

LEYTON COLLEGE



Overseas Students Pre-Arrival Guide

Welcome from Leyton College

Dear Student

Congratulations on gaining a place to study at Leyton College. This Pre-Arrival Guide is sent to all new overseas students, and is designed by the International Student Support team to assist you in preparing to travel to the UK. It is full of useful information and advice, which we hope will help you plan your journey. We hope that this guide will help to answer all of the questions you may have. However, if you have any further questions, you should consult the list of useful contacts provided to decide where to direct your enquiry. In all correspondence with the College, please quote your full name, your application number and the programme to which you have applied. We look forward to welcoming you to Leyton College very soon!

Best wishes

International Student Support

CheckList

Before you leave home, there are many important things you will need to arrange. We have prepared this checklist to help with your preparation. Please ensure that you have made the following arrangements and/or have the following documents before you arrive in the UK to begin your studies.

Documents required by the College BEFORE arrival.

Make sure you have:

- Returned acceptance of your offer (ie your reply slip)
- Provided proof that you meet all the academic conditions, if your offer is conditional

Documents required for travel

Make sure you have the following in your HAND LUGGAGE:

- Passport
- Student Visa or Entry Clearance
- Tickets – please make sure you book a flight in time to arrive in the UK for the start of Induction Programme
- Medical Certificate, including chest X-ray and list of inoculations, if applicable
- Original examination certificates and English language results, with certified translations if not in English
- Tuition fees. Any bankers' drafts should be made out in the name of '**Leyton College**' and NOT in your own name, as it can take a number of weeks before you will be able to open a bank account
- Travellers' cheques and/or sterling currency to last for your first few weeks in the UK
- Proof of sponsorship, if you are a sponsored student
- Remember to keep copies of all the above documents in your main suitcase, and leave additional copies with a relative at home

Make sure you have the following items in your hand luggage as well:

- Money – cash, cheques, credit card to last you through the first few weeks at College until you open your bank account. Where possible, keep your money in a money belt or a secure inside pocket. Do not bring large sums of cash with you.
- Any prescribed medication you are taking, plus a letter from your doctor explaining what the medicine is for
- Address of where you will be staying and a contact number in case of emergencies
- A pen/pencil and some paper just in case you need to write down any directions, telephone numbers etc
- Remember to wear loose and comfortable clothing when you are travelling to the UK. On long distance journeys, you will find this better than smart, tightly fitting clothes: you will have greater freedom of movement. Be sure to bring a jacket or warm sweater for when you arrive – you will find that if you are tired after your trip, the cold and the change of climate may come as a shock
- A list of items in your main luggage
- Address book with contact details of your friends and family
- Several passport-sized photographs of yourself. These will be used for various purposes, e.g. bus pass/ student ID card
- Your Leyton College Pre-Arrival Guide!

Now you have made all the preparations to come to the UK, this section will help you understand what to expect when you first arrive in the UK, and advise you of how to plan your journey from your port of entry to the College.

The UK offers a warm welcome to overseas students. However, the UK authorities need to make sure that anyone entering the UK is coming for legitimate reasons. For this reason, you may find that immigration control at your port of entry can be rigorous, and may result in a considerable delay at the end of your journey, especially during busy periods (like the start of term). To assist the immigration officials, keep all your documents in your hand luggage and be prepared to wait patiently. Nationals of EU countries are free of immigration restrictions on arrival in the UK – you will, however, still need to show your passport or national identity card on arrival.

Non EU nationals may be required to show additional documents to the Immigration Officer, so make sure you have the following documents in your hand luggage:

- Valid passport (with entry clearance)
- Leyton College unconditional offer letter
- Evidence of funding – scholarship, personal or family resources, confirmation of sponsorship
- A recent medical report including x-ray results. You may be asked to undergo a brief, routine health check which might include an x-ray. This will be performed by the airport doctor.
- You may be asked questions about yourself, including where you will be staying and why you are coming to the UK – don't worry, as these questions are routine.

After you have passed through passport control, you will need to collect your luggage. Luggage will be placed on a carousel with your flight number on it. If your luggage does not arrive at the airport at the same time you do – don't panic. Go to the luggage enquires/helpdesk and tell a member of staff that your luggage has not arrived. You must do this BEFORE you leave the airport. After the staff has asked you a few questions about your luggage and UK address, they will give you a reference number and contact details to help you find your lost luggage – keep these details safe.

There are strict laws governing what you can bring into the country. These include laws on bringing in meat, fish, milk and any products derived from them, such as dried food flavorings. Customs officials may stop any passenger and ask them to open their suitcases to check for prohibited items. It is illegal to bring drugs (apart from prescribed medication) and animals into the UK. The penalties if you are caught are severe. If you are not sure what you can bring into the UK, check with your local British Mission before you leave, or look on the UK Customs and Excise website at <http://www.hmrc.gov.uk>. Click on 'Travel Information' then scroll down to 'Banned and Restricted goods' for details of what you cannot bring into the UK.

Travelling to Leyton College

Leyton College is located in the east of London.

We have provided below details of how you can make your own way to the College. For advice on travelling to the College you can contact studentsupport@leytoncollege.co.uk.

In the event of any difficulty when you arrive in the UK, you can contact the College on the following numbers:

Monday to Friday 09:00 – 17:00 Tel: +44 (0) 208 988 03698

After 17:00, Saturday and Sunday Tel: 07872969678 – Student Support

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See <http://www.tfl.gov.uk/tube> for underground (tube) journeys from Heathrow Airport

Step 1 take Piccadilly line train to Holborn

Step 2 from Holborn take Central line train (East Bound) to Leytonstone

Alternatively, take a taxi.

Taxi

If you wish to take a taxi from the airport, you can always find an official airport taxi or 'black cab' from the taxi rank outside the arrival terminal. Do NOT accept rides from anyone who approaches you in the airport. You should agree the price with the taxi driver before you begin your journey.

You should make sure you have the correct money in UK currency. You should also make sure you have the address of where you are going written out clearly to show to the taxi driver.

Note:

If you do not wish to travel by public transport, you can pre-book a taxi to collect you from the airport. Students Support Team at the College offers you this service.

At least 1 week before departure,

Email: studentsupport@leytoncollege.co.uk or telephone 00 44 (0)208 988 0368 or

Fax 00 44 (0)870 705 9839. You MUST provide the following information:

- Your full name, date of birth and application number
- Arrival date and time
- Flight number
- UK Airport and Terminal
- Contact number (mobile if possible)