



**Northumbria
University**
NEWCASTLE

**EXCHANGE INCOMING
FACTSHEET
2026/27**

EXCHANGE & STUDY ABROAD PROGRAMME

About Northumbria

Located in Newcastle upon Tyne.

Modern and innovative institution with roots tracing back to 1880.

By the year 2000 Northumbria University was the largest university in the Northeast of England.

**Student
population of
around 35,000**

**11,000
International
students**

**Attracts
students
from 146
countries**

**Based in a
cosmopolitan
city with a
vibrant student
community**

**Named UK
University of the
Year 2022 by Times
Higher Education**

**Modern
University of
the Year 2025
by The Times
and The
Sunday Times**

**Ranked in the
UK's top 25
for research
power and
graduate
employment**

Exchange Incoming Programme

- Gives an unmissable opportunity to spend an unforgettable semester or two in England.
- Programme is open to students who wish to follow a credit-based programme.
- Wide range of courses in various disciplines.
- Nominated by a partner university to study through the Erasmus+ or Bilateral exchange programme.
- Contact us at bc.exchangeapplicantservices@northumbria.ac.uk

Exchange Incoming Students Journey

Pre-Application

1. Discuss plans with the home institution

- Selection Criteria, University Agreements and Fee-free or fee-paying exchange.
- Choose one year/one semester.
- Check the [Academic and English Language Requirements](#)
- Check the [Modules and Timetabling](#) page to ensure they align with your academic goals.

2. Nomination Process

- Home University to provide nominated students details: name, email, start month, duration, subject area & level of study while at NU.
- **Please note before you apply you must have completed a minimum of 2 semesters at your home institution.**

3. Students to receive instructions on how to apply online

- For useful tips check out the [Exchange Application Completion Guidance](#)
- Students to apply using the information given by the NU.

Students will receive an Unconditional or Conditional offer based on the academic and language requirements (Please note that some courses may require a portfolio)



Post Application

1. Read Terms and Conditions

- Information can be found on our [Terms and Conditions](#)

2. Accept offer

- If you have received an Offer (Conditional or Unconditional) and wish to accept it, you can do so by using the Respond to Offer button on the applicant portal.

3. Choose Modules

- Module request email will be sent to you separately.
- Please refer to **page 9** for more information regarding modules

4. Choose Accommodation

- You can apply for [accommodation](#) only after you have firmly accepted your offer.

5. Check if you need a visa

- Year long:** applicants to request a CAS letter via applicant portal (A new process may be introduced - more details to follow)
- One semester:** please refer to our [Short Term Study Visitor](#) page for more information.

6. Apply for your visa

- Year long applicants:** Once you receive your CAS you can apply for your Student Route VISA (if applicable). It is important to prepare your visa application in good time so you can arrive in time for your Induction.



Post Application

7. Enrolment (registration) invitation email

When you will receive this email:

- **September courses:** end of August
- **January courses:** December

What is enrolment (registration)?

Enrolment is the process to officially register as a student at Northumbria University.

What the email includes:

Details of how to login to your Student Portal.

Your Student Portal has all the University information, advice and support you need in one place including your timetable, Blackboard (your online learning platform) and Ask4Help Online (where you can search for answers to questions and submit enquiries).

Instructions on how to complete the two-step enrolment process:

Step 1: Complete the online registration form (before you arrive in the UK)

Step 2: Upload your visa documents (Right to Study check - as soon as you arrive in the UK)

The email will also explain how to:

Access your [timetable](#)

Collect your [Smartcard](#) (student ID)

Access [Blackboard](#) (your online learning platform)

Access your Northumbria [email account](#)

For further guidance on the enrolment process please visit [Enrolling on your programme as an International student](#) in Ask4Help Online on your Student Portal.

Arrival

1. Learning Agreements

- **Learning Agreement:** Send to admissions team to sign bc.exchangeapplicantservices@northumbria.ac.uk

2. Arrive

- Details of our airport transfer service for new students – [Meet and Greet Airport Transfer Service](#)

3. Complete your enrolment (registration)

- As soon as you arrive in the UK, you must complete **Step 2** of the enrolment (registration) process.
- Step 2: Upload your visa documents (Right to Study check) (as soon as you arrive in the UK)
- For further help please visit [Uploading your documents for visa verification](#) in Ask4Help Online on your Student Portal.
- Once you have been officially enrolled (registered), you will receive confirmation to both your personal and Northumbria University email address.

4. Welcome Week, Induction, and Arrival Forms

- Arrival Form: Visit Ask4Help to have your form signed, dated and stamped. Email a copy to your home university. Please refer to [understanding what to do with your Arrival and Departure forms](#) page for further information.
- Once your enrolment is confirmed, you can [collect your Smartcard](#) and [access your timetable](#) within 2 working days.

Arrival

4. Welcome Week, Induction, and Arrival Forms

Your first week

After you have enrolled, you will be able to view your [timetable](#) within **2 working days**.

