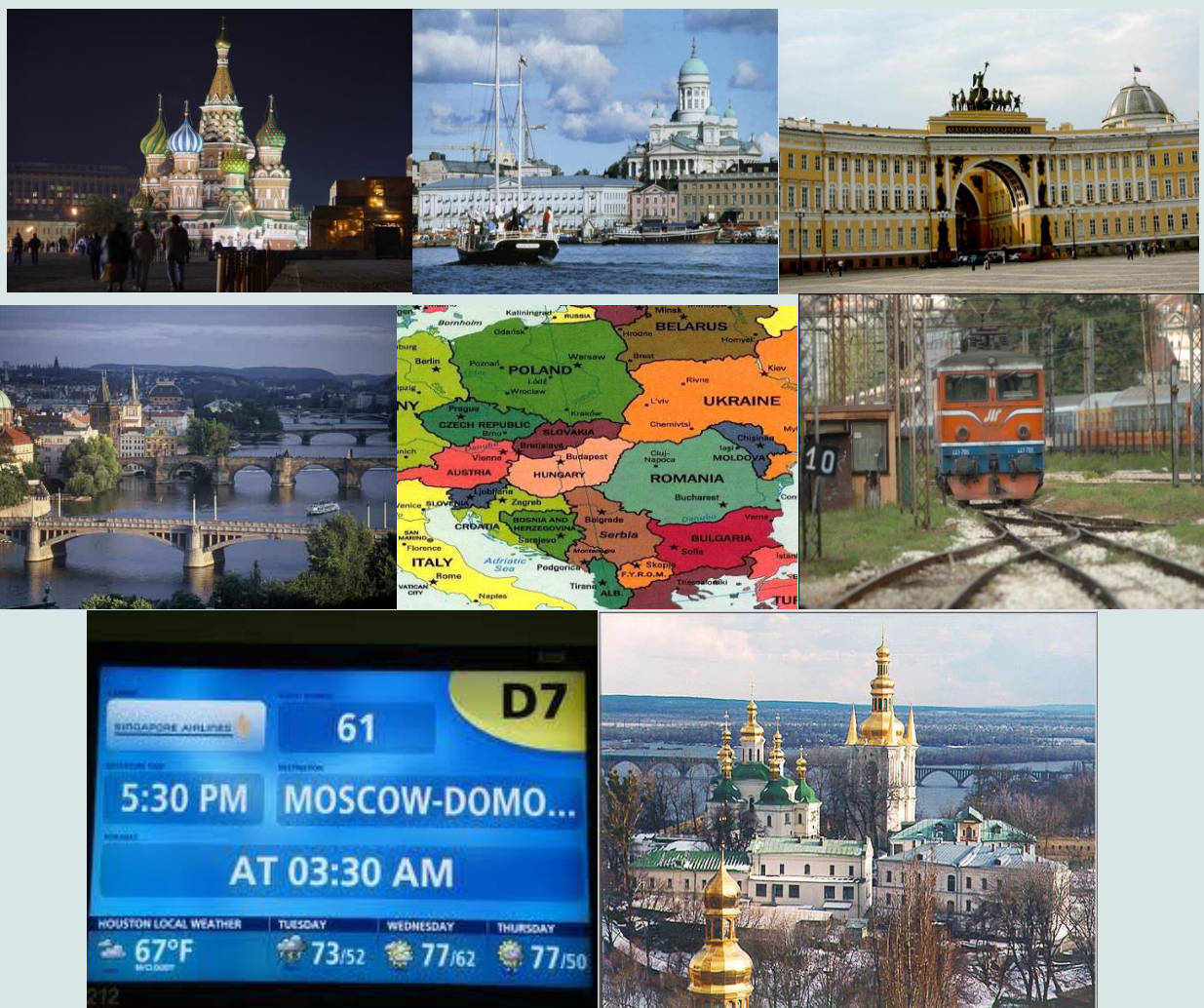


# SSEES YEAR-ABROAD HANDBOOK

For students abroad in 2022-23



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Please note that this handbook is fluid and subject to change. The information it contains is correct at the date indicated on the front of the handbook and every effort will be made to update the handbook quickly when changes are required.

When you refer to the handbook, please ensure you are using the most up-to-date version (i.e. the version posted on Moodle). The date of the handbook is given on its front cover.

**The current version was last updated on 08 November 2021.**

## 1. Introduction

Studying abroad is a highly rewarding, though often challenging, experience. SSEES students returning from their year abroad describe their experience as 'life-changing', 'inspiring' and 'the best year of my life'. The experiences and skills developed while abroad further academic and personal development, as well as cultural and social awareness, and provide a foundation for final-year undergraduate and future postgraduate study. Employers of all kinds require people who can think and work in a global context; graduates who have embraced the challenge of a year abroad are best equipped to meet these demands.

The following pages summarise the year-abroad destination options on offer within each SSEES programme and explain what you have to do to prepare for your year abroad. **Please remember: your year abroad is your responsibility and you should take ownership of it. You are responsible for knowing and adhering to the programme requirements of your year abroad.** Please take some time to read through this Handbook, therefore, to explore the SSEES Year-Abroad Moodle site for second-year students and to browse the UCL Study Abroad Team's 'preparing to go abroad' webpages: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad>

## 2. Preparing for your year abroad

General advice about issues to consider when choosing your destinations and the effects of coronavirus (COVID-19) on travel can be found here: <https://www.ucl.ac.uk/students/go-abroad>

Also use the resources on the YA Moodle site and bear in mind the advice given at that the year-abroad destination briefing in November.

i. First, make sure that you are registered on a four-year degree programme (your degree programme is recorded on your Portico account). **If you are not, you must apply to change your degree programme as soon as possible.** Information about how to apply to change degree programme is given in the SSEES Student Handbook here (see point 12.1.2 Changing Programme): <https://www.ucl.ac.uk/ssees/node/6139>

ii. By February, you will be automatically enrolled on the **UCL Study Abroad Preparation Programme**. All students who undertake a period of study abroad are required to follow and complete this programme prior to departure. The Preparation Programme is run by the UCL Study Abroad Team and takes place during Term 2 of this year. It is designed to provide you with the information you need in order to make practical preparations for your period of study abroad. Successful completion of the Study Abroad Preparation Programme is a prerequisite for progression to your year abroad. Students who do not fulfill all the requirements of the Preparation Programme by the stated deadline (usually the first day of Term 3) may be disqualified from studying abroad. Preliminary information about UCL's pre-departure preparation programme can be found here: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/pre-departure-programme>

iii. In addition to the UCL Study Abroad Preparation Programme, you are required to attend two compulsory SSEES briefings: the first, covering year-abroad destination options, takes place in mid-November; the second, covering workload and assessment of your year abroad, as well as application information, is held in mid-January (see the calendar on p. 4 for this year's dates).

