We are delighted to welcome you to the University of St Andrews, Scotland’s first university. International students and scholars have been drawn to St Andrews since our foundation in 1413 and today you are joining a thriving, cosmopolitan and close-knit academic community.

Our Exchange and International Study Abroad Programmes partner us with universities across Europe and worldwide. Every semester we welcome a new group of visiting students who explore their academic interests in a variety of disciplines and who enjoy a taste of St Andrews student life, while enriching our community with new ideas and different perspectives.

Whether you are joining us for a semester or a full academic year, we hope that you will enjoy your time with us, and return to your home institution with new intellectual interests and many happy memories of the unique educational experience offered here.

I look forward to meeting you during Orientation.

Professor Lorna Milne
Proctor & Senior-Vice Principal
To introduce you to the University and ensure that you are equipped with essential information to make the most of your time at St Andrews we have prepared a short orientation programme for all our new students. Please make sure that you come along to all the events. There is spare time factored in as well so that you can explore the town and ensure that you are ready to start your classes on Monday 29 January.

**Wednesday 24 January**

**Halls of residence Open**
10.00am

**Soup and sandwiches in halls**
5.30pm to 6pm

**Thursday 25 January**

**Welcome Talk**
Buchanan Lecture Theatre (TBC)
9.30am
An introductory talk and welcome from the CSA team, Student Services and the Library.

**Academic Culture Session**
10.30am
This session addresses the distinctive features of the St Andrews’ academic culture, including types of assessment, the emphasis on independent learning, teaching styles and good academic practice.

**Lunch**
12noon to 1.30pm
For students to choose – you may wish to return to your hall of residence.

**University Tours**
1.30pm to 3pm
Meet outside the Students’ Association on Market Street. Take a tour of the town and University with one of our Student Ambassadors.

**Welcome Reception**
3pm to 5pm
Meet with academic staff ahead of Advising and find out more about the services available at St Andrews (includes a drinks reception so please bring your ID).

**From 4pm we will be holding a ceilidh to celebrate Burns’ night. You will also have the chance to sample some haggis, neeps and tatties!**

**Friday 26 January**

**Advising and Matriculation**
Gateway Building
9am to 2pm

**Sunday 28 January**

**University Chapel Service**
11am
Ecumenical service – all welcome. Pier Walk begins after the service.
ADVISING AND MATRICULATION

This will take place in the Gateway Building, North Haugh on Friday 26 January from 9.00 am - 2.00 pm.

Matriculation
Matriculation is the formal process of joining the University and involves online matriculation and other elements that must be done in person, such as Advising and passport and visa checks. To become a matriculated student you must complete all the elements.

You will have been able to complete some of the online elements of matriculation, which opened on Friday 5 January. However there are some stages which you cannot complete until you are here in person. One of these is Advising – the selection of your modules.

You will be emailed an appointment in advance to meet with your Adviser of Studies on 26 January. At this appointment you will have your module choices confirmed and you can then proceed with any outstanding matters relating to the Matriculation process. Staff from Registry and Finance will be there to assist with any element of this that you have had any difficulties with.

Please make sure that you bring your passport, visa or biometric ID (if applicable) and details of who is paying for your fees.

ID Cards
You will be issued with your University ID card at the Matriculation event. If you have already uploaded your photo this will be ready for you. If not then you can get your photo taken and the ID card will be produced.

SERVICES AND SUPPORT

Student Services
Student Services provides a range of professional services and our team is committed to guiding and advising students, while offering strategies, skills and techniques to empower them to cope with any difficulties and challenges they face.

Students can drop into the ASC (the Advice and Support Centre) – our one-stop shop for any information – to be referred on to our teams of specialists, who advise on international/visa, money and disability issues.

The ASC is open 9.30am to 4.30pm Monday to Friday – do drop in and someone will be able to give you the information you need. Can’t make it in person? You can also reach the ASC by phone (01334 462020) and email (theasc@st-andrews.ac.uk).

Student Services is also the core unit providing wellbeing, personal advice, counselling and life coaching, so if you are looking for more than a quick answer from the ASC, and would rather sit down and chat with someone, please call 01334 462720 or email support.advice@st-andrews.ac.uk. One of our Life and Wellbeing Advisers will contact you with a time to come in for an appointment.

Our friendly specialist, counselling and life and wellbeing services are based in Eden Court, a building on The Scores opposite the St Andrews Aquarium. We are open 9.00am to 7.00pm in term time and 9.00am to 5.00pm during vacations. We look forward to meeting you soon!

Further information is available at: www.st-andrews.ac.uk/studentservices
Supporting your Study Abroad in St Andrews
As a registered Exchange or Study Abroad student, you will have access to the same facilities and services that are available to other registered students of St Andrews.

In addition, the Collaborations & Study Abroad team runs daily Student Consultation Sessions during term time (2.00 - 4.00 pm, Monday to Friday), which are designed to provide an extra resource for Exchange and Study Abroad students while in St Andrews. Whether you have a form that needs a signature, would like advice about your programme, or just want to have a chat about your Study Abroad experience, the CSA team will be happy to see you! We are located in St Katharine’s West on The Scores, just next to the Arts Building.

