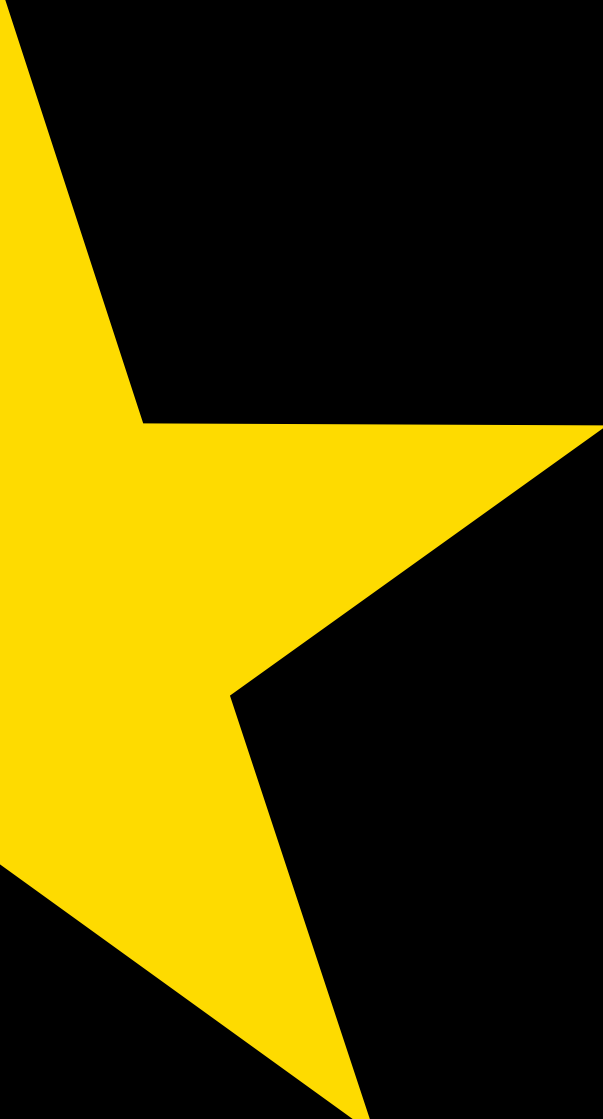


# Congratulations

ARTS UNIVERSITY BOURNEMOUTH



Congratulations on receiving an offer from  
Arts University Bournemouth (AUB).

This guide should provide you with all  
the information you need to make a final  
decision about whether to accept this offer  
and also give you some practical advice  
about the next steps you need to take.

## Your next steps

If you've applied for a Foundation course or an MA course, you'll need to accept your place via the AUB Applicant Portal.

If you've applied through UCAS you'll need to accept your offer by logging in to the UCAS Hub and selecting us as your firm choice.

You can only accept an offer on UCAS once you've received a decision (or withdrawn) from all of your choices. UCAS will give you a deadline to accept your offers and you must respond or your application may be rejected.

Please note you must meet the conditions of your offer by 31 August for Autumn start courses, or 31 December for Spring start courses. Once you've met the conditions of your offer your place will be confirmed. These deadlines apply even if you're applying for deferred entry. Please refer to your offer letter for the conditions of your offer.

## Term dates

Your first day of attendance is listed in your offer letter.

AUB term dates are published a year in advance on our website [aub.ac.uk/termdates](http://aub.ac.uk/termdates).

## Start of the course

Foundation and Undergraduate students will have an induction programme during your first week. This gives us a chance to welcome you to AUB, and you a chance to learn more about your course, meet your coursemates and receive key information about our services. Full details will be provided in the welcome information on the AUB website.

## Course costs

On some courses, you'd be expected to purchase textbooks to support your studies, but on creative arts courses you're more likely to spend money on materials. The cost of materials for producing course work is not included in the tuition fee. You should also expect to visit relevant galleries, exhibitions and live performances, which may include some entry and travel costs.

The amount you spend on materials will depend on the types of projects you undertake, and you'll not be penalized for completing lower cost projects. Several courses also require you to purchase kits and equipment prior to commencing your studies. Full details will be provided in the welcome information on the AUB website.

## Supporting you at AUB

We know that coming to university, and possibly living away from home for the first time, can be a daunting experience. We want to make things as easy as possible for you, to allow you to concentrate on developing your creative talent. But we know that sometimes you may need a bit of extra help or professional advice.

Please see our website [aub.ac.uk/studentssupport](http://aub.ac.uk/studentssupport) or call **01202 363780** for more information.