**Key dates for your YA preparation are given in the calendar below. Please make a note of them in your calendars now.**

### **3. Year abroad preparation – key dates for your calendars**

<b>23 November 2021</b>	<b>Compulsory SSEES Year-Abroad Briefing I – Your Year-Abroad Destinations (Online)</b>
Nov 2020–Jan 2021	Students conduct individual research into year-abroad destinations
<b>10 January 2021</b>	<b>SSEES deadline for submission of Notification of Year-Abroad Destinations Form.</b> You must complete the online form, accessed via a link on <i>SSEES Year Abroad Preparation (for Year 2 students)</i> Moodle site, by this date
<b>TBC*</b>	<b>RLUS deadline for applications for autumn semester 2021 RLUS placements and for full-year RLUS placements (autumn and spring semesters, 2021-22)*</b>
14 January 2022	SSEES nominates students for HSE St Petersburg Language & Culture placement
14 January 2022	SSEES notifies the UCL Study Abroad Team of all students' destinations
<b>25 January 2022</b>	<b>Compulsory SSEES Year-Abroad Briefing II - Workload and Assessment During the Year Abroad; Application Information</b>
February 2022	UCL: Automatic enrolment of students on 'Preparation for Study Abroad' Moodle course (including online Health and Safety test)
March 2022	UCL: Pre-Departure Briefing (date and venue to be confirmed by UCL Study Abroad Team)
April 2022	UCL: Regional Study Abroad Preparation Meeting (date and venue to be confirmed by UCL Study Abroad Team)
March-April 2022	SSEES nominates students for Erasmus+ placements and exchange placements. Students receive information about application process from host universities
<b>March-July 2021**</b>	<b>Deadlines (various) for students on Erasmus+, exchange and fee-paying placements to submit applications to host institution(s)**</b>
April 2021	UCL deadline for completing 'Preparation for Study Abroad' Moodle course (date to be confirmed by UCL Study Abroad Team) – NB. May be later this year because of Covid-19
<b>TBC*</b>	<b>RLUS deadline for applications for spring semester 2022 RLUS placements*</b>
June - August 2022	Students going to Russia receive UCL visa support letters and host university visa invitations, where appropriate, and apply for visas

**\*Important note for students using the RLUS programmes**

**You are responsible for submitting your application to RLUS.** Applications received after the RLUS deadlines (given above) will be accepted only if there are places available and there is time to arrange your visa. Late applications will be subject to a surcharge of at least £25.

**\*\*Important note for all other students (i.e. those not using the RLUS programme)**

**You are responsible for submitting your application to the host institution(s).** It is essential that you study carefully the application requirements and deadlines for the institution(s) where you wish to



study. This information will be on the website of the relevant institution, most likely through their office for international students. Partner institutions observe their application deadlines very strictly and do not accept late applications. If you miss their deadlines, you could find yourself without a year-abroad placement and might have to interrupt or transfer to the 3-year degree programme.

#### 4. Choosing where to go: your programme guides

Students on language degrees have been preparing for the year abroad with language tuition during the first two years of their degree. This will continue during the year abroad. For students on other degree programmes, knowledge of the local language, while advantageous, is not usually essential, as the discipline-based taught courses at our partner universities are delivered in English. Remember, however, that you do need to be able to live and function in your host country, so choosing to go to Russia if you have never studied Russian, for example, is not advisable.

##### 4.1. Economics & Business programme (EBEES+YA)

EBEES+YA students are required to spend their year abroad in the SSEES region. They are required to spend a whole year abroad and to study at approved institutions. EBEES+YA students may not undertake work placements during the year abroad. The table below lists partner institutions that offer strong Economics and Business options. Please note that MGIMO only reliably offers courses taught in Russian language, so is suitable only for native, near-native or advanced Russian speakers. The website addresses given below take you to the universities' English-language homepages and to their Erasmus+ pages or exchange student pages, as relevant. **If you want to split your YA between two different institutions/countries, please check that your placement dates do not overlap.** In some institutions the autumn semester runs from September to February/March, for example.

University	Websites	Placement type
Charles University, Prague, Czech Republic	Homepage <a href="https://www.cuni.cz/UKEN-1.html">https://www.cuni.cz/UKEN-1.html</a> Erasmus+ <a href="https://www.cuni.cz/UKEN-145.html">https://www.cuni.cz/UKEN-145.html</a>	Erasmus
University of Helsinki, Finland	Homepage <a href="https://www.helsinki.fi/en">https://www.helsinki.fi/en</a> Erasmus+ <a href="https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies">https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies</a>	Erasmus
European University Viadrina, Frankfurt (Oder), Germany	Homepage <a href="http://www.europa-uni.de">www.europa-uni.de</a> Erasmus+ <a href="https://www.europa-uni.de/en/internationales/Students/Incomings/Applying/Erasmus_/index.html">https://www.europa-uni.de/en/internationales/Students/Incomings/Applying/Erasmus_/index.html</a>	Erasmus
Corvinus University, Budapest, Hungary	Homepage <a href="http://portal.uni-corvinus.hu/?id=44509">http://portal.uni-corvinus.hu/?id=44509</a> Erasmus+ <a href="http://portal.uni-corvinus.hu/index.php?id=44558">http://portal.uni-corvinus.hu/index.php?id=44558</a>	Erasmus
University of Warsaw, Poland	Homepage <a href="http://en.uw.edu.pl">http://en.uw.edu.pl</a> Erasmus+ <a href="http://en.uw.edu.pl/education/exchange-and-guest-students/">http://en.uw.edu.pl/education/exchange-and-guest-students/</a>	Erasmus
University 'Babes-Bolyai', Cluj-Napoca, Romania	Homepage <a href="http://www.ubbcluj.ro/en/">http://www.ubbcluj.ro/en/</a> Erasmus+ <a href="http://cci.ubbcluj.ro/erasmus/erasmus.php">http://cci.ubbcluj.ro/erasmus/erasmus.php</a>	Erasmus
Higher School of Economics (HSE) Moscow, Russia	Homepage <a href="https://www.hse.ru/en/">https://www.hse.ru/en/</a> Exchange <a href="https://www.hse.ru/admissions/exchange-apply">https://www.hse.ru/admissions/exchange-apply</a>	Exchange (fees waived, subject to renewal)

Higher School of Economics (HSE) St Petersburg, Russia	Homepage <a href="https://spb.hse.ru/en/">https://spb.hse.ru/en/</a> Exchange <a href="https://spb.hse.ru/en/io/">https://spb.hse.ru/en/io/</a>	Exchange (fees waived)
MGIMO, Moscow, Russia (Russian speakers only)	Homepage <a href="http://www.mgimo.ru">www.mgimo.ru</a>	Fee (off-track, but pre-approved)

#### 4.2. Politics & Sociology programme (PEES+YA)

PEES+YA students are required to spend their year abroad in the SSEES region. They are required to spend a whole year abroad and to study at approved institutions. PEES+YA students may not undertake work placements during the year abroad.

