



How can I take part in Study Abroad?

You can study abroad as part of most full-time undergraduate degrees at Leeds Trinity University. You can study within the EU / EEA as part of the Erasmus+ programme, or at one of our worldwide partners outside Europe.

You must study at one of the approved Leeds Trinity University partners who must teach the subject area(s) of your degree at LTU. Your study abroad placement can only be taken at one university - not at multiple institutions.

For more information about our partners and where you can study please visit

<http://www.leedstrinity.ac.uk/studyabroad>

or contact studyabroad@leedstrinity.ac.uk.

Steps you will need to follow:

- Do some research into your potential study abroad destinations, and select the University you would like to study at.
- In consultation with your Leeds Trinity department Study Abroad Coordinator prepare a proposed study package which is equivalent to a full time credit load at Leeds Trinity (i.e. 60 LTU credits per semester). Typical credit amounts at our partner universities are provided below:

University	Typical Semester Credit Load
Institutions in the USA St Francis Xavier, Canada Sogang, Korea	15 credits (5 x 3 credit units)
King's College Ontario	Minimum 4 courses
Notre Dame, Australia	100 credits (4 x 25 credit units)
Australia Catholic University	40 credits (4 x 10 credits)
Taylor's, Malaysia	16-20 credits
Erasmus+ partners (Europe)	30 ECTS credits

Your LTU Study Abroad Coordinator can advise you what classes you need to take to ensure you are studying equivalents of any compulsory modules you would usually take at LTU. You should be able to find lists of available modules on the webpage of the institution you wish to study at.

- Ensure that your language proficiency is sufficient if applying to an institution where the course is not taught in English.

- Complete the Leeds Trinity Study Abroad application form - and submit it to the International Office before the deadline:
 - For Semester 1 (September) placements **January 31st**
 - For Semester 2 (January) placements **October 31st**

Your form will need to be signed by your Leeds Trinity Study Abroad Coordinator to confirm they support your application to study abroad, and are happy that you can complete all necessary requirements of your LTU degree if you study abroad (work placements etc). You will need to give an indication of the modules you will take at Leeds Trinity in the semester you are not away on exchange.

What criteria do I need to satisfy to be eligible to undertake a study abroad placement?

You must:

- be registered on a full-time degree programme at Leeds Trinity
- pass all level 4 modules and be eligible to progress to level 5 of the Leeds Trinity degree
- have a strong working knowledge and competency in the language of the proposed placement institution if courses there are not taught in English
- submit a satisfactory personal statement, detailing the academic and cultural reasons for wishing to undertake the period of study at the partner university
- complete the Leeds Trinity Outbound Study Abroad application form, detailing your proposed study package by the deadline (see above)
- ensure you can complete all compulsory elements of your Leeds Trinity degree and provide an outline of the modules you will take at LTU for the semester you are not abroad
- to receive funding to study abroad through the Erasmus+ scheme you must be an EU national or a national of an EEA country and not have received a previous Erasmus grant

How are applications assessed?

The assessment of the application will be based on:

- the completed Leeds Trinity Outbound Study Abroad application form, detailing your proposed study package
- a 300-500 word statement explaining why you wish to undertake the period of study abroad
- current academic progress and level 4 results
- availability of places at the chosen overseas institution
- any other relevant information indicated on the application form

Leeds Trinity will need to be satisfied that you will benefit academically and personally from a period of study abroad; that the partner university must be able to provide a period of study as close as possible in standard and content to the equivalent period of the Leeds Trinity degree; that you will be able to cope in a different learning and teaching environment and will have a reasonable chance of successfully completing level 5; and that the completed year will permit smooth progression to the final year of the degree back at Leeds Trinity.

When will I know if I have been successful in my application to study abroad?

All candidates will be notified of the outcome of their application by email. For students applying to go abroad starting in semester 1 (typically September) this will be by 28th February, for students starting in semester 2 (typically January) this will be 15th November.

When will I go abroad?