## **You may be reassured to know that we offer:**

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A Faith and Reflection centre, available to support students of all faiths and of none

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Same-day mental health support from AUB's wellbeing team and the NHS University Retreat - no appointment needed, just turn up to discuss your concerns

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A disability advice service, providing advice and support for a range of disabilities and neurodiversity

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Study skills tutors, who can provide support with your written work – especially if you have a specific learning difficulty

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If English isn't your first language, English for Academic Purposes tutors will help you develop the language and study skills you need to succeed in your academic coursework

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A partnership with the local GP surgery to provide dedicated medical surgeries each week

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Advice and support on practical aspects of living in the UK for European and overseas students, from our dedicated International Office

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Support from Dorset Police neighbourhood policing team

## Physical access to AUB

The majority of the campus is wheelchair accessible, with automatic doors, lifts and toilets all suitable for wheelchair users. However access to certain studios and departments may be limited. In instances where access is limited, we'll endeavour to ensure that classes and tutorials are undertaken within accessible spaces. Free parking is available for blue badge holders only.

If you have asthma or breathing difficulties, the atmosphere within some workshop areas may aggravate your condition and you should discuss with your doctor any health implications prior to you being exposed to these hazards.

## Go green! Travelling to the campus

We strongly encourage you to use sustainable transport options to get to the University. Many of our students walk or cycle in every day, which is a great way of staying active as well as saving money on transport. Alternatively, there's a dedicated University bus service which covers most of the Bournemouth and Poole conurbation. We support this as part of our commitment to sustainable travel and reducing carbon emissions.

Car parking on site is not available to students, with the exception of disabled blue badge holders. Students are allowed 30 minutes to drop off/pick up equipment that is difficult to carry on foot, subject to booking availability.

## Student feedback

We take student feedback extremely seriously. We have student representation on most of our committees, elected by the student body – and this includes elected student reps at course level. We believe that students should be able to influence how their course is run, and to let us know when things aren't working out the way they expected. We always think carefully about the feedback we get, either directly or through surveys, to make sure that we can respond in a way that is fair to all students.

## Accommodation

Just as you're not all studying the same course, we know our students like different styles of places to live. There's a range of halls of residence, each offering something unique – from modern, self-contained studio flats to more traditional en-suite rooms in cluster flats available in Bournemouth town centre or our on-campus halls, opened in 2021. You may also wish to live in shared private rented accommodation in the local areas such as Winton, Charminster and Ensbury Park.

For full information, including how to book a room in halls, check out [aub.ac.uk/accommodation](http://aub.ac.uk/accommodation)

If you don't wish to live in a halls of residence, our website has lots of guidance and information about how to find accommodation in the local area.

If you have additional queries, please contact one of our Student Services Advisers on [studentadvice@aub.ac.uk](mailto:studentadvice@aub.ac.uk) or call **+44 1202 363780**

Imogen Catchpole BA (Hons) Interior Architecture and Design



## Terms and conditions

In becoming a student at AUB, you agree to the various terms and conditions of enrolment at the University. This includes accepting the regulations of the University, and you'll be required to confirm this when you formally enrol with us.

Most of the regulations are likely to be similar to other universities in the UK, but it's important that you're clear about AUB's regulations before commencing your studies with us. You can read the full terms and conditions on the AUB website here: [aub.ac.uk/uniregs](http://aub.ac.uk/uniregs). We'll let you know if any of these change before you enrol so that you can check you're happy with them.

You might also like to see our Student Charter, which is given on our website here:

[aub.ac.uk/studentcharter](http://aub.ac.uk/studentcharter)

## Changes to your offer

All offers of a place to study at AUB are made in good faith, and the University has every intention of honouring the commitment we've made. However, there may be occasions where we do need to make changes. For example, we may be required to respond to Government legislation or statutory requirements. On rare occasions, we may also wish to update our policies and procedures after the January deadline. This will only be done in consultation with the Students' Union, and the student interest is always considered.

If we do make changes of this type, we'll tell you as soon as possible.

On very rare occasions, we may decide not to deliver a course in a particular year. This might happen if, for instance, the minimum number of students needed to ensure a good educational or student experience has not been met. If we do decide not to enrol students onto a particular course, we'll make this decision as soon as we can, while recognising that some courses tend to attract later applications. For undergraduate courses, we'll usually decide by the end of June - and we'll always try to offer you a place on another suitable course.