The table below lists partner institutions that offer strong Politics, Sociology and/or International Relations options. Please note that MGIMO only reliably offers courses taught in Russian language, so is suitable only for native, near-native or advanced Russian speakers. The website addresses given below take you to the universities' English-language homepages and to their Erasmus+ pages or exchange student pages, as relevant.

**If you want to split your YA between two different institutions/countries, please check that your placement dates do not overlap.** In some institutions the autumn semester runs from September to February/March, for example.

University	Websites	Placement type
Charles University, Prague, Czech Republic	Homepage <a href="https://www.cuni.cz/UKEN-1.html">https://www.cuni.cz/UKEN-1.html</a> Erasmus+ <a href="https://www.cuni.cz/UKEN-145.html">https://www.cuni.cz/UKEN-145.html</a>	Erasmus
University of Helsinki, Finland	Homepage <a href="https://www.helsinki.fi/en">https://www.helsinki.fi/en</a> Erasmus+ <a href="https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies">https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies</a>	Erasmus
European University Viadrina, Frankfurt (Oder), Germany	Homepage <a href="http://www.europa-uni.de">www.europa-uni.de</a> Erasmus+ <a href="https://www.europa-uni.de/en/international/Students/Incomings/Applying/Erasmus/index.html">https://www.europa-uni.de/en/international/Students/Incomings/Applying/Erasmus/index.html</a>	Erasmus
Corvinus University, Budapest, Hungary	Homepage <a href="http://portal.uni-corvinus.hu/?id=44509">http://portal.uni-corvinus.hu/?id=44509</a> Erasmus+ <a href="http://portal.uni-corvinus.hu/index.php?id=44558">http://portal.uni-corvinus.hu/index.php?id=44558</a>	Erasmus
University of Warsaw, Poland	Homepage <a href="http://en.uw.edu.pl">http://en.uw.edu.pl</a> Erasmus+ <a href="http://en.uw.edu.pl/education/exchange-and-guest-students/">http://en.uw.edu.pl/education/exchange-and-guest-students/</a>	Erasmus
Jagiellonian University, Krakow, Poland	Homepage <a href="http://www.en.uj.edu.pl/en">http://www.en.uj.edu.pl/en</a> Erasmus+ <a href="http://www.dmws.uj.edu.pl/en/erasmus-kraje-programu">http://www.dmws.uj.edu.pl/en/erasmus-kraje-programu</a>	Erasmus
University 'Babes-Bolyai', Cluj-Napoca, Romania	Homepage <a href="http://www.ubbcluj.ro/en/">http://www.ubbcluj.ro/en/</a> Erasmus+ <a href="http://cci.ubbcluj.ro/erasmus/erasmus.php">http://cci.ubbcluj.ro/erasmus/erasmus.php</a>	Erasmus
Higher School of Economics (HSE) Moscow, Russia	Homepage <a href="https://www.hse.ru/en/">https://www.hse.ru/en/</a> Exchange <a href="https://www.hse.ru/admissions/exchange-apply">https://www.hse.ru/admissions/exchange-apply</a>	Exchange (fees waived, subject to renewal)

Higher School of Economics (HSE) St Petersburg, Russia	Homepage <a href="https://spb.hse.ru/en/">https://spb.hse.ru/en/</a> Exchange <a href="https://spb.hse.ru/en/io/">https://spb.hse.ru/en/io/</a>	Exchange (fees waived)
MGIMO, Moscow, Russia (Russian speakers only)	Homepage <a href="http://www.mgimo.ru">www.mgimo.ru</a>	Fee (off track, but pre-ap- proved)

### 4.3. Languages & Culture programme

#### 4.3.1. Central, Eastern and South-East European languages

The year abroad is a compulsory and integral part of the programme for all students taking language degrees at UCL. For students studying Central, Eastern and South-East European languages at SSEES, there is a range of Erasmus+ and non-Erasmus+ possibilities, as outlined in the table below. Alternative 'off-track' options may be considered. As these will by necessity be outside the Erasmus+ programme, they generally place greater administrative and financial demands on you. You must discuss any such 'off-track' proposals with the International Tutor before going making any formal arrangements or submitting an application. All 'off-track' proposals require final approval from the relevant Programme Coordinator. **If you want to/have to split your YA between two different institutions/countries, please ensure that you check that your placement dates do not overlap.** In some institutions the autumn semester runs from September to February/March, for example.

University	Websites	Placement
Charles University, Prague, Czech Republic	Homepage <a href="https://www.cuni.cz/UKEN-1.html">https://www.cuni.cz/UKEN-1.html</a> Erasmus+ <a href="https://www.cuni.cz/UKEN-145.html">https://www.cuni.cz/UKEN-145.html</a>	Erasmus
University of Helsinki, Finland	Homepage <a href="https://www.helsinki.fi/en">https://www.helsinki.fi/en</a> Erasmus+ <a href="https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies">https://www.helsinki.fi/en/studying/how-to-apply/exchange-studies</a>	Erasmus
University of Warsaw, Poland	Homepage <a href="http://en.uw.edu.pl">http://en.uw.edu.pl</a> Erasmus+ <a href="http://en.uw.edu.pl/education/exchange-and-guest-students/">http://en.uw.edu.pl/education/exchange-and-guest-students/</a>	Erasmus
Jagiellonian University, Krakow, Poland	Homepage <a href="http://www.en.uj.edu.pl/en">http://www.en.uj.edu.pl/en</a> Erasmus+ <a href="http://www.dmws.uj.edu.pl/en/erasmus-kraje-programu">http://www.dmws.uj.edu.pl/en/erasmus-kraje-programu</a>	Erasmus
University 'Babes-Bolyai', Cluj-Napoca, Romania	Homepage <a href="http://www.ubbcluj.ro/en/">http://www.ubbcluj.ro/en/</a> Erasmus+ <a href="http://cci.ubbcluj.ro/erasmus/erasmus.php">http://cci.ubbcluj.ro/erasmus/erasmus.php</a>	Erasmus
Eötvös Loránd University, Budapest, Hungary	Homepage <a href="http://www.btk.elte.hu/en">www.btk.elte.hu/en</a> Erasmus+ <a href="https://www.elte.hu/en/erasmus">https://www.elte.hu/en/erasmus</a>	Erasmus
University of Zagreb, Croatia	Homepage <a href="http://www.unizg.hr/homepage/">http://www.unizg.hr/homepage/</a> Erasmus+ <a href="http://www.unizg.hr/homepage/international-relations/partnerships/erasmus/erasmus-ka107-partner-countries/info-incoming-students-ka107/">http://www.unizg.hr/homepage/international-relations/partnerships/erasmus/erasmus-ka107-partner-countries/info-incoming-students-ka107/</a>	Fee (off-track)
Sofia University, St Kliment Ohridski, Bulgaria	Homepage <a href="https://www.uni-sofia.bg/eng">https://www.uni-sofia.bg/eng</a> Erasmus+ <a href="https://www.uni-sofia.bg/index.php/eng/the_university/international_relations/exchange_students">https://www.uni-sofia.bg/index.php/eng/the_university/international_relations/exchange_students</a>	Erasmus
University of Belgrade, Serbia	Homepage <a href="http://www.bg.ac.rs/en/">http://www.bg.ac.rs/en/</a> Mobility information <a href="http://bg.ac.rs/en/students/students.php?submenuheader=10">http://bg.ac.rs/en/students/students.php?submenuheader=10</a>	Fee (off-track)
Ukrainian Catholic University, Lviv	Homepage <a href="https://ucu.edu.ua/en/">https://ucu.edu.ua/en/</a> Mobility information <a href="http://international.ucu.edu.ua/students/international-students/">http://international.ucu.edu.ua/students/international-students/</a>	Exchange (fees waived)
University of Kyiv-Mohyla Academy, Ukraine	Homepage <a href="http://www.ukma.edu.ua/eng/">http://www.ukma.edu.ua/eng/</a> Mobility information <a href="http://dfc.ukma.edu.ua/coming-to-naukma/international-students">http://dfc.ukma.edu.ua/coming-to-naukma/international-students</a>	Fee (off-track)