Our Study Abroad Intern, Katie Dominy, plays an important role in the CSA office, and will be in touch with you during your time in St Andrews, via email and through our Facebook page, to share with you updates about our Buddy Scheme, CSA events and our annual Study Abroad photo competition. E: studyabroad@st-andrews.ac.uk

Studying away from your home may seem like a daunting prospect but familiarising yourself with the academic practice and culture at St Andrews will help you to settle more quickly into your studies. We want your experience at St Andrews to be positive and intellectually stimulating.

We suggest that you read the ‘Before you arrive’ section of our webpages to familiarise yourself with life in St Andrews: www.st-andrews.ac.uk/study-abroad/at-st-andrews/before

The Buddy Scheme pairs a visiting student from an overseas university with a student from St Andrews who has recently returned from their year abroad. The scheme operates for both semesters. For visiting students the Buddy Scheme is a terrific opportunity to meet somebody who has had a similar experience of studying or working abroad, who knows St Andrews and you can practice your language skills together. It’s also a good way to meet people and make friends.
If you are staying in University accommodation the halls open at 10am on Wednesday 24 January. On that day for those of you in catered Halls there will be food provided between 5.30pm and 6.00pm. Thereafter in catered halls normal mealtimes will be adhered to which you will be informed about on arrival.

When you are in the hall there is wardenial staff available during the evenings and weekends to help you with any problems or concerns that you may have. During weekdays you can contact The ASC for any help (see page 5). Information will be given to you about how to contact them and please make sure that you find this out. They are there to help you settle in.

Buying food
St Andrews is not large and you can easily locate individual food shops in the town centre. There are also five supermarkets in St Andrews which stock a wide range of food and other goods.

- Tesco and Sainsbury’s are the most central and both located in Market Street.
- Morrisons is the biggest supermarket and is opposite the Community Hospital on Largo Road.
- Aldi’s is a low cost convenience store also on Largo Road just before the Community Hospital.
- Marks & Spencer foodhall is on Largo Road.
When must I do my TGAP?
You must complete TGAP before completing matriculation.

Where can I find my TGAP?
The Training in Good Academic Practice is on your Moodle page: Current Students/Moodle/Show My Courses. Complete each section in any order and then complete the final assessment – keep trying until you pass.

How long will it take?
Depending on your prior knowledge, the compulsory training should take you no more than two hours.

What if I am still not sure?
The University offers additional support through CAPOD (www.st-andrews.ac.uk/capod) for any student not sure of what Good Academic Practice means. In addition you can seek advice from academic staff in your School.

What is Good Academic Practice?
Good academic practice is about approaching and completing your academic work with integrity. Fundamental values of academic integrity include: honesty, responsibility, fairness, justice, respect for your work, learning and ultimately your degree. These are the values promoted by the University of St Andrews, the academic community you are now joining.

As a member of this community you will be accessing, sharing and discussing others’ works, concepts and ideas, from which you will develop your own knowledge.

Why is it important
It is important that within this community all members are judged on their individual academic abilities, and that no student is allowed unfairly to take advantage over others, to affect the security and integrity of the assessment process, or to diminish the reliability and quality of a St Andrews’ degree. In short, it is important that no student participates in any form of academic misconduct but that, instead, they develop good academic practices that promote integrity, character and a work ethic worthy of the awarded degree.

Surely I know about this already
For many of you, especially postgraduates, this training will contain information already familiar to you; however, there may be some conventions (and rules) particular to the University of St Andrews that you have not encountered in your previous studies. For others, the information regarding good academic practice and academic misconduct in this course will be new and exceedingly important for you to learn.
What is iELS?
The in-sessional English Language Service (iELS) works with students who are users of English as an additional language to help them communicate with confidence and success. We welcome undergraduate and postgraduate students of all language proficiencies.

We work with students on a wide range of areas, including:
- communicating argument in writing and speech
- interacting effectively with others when:
  - working in groups
  - communicating with staff
  - conversing with flatmates
- improving pronunciation, presentation speaking, grammar and vocabulary.

How do I access the service?
Arrange an introductory tutorial.
You can do this online: Taught students, book at http://insessionalprovision.simplybook.me/sheduler/manage
Research students, email: iels@st-andrews.ac.uk

Do I have to pay?
No! iELS is a completely free service.

ELT, Kinnessburn, Kennedy Gardens
St Andrews, KY16 9DJ
E: iels@st-andrews.ac.uk
www.st-andrews.ac.uk/elt/iels

Testimonials
Here’s what our students say:

“It made me a far more confident and competent user of English. The tutors are very friendly, approachable, encouraging and professional, focusing on your needs, so it’s less about making mistakes and more about empowering you.”

“I really love the teaching methods.”

“The tutorials have helped me immensely. I became much more aware of how I use language which is so important because as a scholar language is my main tool. I became much more confident, much more aware.”

“iELS tutors are very good at communicating and encouraging students.”

“It’s specific to you, it’s tailored to you.”