Your timetable will show:

- When your programme induction activities take place
- When your teaching activities take place

You should also collect your [Smartcard \(student ID\)](#) as soon as possible.

Your Smartcard allows you to:

- Register your attendance
- Borrow books from the Library
- Access University buildings

Arrival Form

You must also complete your **Arrival Form**.

To do this:

- Visit [Ask4Help](#) in person to get your form signed, dated and stamped
- Email a copy to your home university

For more help, visit [Incoming Exchange Students - arrival and departure information](#) in Ask4Help Online on your Student Portal.



Post Completion of Study

1. Receive unofficial transcripts

- Semester one students to receive unofficial transcripts in March.

2. Receive official transcripts

- All students receive official transcripts in July.

3. Departure forms

You must complete your **Departure Form** before you leave.

To do this:

- Visit [Ask4Help](#) in person to get your form signed, dated, and stamped
- Email a copy to your home university

For more help, visit [Incoming Exchange Students - arrival and departure information](#) in Ask4Help Online on your Student Portal.

4. Signing of Final Learning Agreements

Send to admissions team to sign:

bc.exchangeapplicantservices@northumbria.ac.uk



Academic Calendar

Semester One

(September 2026/7)

Monday 21 September 2026 to Friday 22 January 2027

Induction Week: Monday 21 September 2026 to Friday 25 September 2026

Teaching Weeks: Monday 28 September 2026 to Friday 18 December 2026

Winter Break: Monday 21 December 2026 to Friday 8 January 2027

Assessment Weeks: Monday 11 January 2027 to Friday 22 January 2027

Semester Two

(January 2026/7)

Monday 18 January 2027 to Friday 28 May 2027

Induction Week: Monday 18 January 2027 to Friday 22 January 2027

Teaching Weeks: Monday 25 January 2027 to Friday 7 May 2027

Spring Break: Monday 22 March 2026 to Friday 9 April 2027

Assessment Weeks: Monday 10 May 2027 to Friday 28 May 2027

- **Re-Assessment Period for both Semester One & Semester Two (resits):**
Monday 16 August to Friday 20 August 2027



Application Procedure Information

- Partner institution to send nomination details by email (name, email, start month, duration, subject area & level of study while at NU) to bc.exchangeapplicantservices@northumbria.ac.uk
- Each nominated student will receive individual email instructions on how to apply online and partner institution will be copied into the email.
- Please note before you apply you must have completed a minimum of 2 semesters at your home institution.
- Students to complete online application and submit all supporting documents (i.e.: passport, English qualification, recent academic transcript and if required, a portfolio).

Nomination Deadlines

**Semester one (September):
Wednesday 1 April 2026**

**Semester two (January):
Thursday 1 October 2026**

Application Deadlines

**Semester one (September):
Tuesday 15 April 2026**

**Semester two (January):
Wednesday 15 October 2026**

Further information

ENGLISH LANGUAGE:

General English Language requirements for courses at Northumbria University:

[English Language Requirements](#)

Find out about recognise English tests, any acceptable country specific qualifications and relevant exceptions:

[Acceptable English Qualifications](#)

PORTFOLIO GUIDELINES:

Some courses require students to submit a portfolio. Find out more information regarding portfolios:

[Portfolio information for Undergraduate courses](#)

[Portfolio information for Postgraduate courses](#)

MODULES:

Please note that the module webpage is constantly updated and should be used for guide purposes only.

Certain courses may only offer set modules; this means that it is not possible to request modules from another department.

No modules can ever be guaranteed and students wishing to study at Northumbria University on Exchange programme will need to be flexible in their choices.

Modules are agreed prior to enrolment and no changes are permitted after enrolment.

COURSE CHANGES:

Please note we cannot make certain courses changes after enrolment due to module and timetabling constraints. If you do wish to switch courses, this must be agreed with your home institution as soon as possible.

ASSESSMENT / GRADING:

Studying at an Exchange programme means that you will need to follow the institution's policies and procedures; this includes the assessment processes.

This may include how to submit, find your grades and understand the grading systems.

Please familiarise yourself with the above – more information can be found here:

[General guidance for students](#)

[Assessment – Grades and Feedback](#)

[Assessment Regulations and Policies](#)

OTHER USEFUL LINKS

NU's webpage for incoming mobility students:

[Incoming students](#)

Detailed explanation of the application procedure:

[How to Apply](#)

Information about applying for visas:

[Short Term Study Visitor](#)

[Immigration](#)

Find out if you need a visa depending on your nationality:

[Check if you need a UK visa](#)

Lists of modules:

[Modules and Timetabling](#)

Useful information for exchange and study abroad students (accommodation, meet & greet, student support & wellbeing):

[Useful information](#)

Insight for students about the region:

[Life in Newcastle](#)

CONTACT DETAILS

bc.exchangeapplicantservices@northumbria.ac.uk

Admissions related queries: application process, nominations, modules and learning agreements

er.study-abroad@northumbria.ac.uk

Partner agreements, NU outgoing students and partnership-related queries