### 4.3.2. Russian language

A period of study abroad at an approved institution is a compulsory and integral part of the programme for students taking Russian degrees at UCL. Russian semesters normally run from the end of August/early September to late December (autumn semester) and from mid-January/mid-February to June (spring semester). The RLUS placements have different semester dates from the HSE St Petersburg L&C placement.

The Erasmus+ scheme does not apply to Russia, so SSEES pays the tuition fees charged by the host university for students who go to Russia during the year abroad.

- Students taking BA Russian Studies, BA Russian and History and BA Russian with an East European Language, BALC and ESPS: you will normally go to Russia for 34-36 weeks.
- Joint-honours students (ie. students taking BA Russian and another language): you will split your year abroad between Russia and the country of your other language and will spend only one semester (16-18 weeks) in Russia.

**SSEES recommends the following year-abroad placements in Russia:**

#### **1. HSE St Petersburg - Language and Culture (L&C) placement**

This is a relatively new partnership between SSEES and the Philology Department of HSE St Petersburg (<http://spb.hse.ru/en/>), one of the best departments in Russia. It offers a tailored academic and pastoral programme in Russian language, literature, culture and history, specifically designed for SSEES year-abroad students. It ran for the first time in the spring semester 2017. It will run both in the autumn and the spring. You can enrol for one or two terms.

The programme at HSE consists of: core modules in Russian language, developed in coordination with SSEES teachers of year 2 and year 4 Russian language (12 hours per week); a course in Russian culture delivered in Russian and designed for SSEES students (4 hours per week); elective courses chosen from over 50 electives (taught in English and/or Russian) in Comparative Literature and Linguistics, History, Sociology, Asian Studies, Politics, Economics, Management and Law (between 4 and 8 hours per week). You will find yourself studying with students from UCL and other international universities as well as with HSE's own students if you enrol on this placement.

#### **2. RLUS placements: Moscow, Yaroslavl and Kazan**

RLUS (Russian Language Undergraduate Studies) is a registered charity (non-profit making) that arranges tailored courses in Russia on behalf of many British universities. It is an organisation with years of experience. RLUS quality controls its courses with input from British universities, employs English-speaking representatives (mainly recent graduates) to help students deal with any problems they encounter in Russia, and arranges two pastoral visits each year, during which RLUS representatives meet with students and the local organisers. You will find yourself studying with students from UCL and other UK universities if you enrol on a RLUS placement. Information about RLUS courses can be found on the RLUS website ([www.rlus.co.uk](http://www.rlus.co.uk)). You should spend some time exploring this website and reading the documents posted there to help you decide where to spend your year abroad. SSEES recommends the following RLUS placements (not in any order):

#### **Autumn semester 2021 (16-week placements)**

- Moscow Language Link (MLL) [course code MLL16A]

- Yaroslavl State University [course code Y16A]
- St Petersburg State University [course code PST16A]
- Kazan Institute of Social Sciences and Humanities [course code KAZ16A]

#### **Spring semester 2022 (18-week placements)**

- Moscow Language Link (MLL) [course code MLL18S]
- Yaroslavl State University [course code Y18S]
- St Petersburg State University [course code PST18S]
- Kazan' Institute of Social Sciences and Humanities [course code KAZ18S]

#### **Autumn and spring semesters 2021-22 (full-year, 36-week placement)**

- Moscow Language Link (MLL) [course code MLL36]
- St Petersburg State University [course code PST36]

#### **PLEASE ALSO NOTE THE FOLLOWING AS YOU CONSIDER RUSSIAN PLACEMENTS:**

1. **Students on BA Russian Studies, BA Russian with an East European Language, BA Russian & History, BALC and ESPS:** if you arrange a full year abroad through RLUS, you must choose either two one-semester courses in different institutions (ie. a 16-week autumn course plus an 18-week spring course at a different destination) or a full-year course (36-week course) at the same institution. 36-week courses are offered at St Petersburg State University and Moscow Language Link. Please bear in mind that studying at two different institutions will require you to have two different visas, one for each institution.
2. **Joint-honours students with two languages (BA Russian and another language):** if you wish to go to Russia through RLUS, you must choose either a 16-week course in the autumn semester or an 18-week course in the spring semester. NB: Please check with your other department if there are any restrictions on which semester you study in the other country. Please also check that your two placement dates do not overlap. In some European institutions the autumn semester runs from September to February/March, for example. Students taking SELCS languages as well as Russian may find it easier to match placement dates by choosing to study in Russia in the autumn semester 2021.
3. If there is enough demand, RLUS will run a course in Moscow specifically for native, near-native and heritage speakers of Russian. Students who speak another Slavonic language fluently may also be considered for this course, if their level of Russian is high enough.
4. **You may NOT choose to study on RLUS courses in Tver'.** This course is run for students from Glasgow university only and is not an appropriate level or length for UCL students. **You may NOT choose the 32-week courses, the 13-week courses, or the 3-week courses that are advertised in various RLUS documentation.** These are run for students from other universities and do not fulfil UCL requirements for the duration of the study abroad period.
5. RLUS will only run a course if there is enough demand. For this reason, RLUS asks you to indicate a first choice destination and a second choice destination on your application form. Please do not begin to plan your year abroad until you have heard from RLUS that you definitely have a place on the course you have chosen and that the course is running.