Music Centre
The Music Centre offers a warm welcome to all students interested in any branch of music, whether as performers or listeners. We are open to everyone, from absolute beginners to experienced musicians, whether you want to take lessons, play in groups, practise or just come and listen. We have a team of around 30 professional instrumental and vocal teachers, and a wide range of instruments available. There is a Music Technology Studio, a well-stocked library and instrument lockers for those who require them. We present a regular series of lunchtime and evening concerts throughout the year. Membership of the Centre is open to all students and costs just £33 a year: follow the membership link at www.st-andrews.ac.uk/music

MusicCard
St Andrews students may purchase a MusicCard for £55 which entitles them to all the benefits of Music Centre membership plus free admission to many concerts presented by the Music Centre, Music Society, the St Andrews Concert Series and the St Andrews Chorus – this represents exceptional value.

Instrumental/Vocal Tuition and Scholarships
If you would like to take lessons while you are studying at St Andrews, visit the office in the Younger Hall for details and to sign up. Lessons cost £16.50 for 30 minutes, and are payable in advance for each semester.

Groups
We run a wide variety of ensembles, from opera to saxophone and baroque to modern jazz. Some of these groups are open to all without audition; others require auditions. There are also numerous student-run groups, many of which also hold auditions at the start of term. Full details from the Music Centre office.
The Chaplaincy is available to all students and staff of the University, regardless of faith and philosophy of life. How can we help you?

Donald MacEwan is Chaplain to the University (staff and students) and his office is in the building called Mansefield in St Mary’s Place on weekdays. Along with his team, he offers…

Pastoral Care (for all, regardless of faith):
• Confidential listening
• Support in your particular circumstances
• Help in searching for meaning
• Hospital visiting.

Thinking Allowed – discussion group for all on faith Ministry.

Discernment Group – for those exploring Ministry.

Chaplain’s Conversations – public events where the Chaplin talks with academics

Support for student faith societies:
• Buddhist, Christian, Islamic, Jewish, inter-faith.
• Honorary Chaplains: Christian, International, Jewish, Muslim; Buddhist, Pagan and Humanist Contacts
• Space for prayer and meditation, at Mansefield, 3 St Mary’s Place, and Agnes Blackadder Hall.

International Students Befriending Scheme
Putting students, for whom English is not their first language, in contact with local families.

Christian Worship (during term-time)
University Service: Sunday, 11am, St Salvator’s Chapel, followed by Communion, Pier Walk and refreshments.

Morning Prayer Monday – Friday, 8.40-8.50am, St Salvator’s Chapel.

Evensong Wednesday, 5.30pm, St Salvator’s Chapel Sunday, 4pm, St Salvator’s Chapel.

Compline Thursday, 10pm, St Leonard’s Chapel.

Orthodox Every month, usually second and third Sunday, 10.30am.

St Leonard’s Chapel: www.st-andrews.ac.uk/chaplaincy/chaplaincyandfaiths/orthodoxliturgies

To get in touch:
Mansefield, 3 St Mary’s Place
Tel: 01334 462866
E: chaplaincy@st-andrews.ac.uk
www.st-andrews.ac.uk/chaplaincy
www.facebook.com/mansefield

The Chaplaincy
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UPCOMING STUDENTS’ ASSOCIATION EVENTS

Monday 29 January
Welcome Back Ceilidh (£6)
Club 601
8pm to 10pm

Tuesday 30 January
Kystyna Lennon and the Hypnodog (£9)
the StAge
8pm to 10pm
This is a comedy hypnotist act, where you can also have the opportunity to be hypnotised yourself!

Wednesday 31st January
Women’s Hockey presents: Rodeo Night! (£3/£4)
Club 601
10.30 pm to 2 am

Thursday 1st February
To Be Announced

Friday 2 February
Gaga VS Beyonce BOP (£3)
Club 601
10.30 pm to 2am

Saturday 3 February
the Stickmen (£8)
Club 601
10.30pm to 2 am
Are you ready for a high energy act that fuses DJing with an expressive, interactive live performance? Iconic music samples and bursts of colour are synergistically triggered with each strike of a huge illuminated drum kit.

Sunday 4 February
Refreshers’ Fayre
11 am to 4.30 pm
Come along to the annual Refreshers Fayre – a great chance to explore the vast range of activities that St Andrews has to offer. We have societies for everything from Dr Who to Law to Ultimate Frisbee. Hosted by the Students’ Association and Athletic Union.

Keep your eyes peeled for more acts, events and information at www.yourunion.net/refreshers

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Non-drinking events
**CONTACTS**

**Student Services**
The ASC  
79 North Street  
St Andrews  
KY16 9AL  

**T:** 01334 462020  
**E:** theasc@st-andrews.ac.uk  
www.st-andrews.ac.uk/students/advice

**USEFUL TELEPHONE NUMBERS**

**In the University**
Main University Number and contact for urgent matters outside normal working hours 01334 476161.

Collaborations & Study Abroad 01334 462245  
IT Helpdesk 01334 463333  
University Library 01334 462283

**External numbers**
Emergency Services 999  
Health Centre 01334 477477  
NHS 24 (for any health problem) 0845 4242424