It's important that we make periodic adjustments to course content to ensure we react to changes in creative industry practices, ensuring the most up to date and relevant knowledge in your subject area, and also to make the best use of educational opportunities which arise. We also make changes in response to student feedback. Changes are proposed by the course team in consultation with the student cohort, and the approval process includes careful consideration of the impact on the student experience. We'll always endeavour to minimise any negative impact, and if any change of this type is necessary, we'll inform you as soon as possible.



## Student Complaints Policy

Our Student Complaints Policy and our Admissions Policy can be found **here**.

There are some circumstances which may fall outside the University's reasonable control. These include an unexpected lack of funding, the departure of key members of staff whose knowledge is unique or not easily replaceable, severe weather, fire, the failure of electricity or internet service, civil disorder, political unrest, government restrictions or serious concern about the transmission of serious illness making a course unsafe to deliver. In these instances, the University will try to give you early notification of any changes to your offer/course and will try to minimise the impact by identifying alternative ways of meeting your expectations, or providing compensation where it believes there is a fair case to do so.

## Cancelling your acceptance

After you've accepted your offer of a place, you can cancel your acceptance within the cancellation period without giving us any reason. The cancellation period runs for 14 days from the date we receive your acceptance. If you cancel your offer within the cancellation period, any deposit or administration or other fees you've paid will normally be refunded in full. If you start your course during the cancellation period, please refer to the Fees Payment Policy which can be found at **[aub.ac.uk/fees](http://aub.ac.uk/fees)**

You can cancel your acceptance by informing the University's Admissions Office by email at **[admissions@aub.ac.uk](mailto:admissions@aub.ac.uk)** confirming the following details:

- I give notice that I cancel my acceptance of your offer of a place to study on the course.
- Name of Applicant.
- Address of Applicant.
- ID Number of Applicant (if known).



## Visas and other essential information for international students

International students will need to consider immigration requirements when accepting their offer and when preparing for their student visa application. For further advice please go to [aub.ac.uk/visas](http://aub.ac.uk/visas) or contact [international@aub.ac.uk](mailto:international@aub.ac.uk)

AUB's International Office is here to support you throughout your journey with AUB, including during the application stage. Please contact the team with any questions which you may have at [international@aub.ac.uk](mailto:international@aub.ac.uk)



## Advice and Support

We provide a free professional service to all new and existing international students and carry out immigration activities in accordance with the Office of the Immigration Services Commissioner (OISC). We can help with:

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General Student Visa advice, including entry clearance or leave to remain applications, financial evidence, dependants, visa refusals, visa errors and checking supporting evidence such as bank statements prior to your visa application

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General information regarding non-Student Visa routes – including family visas and Schengen visas

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Visa implications if your circumstances change, such as taking a break from your studies

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Working during your studies and post-study visa routes

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Please ensure you carefully read the regular emails and portal messages from the International Team and Compliance Officer regarding the visa application process, CAS preparation and updates to the UK immigration rules

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## Confirmation of Acceptance for Studies (CAS)

In order to apply for a Student Visa, you'll need to prove that you've been accepted onto a full-time course and have met the conditions of your offer. When you make your visa application you must include your CAS number (provided by AUB) on your visa application.

Please note, any offer received from AUB is an assessment of your academic suitability for a course and is not confirmation you'll be issued with a CAS. The CAS is issued at the discretion of Arts University Bournemouth and is subject to an immigration assessment by the Compliance Officer. Please read the CAS tab on the visa page of our website for more information: [aub.ac.uk/visas](http://aub.ac.uk/visas). If you have concerns about your eligibility for a Student Visa, please contact the International Team and Compliance Officer immediately.

A CAS is not confirmation you'll be granted a visa and you must meet all other requirements as set out in the Immigration Rules and summarised at [aub.ac.uk/visas](http://aub.ac.uk/visas)

## Enrolment

When international students arrive at the university for the first time, AUB is required to take copies of their passport, visa and qualifications as part of the mandatory requirement under our Home Office Sponsor Licence. Please ensure you read the enrolment policy and carefully read the correspondence sent from the International Office to ensure you have the required documents prior to your departure.



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Wallisdown, Poole  
Dorset, BH12 5HH  
United Kingdom

Admission enquiries

**+44 (0)1202 363228**

**admissions@aub.ac.uk**

International enquiries

**+44 (0)1202 363233**

**international@aub.ac.uk**

Accommodation enquiries

**+44 (0)1202 363780**

**studentadvice@aub.ac.uk**

Fees enquiries

**+44(0)1202363356**

**income@aub.ac.uk**

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