## Russian placements: FAQs

### 1. Are there alternatives to studying on RLUS or HSE placements for students on Russian degrees?

While SSEES strongly recommends the HSE and RLUS placements described above, if you have an alternative university destination in Russia in mind and are willing to do the background research and present a proposal for study there, SSEES will consider it. For example, in recent years, a small number of students have chosen to spend their year abroad at State universities in more remote provincial destinations, as follows: Irkutsk and Vladivostok (2015-16); Irkutsk, Tomsk, Nizhnyi Novgorod and Omsk (2016-17); Tomsk and Novosibirsk (2017-18), Yaroslavl State University, Pyatigorsk State University and Novosibirsk State University (2018-19), Moscow State University, Irkutsk State University and Ural Federal University (2019-20). These are referred to as 'off-track' placements. Remember, however: if you go 'off track' in this way, you will have to deal with the administrative burden of putting together the study programme and making the application, acquiring visa invitations etc. yourself. You may also end up facing additional costs. Please also note that SSEES cannot guarantee the quality of tuition in Russian universities outside the HSE and RLUS placements. Students in the past have sometimes found that off-track placements can fall through at the last moment, leaving them without a placement and having to make a late application to RLUS. On the other hand, you may find yourself more immersed in Russian life and culture in alternative destinations, where there are usually fewer foreign students, which will give you more exposure to Russian outside the classroom. If this appeals to you, you should first consider the RLUS placements in Kazan and Yaroslavl. If you are considering an off-track placement, you must discuss this with the International Tutor before the end of this term.

### 2. Are there alternatives to studying in Russia for students on Russian degrees?

SSEES recognises that some students are not able to study in Russia for significant medical, political or personal reasons. With this in mind, we have established a partnership with the University of Latvia in Riga, a city where Russian is very widely spoken. See the exchange student pages of the university's website: <http://www.lu.lv/eng/istudents/exchange/> You can study in Riga for either the full year or for one semester. Places on this programme are limited, however, and open only to students with demonstrable reasons for requesting this destination. If you are interested in studying here instead of in Russia, you must discuss this with the International Tutor before the end of Term 1.

### 3. Can students on Russian degrees undertake work placements during the year abroad?

Although this is not usual, it is sometimes possible for Russian-language students to secure approval to undertake a pre-arranged work placement in Russia during their year abroad. This is most likely to be approved for students who are native or near-native speakers of Russian. Please also note the following restrictions and caveats:

1. Work placements are not usually allowed either for *ab initio* students or for joint-honours students (whether post-A-level or *ab initio*). This is because you need the maximum boost to your Russian during your year abroad. Many work placements involve using English to a considerable degree.
2. Because of this, SSEES very also strongly recommends that post-A-level students who will be in Russia for the full year also attend courses organised by HSE or RLUS to maximise the improvement to your Russian.
3. You are not permitted to undertake a work placement based on teaching English.
4. If you want to undertake a work placement in Russia during your year abroad, you must discuss this with the International Tutor before making any formal arrangements or submitting an application. All work-placement proposals require approval from the L&C Programme Coordinator and are decided on an individual basis and on the merits of each proposal.

## 5. Waiving the year abroad

Students on the Economics & Business and Politics & Sociology degree programmes are not required to spend a year abroad: it is your choice to join the YA programme. If you are enrolled on a degree 'with a year abroad' in these areas, you can therefore apply to transfer to the equivalent three-year degree programme, if for any reason you decide not to spend a year abroad. Information about how to apply to change degree programme is given in the SSEES Student Handbook, here (**see point 12.1.2 Changing Programme**): <https://www.ucl.ac.uk/ssees/node/6139>

For students enrolled on a UCL language degree, however, it is compulsory to spend a year in the country whose language you are studying. The study abroad requirement for language-degree students can be waived only in exceptional circumstances and generally requires students to satisfy the following criteria:

- evidenced domestic, personal (including medical) or political circumstances which render the period abroad impossible
- evidenced native/near-native knowledge of the relevant language
- evidenced previous residency in the country of at least one year or previous study for a minimum of one year at an approved HE institution in the country; and
- presentation of an equivalent programme of study to replace the year abroad.

If you think that you may qualify for a waiver, you must put your case in writing to the International Tutor, who will forward it to your Programme Coordinator for approval, if it meets the criteria set out above. Good academic standing in your study at SSEES so far is essential. If given preliminary approval for a waiver by SSEES, and after you have provided relevant documentation as evidence of your status, the request will be forwarded to the UCL Joint Faculty Tutor for further consideration. Please note that the Faculty Tutor is extremely strict about granting such waivers. If your waiver request receives Faculty approval, the application is then also subject to approval by UCL, which cannot be guaranteed by SSEES or Faculty.

Generally, language students who are unable to go abroad for significant reasons, but who do not qualify for a waiver from the year abroad, will usually be required to apply to transfer to a relevant three-year exit-only programme of study. For students taking language degrees in SSEES this is usually entitled BA East European Languages and Culture. This is not always the most appropriate solution, however. If you think you may need to apply to change degree programmes (because you cannot go abroad for significant and evidenced reasons) you must discuss this with the International Tutor.

## 6. Failure to complete the year abroad (once it has begun)

If you fail to complete your year abroad after you have embarked on it, you are generally expected to transfer to an appropriate three-year degree. For students in the Economics & Business and Politics & Sociology programmes, this means the three-year versions of those degrees (BA EBEES or BA PEES).

For students in Languages & Culture, the relevant three-year exit-only degree is usually entitled BA East European Languages and Culture. Students who transfer to three-year exit-only degree programmes are usually expected to follow in year 4 the same programme diet they would have taken had they completed the year abroad successfully. Any requests to deviate from the usual programme

diet should be addressed to your Programme Administrator in the first instance, for approval by your Programme Coordinator.

**NB: It is not possible to repeat an incomplete year abroad.** Non-completion of the year abroad may result from e.g. failure to complete the course of study at the host institution, failure to pass assessments held at the host institution, or failure to complete the four UCL year-abroad shell units.

## **7. Workload during the year abroad**

### **7.1. Year-abroad workload for 2021-22 – overview**

All year-abroad students are required to enrol on modules worth 60 ECTS over the course of the academic year. Students spending a semester in two different countries, or at two different host universities, are required to enrol on modules worth 30 ECTS in each semester. (NB: You are not required to achieve passes in all the modules you enrol on; see Section 8 below).

### **7.2. Year-abroad workload for students on BA EBES + YA and BA PEES + YA programmes**

You must enrol on modules at your host institution up to the amount advised above, i.e. 60 ECTS over the course of the academic year. Students spending a semester in two different countries, or at two different host universities, are expected to take modules worth 30 ECTS in each semester.

