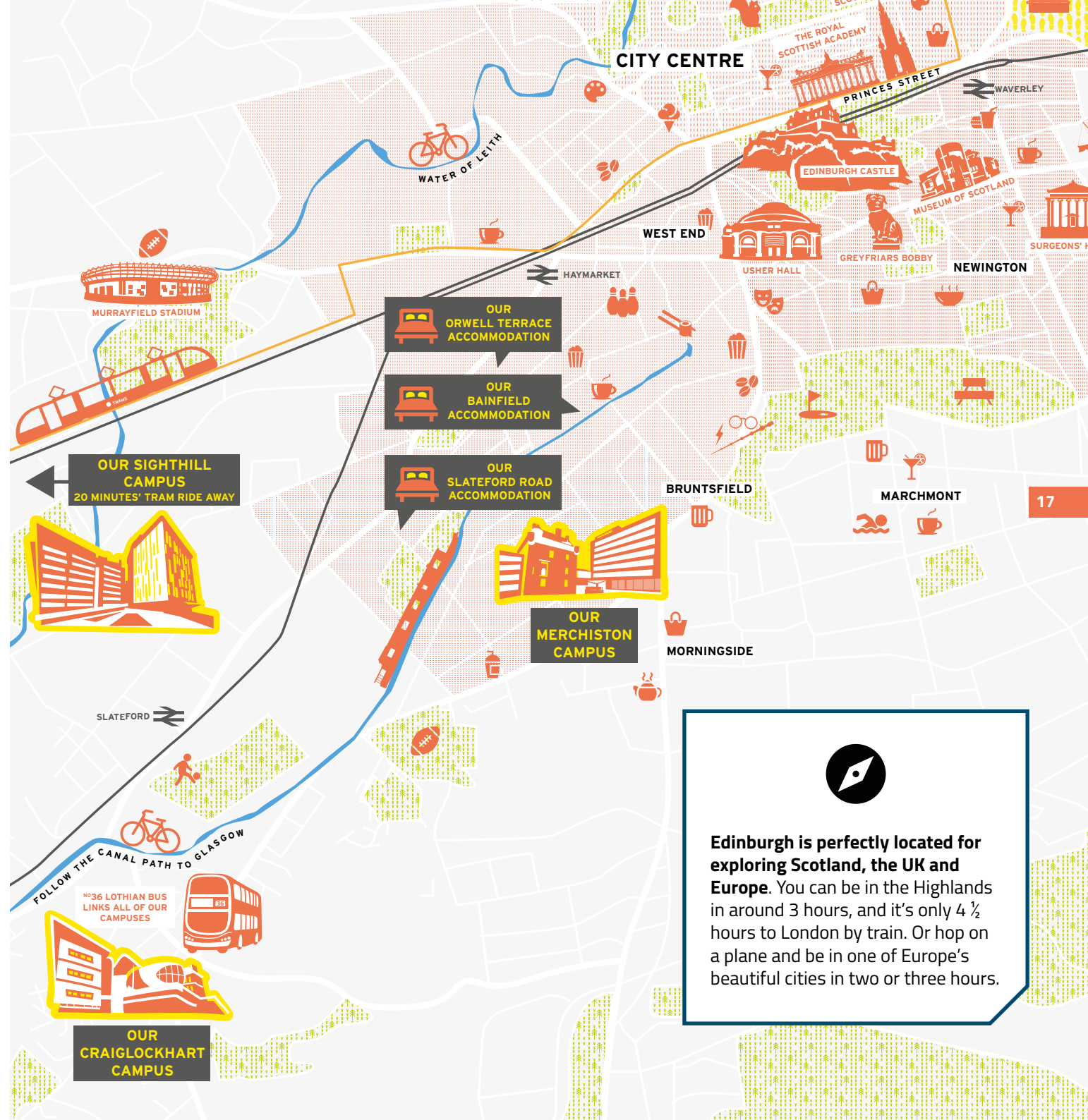
The tram is a great way to get across the city and runs through the centre of town, past our Sighthill campus and out to the airport. You can use your Student Ridacard, too. edinburghtrams.com



The **airport** is situated west of the city centre and offers flights to more than 150 destinations across four continents. edinburghairport.com



Waverley and Haymarket **train** stations offer access to the whole of the UK and on to Europe. networkrail.co.uk



Edinburgh is perfectly located for exploring Scotland, the UK and Europe. You can be in the Highlands in around 3 hours, and it's only 4 ½ hours to London by train. Or hop on a plane and be in one of Europe's beautiful cities in two or three hours.