Undergraduate students can only participate in study abroad programmes in the second year of their three-year undergraduate degree and can only study abroad for one semester.

Will the study abroad placement count towards my final degree?

Study abroad placements are taken on a pass/fail basis. Undergraduates who successfully pass the agreed classes taken overseas will be credited with the modules to count towards their overall degree requirements (in a way similar to how first year study is credited). However, module results will be non-numerical and students' degree classifications will be based on their numerical marks awarded by Leeds Trinity University.

What subjects can I study?

Study abroad is not an additional semester or a semester out, either in academic or funding terms. Students must study classes that their department(s) are prepared to accept as equivalent to (but not necessarily the same as) the modules they would have studied at Leeds Trinity during that semester. Where the curriculum determines that compulsory courses must be studied, equivalent courses must be studied during the placement. The academic department will need to be satisfied that the non-standard syllabus will permit the student to undertake level 6 courses on return to LTU.

How fluent must I be in the language of the country I wish to study in?

Studying abroad can be a great chance to develop your language skills even if you don't study a foreign language as part of your degree. If your chosen destination teaches in a foreign language you need to be able to show that you have considered this fully and are able to study in another language and your study abroad coordinator will bear this in mind when considering your proposal to study abroad.

Some Leeds Trinity Erasmus+ partner institutions teach in English even where it is not the main spoken language in the country, so you don't necessarily need to speak another language to study abroad there. Please refer to the list of partners on the study abroad website for further information.

Funding and Costs to Consider

- **Tuition** - students participating in study abroad will pay their tuition fee in exactly the same way as normal and no tuition fees to the partner institution (although there may be some other fees (e.g. student union membership, sports membership, travel passes)).
- **Other costs** of studying abroad can vary and will be affected by your choice of location, accommodation, travel plans and your lifestyle. You may need to pay for a visa, for insurance and travel and living expenses which can widely vary depending on your destination. You should carefully consider the costs before deciding on your preferred study destination.
- **Leeds Trinity University Study Abroad Scholarships and Travel Awards** – the University has a number of £1500 Study Abroad Scholarships which are available to LTU undergraduates studying abroad who do not receive Erasmus+ funding during 2017/18. Application forms are at www.leedstrinity.ac.uk/studyabroad - the deadline for the first call for applications is **31st January 2017** regardless of which semester you are thinking of studying abroad in. All students who study abroad and **do not** receive either the Leeds Trinity Study Abroad Scholarship or Erasmus+ funding are eligible to receive a Leeds Trinity University Travel Award of £250.
- Student grants and loans – UK students can usually apply for both a Maintenance Loan to help pay for living costs while studying abroad and a Tuition Fee Loan in the usual way, and you may be entitled to a higher level of financial support. More information will be provided to study abroad students prior to departure. Information on how studying abroad affects your student loans can be found here: <https://www.gov.uk/student-finance/overview>
- **The Erasmus+ grant** is available to students studying at one of LTU's Erasmus+ partners in Europe. Eligible students receive funding provided by the European Commission - this is paid through LTU. This grant contributes towards the extra costs that you may encounter from studying abroad. For 2016/17 the grant can be up to €280 to €330 a month, depending on the country you visit.

There is an additional €100 per month awarded to students who are from disadvantaged backgrounds and meet widening participation criteria. If you are eligible for this, it will be added to your grant automatically. Please let us know if you think you should be entitled to extra funding.

If you have a severe disability or exceptional special needs then you may be entitled to extra funding to cover associated costs on your Erasmus placement. The additional financial support that Erasmus provides for students with disabilities and other support needs helps to ensure that the programme remains inclusive and open to everyone. If you are considering applying for a special needs allowance you should contact us as soon as possible – ideally before the academic year you will be studying abroad. Please see <https://www.erasmusplus.org.uk/additional-support> for more information about the additional support you may be able to access.

Participation in the Erasmus+ programme is confirmed on an annual basis. Leeds Trinity's involvement has been confirmed to the end of the 2016/17 academic year. Participation for 2017/18 should be confirmed in spring 2017.