You must select modules that are relevant to your UCL degree programme. There is room for some flexibility, however, and you may choose some unrelated modules, if you would like to, though these should not dominate your programme of study. If in doubt, check your module choices with the International Tutor. You are strongly encouraged to take a language course.

SSEES recognises that the workload associated with modules of the same ECTS value varies considerably from institution to institution. There may therefore be cases when a slightly lower ECTS course load is appropriate and can be approved by SSEES. If you wish to take a course load of less than 60 ECTS (over the whole year), you should write to the International Tutor to make your case after you have arrived at your host institution. Approval for the reduced load will then be sought from your Programme Coordinator.

As part of selecting your modules, students on Erasmus+ placements are required to complete a Learning Agreement (LA) that has to be approved both by the relevant co-ordinator at your host institution(s) and by the SSEES International Tutor. You might have to complete two LAs for each placement – one for your host university and one for UCL. The UCL LAs are administered by the UCL Study Abroad Team. If you are on an Erasmus+ placement they will write to you about this and send you the forms. They are also on the UCL website, here: <https://www.ucl.ac.uk/students/global-opportunities/study-abroad-and-erasmus/documents-and-forms>

In summary, in order to meet the workload requirements, during your year abroad you must:

- Attend and complete the full course of study at your host institution(s)
- Take modules up to the value of 60 ECTS over the whole year
- Choose a majority of modules that are relevant to your degree programme
- Complete the paperwork requirements for UCL (see below)
- Attend classes regularly (the UCL minimum attendance is required in all classes).



### **7.3. Year-abroad workload for Russian Language & Culture students studying in Russia (at HSE or through RLUS)**

You are automatically enrolled on a tailor-made Russian language and culture programme. In order to meet the workload requirements, during your year abroad you must:

- Attend and complete the full course of study at your host institution(s)
- Take and pass all the courses that make up the programme (on RLUS placements all courses are compulsory and you are given no choice about the courses you take; at HSE, in addition to the core (compulsory) language courses you must choose some elective modules to bring your total course load up to 30 ECTS per semester\*)
- Complete the paperwork requirements for UCL (see below)
- Attend classes regularly (the UCL minimum attendance is required in all classes).

**\*Students at HSE St Petersburg:** SSEES recognises that the workload associated with modules of the same ECTS value varies considerably from institution to institution. There may therefore be cases when a lower ECTS course load is appropriate and can be approved by SSEES. If you wish to take a course load of less than 30 ECTS per semester, you should write to the International Tutor to make your case after you have arrived at your host institution. Approval for the reduced load will then be sought from your Programme Coordinator.

### **7.4. Year-abroad workload for all other Language & Culture students**

You must enrol on language and culture (plus other track-relevant) modules at your host institution up to the amount advised above, i.e. 60 ECTS over the course of the academic year. Students spending a semester in two different countries, or at two different host universities, must take modules worth 30 ECTS in each semester.

SSEES recognises that the workload associated with modules of the same ECTS value varies considerably from institution to institution. There may therefore be cases when a lower ECTS course load is appropriate and can be approved by SSEES. If you wish to take a course load of less than 60 ECTS (over the whole year) or 30 ECTS per semester, you should write to the International Tutor to make your case after you have arrived at your host institution. Approval for the reduced load will then be sought from your Programme Coordinator.

As part of selecting your modules, students on Erasmus+ placements are required to complete a Learning Agreement (LA) that has to be approved both by the relevant co-ordinator at your host institution(s) and by the SSEES International Tutor. The LAs are administered by the UCL Study Abroad Team. If you are on an Erasmus+ placement they will write to you about this and send you the forms. They are also on the UCL website, here: <https://www.ucl.ac.uk/students/global-opportunities/study-abroad-and-erasmus/documents-and-forms>

In summary, in order to meet the workload requirements, during your year abroad you must:

- Attend and complete the full course of study at your host institution(s)
- Take modules up to the value of 60 ECTS over the whole year (30 ECTS per semester)
- Choose modules that include both language courses commensurate with improving your language skills sufficiently to participate in year 4 courses on your return to UCL and cultural studies and/or track-specific courses relevant to your degree programme
- Complete the paperwork requirements for UCL (see below)

- Attend classes regularly (the UCL minimum of attendance is required in all classes).

## 8. UCL assessment – how to pass the year abroad

The Year Abroad shell module is pass/fail only, so the marks you receive for the modules you take at your host institution(s) will NOT be included in your final UCL degree classification. However, as in each academic year at UCL, your year abroad will contribute four compulsory course units (also referred to as 'shell units') to your degree. The modules for which you are required to register during your year abroad are the following: SEES0138 Year Abroad Term 1 (2CU/30ECTS) and SEES0139 Year Abroad Term 2 (2CU/30ECTS).

Students will be judged to have passed the 4CU shell units (which is required for students to be able to progress to year 4 of their degree) by meeting the following criteria:

1. **Completion of the required duration of the year-abroad placements**

**Evidence required:** Confirmation of Arrival and Confirmation of Departure Forms\* for each placement, plus Study Abroad Team questionnaire\*\* for each placement

2. **Successful completion of the required number of modules taken at host institution(s).** As outlined in the previous section, you are required to take modules worth 60 ECTS over the year abroad as a whole (30 ECTS per semester). **However, in order to pass the Year Abroad you must gain passes in modules worth a minimum of 45 ECTS over the full academic year.** Joint-honours students (ie students whose programmes cover two languages jointly – eg BA French and Russian; BA Czech and German; BA Russian and Serbian/Croatian etc) and who are spending a term in two different countries): please note that you must split the 45 ECTS as equally as possible across the two placements (i.e. you must pass a minimum of 22 ECTS in one semester and a minimum of 23 ECTS in the other semester). This is a compulsory requirement as the two halves of your degree must remain balanced. **Evidence required:** transcript from host institution(s)\*\*\*

**\*Confirmation of Arrival and Departure Forms:** These are a UCL requirement and the UCL Study Abroad Team will give you information about this as part of their Study Abroad Preparation Programme. Briefly, you are required to submit two forms (a confirmation of arrival form and a confirmation of departure form) for each host university you attend. You should always keep copies of these forms. If you are on Erasmus+ placements then you must also complete the Erasmus+ grant receipt by the arrival deadlines for each semester. These forms are all managed by the UCL Study Abroad Office, and there are deadlines for their submission. Contact the UCL Study Abroad Team ([study-abroad@ucl.ac.uk](mailto:study-abroad@ucl.ac.uk) or <https://www.ucl.ac.uk/students/askucl-student-enquiry-system>) if you have any questions about this requirement.

**\*\*The Year-Abroad Questionnaire(s):** These are a UCL requirement and the UCL Study Abroad Team will give you information about them as part of their Study Abroad Preparation Programme. Briefly, at the end of (each of) your SSEES year-abroad placement(s), you will need to complete an online year-abroad questionnaire and, for Erasmus+-funded students, a European Union Erasmus+ questionnaire. If you are spending the entire year at one institution you will only need to complete a single year-abroad questionnaire. If you are splitting your year between two institutions you will need to complete a separate year-abroad questionnaire for each placement. The questionnaires are managed by the UCL Study Abroad Office, and there are deadlines for their submission. Contact the UCL Study

Abroad Team ([study-abroad@ucl.ac.uk](mailto:study-abroad@ucl.ac.uk) or <https://www.ucl.ac.uk/students/askucl-student-enquiry-system>) if you have any questions about this requirement.

**\*\*\*Transcript from host institutions:** You are responsible for ensuring that your host university forwards your transcript to UCL at the end of your period of study.

## 9. Costs, funding and finance

See: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/tuition-fees-and-financial-help>

There are three basic categories of costs that apply to the year abroad:

**i. Fees payable to UCL:** During the year abroad, home fee-paying students are required to pay to UCL a certain percentage (usually 15%) of their usual annual tuition fee to cover the costs of preparation, monitoring, pastoral care and general administration. Overseas students are required to pay a larger percentage to UCL during their year abroad (usually 50% of their usual UCL tuition fee). See <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/tuition-fees-and-financial-help>

**ii. Fees payable to your host institution(s):** If you are studying abroad through bilateral agreements, through another exchange programme (e.g. at HSE St Petersburg or HSE Moscow), or through the RLUS and HSE L&C programmes, you are not usually required to pay tuition fees to your host institution. However, you may be charged a student enrolment or registration fee and required to pay a small deposit. You are expected to pay this fee yourself and such fees are non-refundable by UCL.

Students who opt to study abroad off-track, outside of formal exchange schemes offered by UCL (i.e. not bilateral agreements, not HSE and not RLUS) will have to pay tuition fees to their host institution themselves. However, providing certain preconditions are satisfied, these fees will usually be reimbursed (up to a maximum capped amount) by UCL. This capped amount is usually equal to the amount you pay to UCL in tuition fees during your year abroad (i.e. 15% of your current annual tuition fee for home students and 50% of your current annual tuition fee for overseas students). You will be sent information about reimbursement closer in Term 3.

**iii. Travel, administration, preparation, visa and living costs:** you will have to finance your living costs in full during the year abroad, including additional expenses relating to visas and so on. For Russian language students there is also a small additional administrative charge made by RLUS and HSE St Petersburg. Please note that RLUS may charge you additional fees if you miss specified deadlines or request changes to existing arrangements, to cover the cost of the extra administration involved.

If you are abroad through Erasmus+ you will be eligible to apply for an Erasmus Mobility Grant for the duration of your Erasmus+ programme participation. The amount of the grant varies from country to country (to reflect variation in cost of living) and from year to year. Erasmus+ students may be charged a student enrolment or registration fee. You are expected to pay this fee (typically in the region of €250) yourself from your Erasmus grant. Such fees are non-refundable by UCL. The UCL Study Abroad Team administers the Erasmus+ grants, so if you have questions about this, please contact them ([study-abroad@ucl.ac.uk](mailto:study-abroad@ucl.ac.uk) or <https://www.ucl.ac.uk/students/askucl-student-enquiry-system>).

Information about the above issues and finance during your year abroad generally can be found on the Study Abroad pages of the UCL website, here: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/tuition-fees-and-financial-help> You should read this information carefully and thoroughly. If you have any questions not answered by these webpages, please contact the UCL Study Abroad Team via email: [study-abroad@ucl.ac.uk](mailto:study-abroad@ucl.ac.uk) <https://www.ucl.ac.uk/students/askucl-student-enquiry-system>

### Financial assistance during the year abroad

There is information about financial support during your year abroad on the UCL website, here (scroll down to the heading 'Financial Assistance'): <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/tuition-fees-and-financial-help>

### Insurance

UCL offers a year-abroad insurance scheme that covers all year-abroad students. Details will be provided at the compulsory UCL Pre-Departure Briefing to be held in Term 2. See here for information: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/insurance>

## 10. Selecting your year-abroad destinations: what to do next

- a. **Actively research the different destinations that are available to you.** Spend time exploring the websites of the institutions where you might like to study. Speak to students who have been abroad on SSEES placements in previous years. The International Tutor will put you in touch with fourth-year students and/or with third-year students currently on their year abroad, if you ask about this. There are links on the year-abroad Moodle site and in this handbook to the university websites listed in Section 3 of this handbook. The website <https://globalgraduates.com> (formerly [www.thirdyearabroad.com](http://www.thirdyearabroad.com)) is the UK's largest network of students who study or work abroad and is a helpful source of anecdotal information about different year abroad destinations and options (please note, however, that SSEES cannot vouch for the accuracy of information posted on this website).
- b. Discuss the different destination options with family and friends.
- c. Meet your Personal Tutor to discuss your year-abroad plans, if you would find this helpful. Also talk to your language tutors, many of whom will know the different universities well, and to your module tutors, who may have knowledge of the countries you're considering.
- d. Look at the UK Government's Foreign and Commonwealth Office's 'Foreign Travel Advice' webpages for the countries you're considering. Note that Russia is a challenging destination based on feedback from wellbeing questionnaires. Consider LGBTQ+ matters, racism and crime.
- e. Look at the 'making a decision' resources on the year-abroad Moodle site.
- f. Once you have chosen your destination(s), complete the year-abroad notification of destination(s) form (details to follow by email) by the January deadline (see calendar: p. 4).
- g. Check that your passport is valid and will be valid for the whole duration of your year abroad and beyond. **Students who will be studying in Russia, please note: your passport must be**

*valid for at least 21 months after the end of your course and must have at least four clear pages for your visas. If your passport expires earlier than required or there are not enough clear pages, please apply for a new passport immediately.*

- h. Also please keep in mind that you may now also need a visa for studying in the EU – see: <https://www.ucl.ac.uk/studyabroad>
- i. Read the UCL study-abroad website carefully, particularly the advice relating to health. You may wish to visit your doctor, particularly if you are going to be travelling in Russia and/or Ukraine, for advice on inoculations. See: <https://www.ucl.ac.uk/studyabroad>
- j. If you are planning to go to Russia, check the latest regulations on HIV certificate requirements and on other legislation (e.g. rules surrounding baggage allowance and taking prescription medications into Russia).
- k. Make sure you understand the application process you need to undertake in order to get on the course(s) of your choice. This information will be found on the university websites, or on the RLUS website if you are applying through them. If you are applying to HSE or through Erasmus+, you will be sent application information by the host institution after the International Tutor has nominated you for study there.
- l. Check and double-check the timeline of events detailed in Section 3 of this handbook (p. 4) and be sure not to miss any events or deadlines.
- m. Check and make a note of the application deadlines for the institution(s) and placements you are applying for. Remember it is your responsibility to submit the application for your year-abroad placement. Most institutions do not accept late applications so you must meet all the deadlines. If you miss them, you may find yourself without a year-abroad placement and will either have to interrupt or apply to transfer to a three-year degree programme.
- n. Keep your UCL password up-to-date and check your UCL email account regularly. **Year-abroad information will be sent to your UCL e-mail address only.**
- o. If you are booking a RLUS placement, familiarise yourself with the terms and conditions. If you cancel a RLUS course too close to the start date, you may be liable for paying the tuition fees to RLUS. See:  
[http://www.rlus.co.uk/TERMS\\_AND\\_CONDITIONS.pdf](http://www.rlus.co.uk/TERMS_AND_CONDITIONS.pdf)  
[http://www.rlus.co.uk/STATEMENT\\_OF\\_INFORMATION.pdf](http://www.rlus.co.uk/STATEMENT_OF_INFORMATION.pdf)

## **11. What if I experience problems during my year abroad?**

Occasionally students studying abroad experience academic, personal, health or welfare problems. Often, the support services, student bodies and international offices at the partner university are able to help you resolve these problems and should usually be your first port of call. However, it is important that you don't feel remote from UCL or SSEES during your year abroad.

The academic part of your year is the concern of your Programme Coordinator, as in other years of your degree, and your overall welfare and year-abroad experience are the concern of the SSEES International Tutor, as well as your SSEES Personal Tutor. **If you do have problems and you need the**



**support, intervention or help of UCL and/or SSEES, then please write to either the International Tutor or your Personal Tutor, as you prefer.** Most problems can be overcome with a little help. If you are not sure who your Personal Tutor is, check your Portico account as this information is given there.

Occasionally, students on their year abroad experience difficulties relating to health and welfare or their dealings with the local university. This is rare but if it does happen you should write immediately to the **SSEES International Tutor or to your Personal Tutor**. Information about your key year-abroad contacts in UCL and SSEES are given in the next section.

## **12. Key points of contact**

In addition to the support services you will be introduced to during enrolment at your year abroad institution(s), there are a number of important UCL and SSEES points of contact concerning your academic programme, your YAP, financial matters and your personal well-being. Before contacting those listed below, however, please consider whether you can find the answers to your questions through one of the following web resources (if not in this *Handbook*):

**SSEES:** <https://moodle.ucl.ac.uk/course/view.php?id=25716>

**UCL:** <https://www.ucl.ac.uk/studyabroad>

**RLUS:** <http://www.rlus.co.uk>

### **1. SSEES Year-Abroad Administrator - Mr Robert Bodden: [ssees.yearabroad@ucl.ac.uk](mailto:ssees.yearabroad@ucl.ac.uk)**

Contact Robert if you have queries about year-abroad administration relating to your SSEES placements, both while you are planning your year abroad in your second year and while you are on your year abroad in year 3.

### **2. SSEES International Tutor - Dr Aglaya Snetkov: [a.snetkov@ucl.ac.uk](mailto:a.snetkov@ucl.ac.uk)**

Contact Aglaya if you have queries about: your year-abroad destinations or options; the UCL academic and workload requirements during the year abroad; any pastoral or welfare concerns; anything else.

- By appointment via Teams or in person: please email me to arrange a mutually convenient time.

### **3. Your Personal Tutor**

Your personal tutor will remain in contact with you throughout your year abroad. Check your Portico account if you are not sure who your PT is.

### **4. UCL Study Abroad Team**

There is a huge amount of information about all aspects of your year abroad on the webpages of the UCL Study Abroad Team, and this should always be your first port of call if you have any questions about your year abroad: <https://www.ucl.ac.uk/studyabroad>

If you cannot locate the information you require on these webpages, contact the Team as follows:

- Email: [study-abroad@ucl.ac.uk](mailto:study-abroad@ucl.ac.uk) or <https://www.ucl.ac.uk/students/askucl-student-enquiry-system>

If you have queries regarding financial matters, contact the UCL Study Abroad Team.

## 5. SSEES Programme Administrators and Programme Coordinators

You should contact your Programme Administrator and/or Programme Coordinator with any questions about your SSEES degree, even while abroad (e.g. module choices for year 4 etc). The people in these roles do change from time to time, so you should check on the SSEES website to find their names and contact details, here:

Programme Administrators: <http://www.ucl.ac.uk/ssees/people/student-administration-office>

Programme Coordinators: <http://www.ucl.ac.uk/ssees/people>

## 6. RLUS

For students on RLUS placements only, if you have any questions about any aspect of your RLUS placement, contact Roy Bivon, the RLUS Operations Consultant: [roy.bivon@rlus.co.uk](mailto:roy.bivon@rlus.co.uk)

The contact details of RLUS representatives based in Russia will be provided in September.

## 7. UCL Global Student Assistance Programme

The UCL Global Student Assistance Programme offers free, 24-hour confidential support to all Study Abroad students while they are abroad. This programme gives you access to a team of highly trained advisors and counsellors, who provide in-the-moment support and advice on a range of issues, with structured counselling by telephone. They can also provide country-specific advice and signpost students to further resources on a variety of topics, including housing, legal, financial and health matters. This service is completely free to students and is independent from UCL, providing an impartial, confidential source of support. For contact details and more information see: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/while-youre-abroad/global-student-assistance-programme>

## KEY SOURCES OF INFORMATION (SUMMARY)

### 1. UCL Study Abroad Team Website

Please spend some time browsing this website. It contains a huge amount of useful information that you will need now, as you prepare for your year abroad, while you are on your year abroad and after your year abroad has ended and you are preparing to return to UCL for the final year of your degree.

Home page: <https://www.ucl.ac.uk/studyabroad>

Preparing to go abroad: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad>

UCL Pre-departure preparation programme: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/preparing-go-abroad/pre-departure-programme>

Support while you're abroad: <https://www.ucl.ac.uk/students/global-opportunities/study-abroad-and-erasmus/while-youre-abroad>

(Information about: Personal and emotional support; Support if you're a victim of crime or antisocial behaviour; Financial support; Insurance; Emergency support; the Global Assistance Programme) is available through this page).

Documents and Forms: <https://www.ucl.ac.uk/students/global-opportunities/study-abroad-and-erasmus/documents-and-forms>

Returning to UCL: <https://www.ucl.ac.uk/students/go-abroad/study-abroad-and-erasmus/returning-ucl>

## **2. SSEES Moodle sites:**

### **SSEES Year Abroad Preparation (for Year 2 students)**

You should now be enrolled on this Moodle site. Write to [ssees.yearabroad@ucl.ac.uk](mailto:ssees.yearabroad@ucl.ac.uk) if you are not enrolled on the site and should be.