

GO GLOBAL HANDBOOK

**For Engineering students completing a semester abroad
at Texas A&M University in 2024/25**

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Who can go abroad?

Only Biomedical, Chemical and Aerospace Engineering students can participate in the Texas A&M Engineering Semester abroad. This is because the semester abroad replaces a Swansea semester, and contributes towards a student's degree classification.

The three subjects listed above have module options in Texas A&M which closely match Swansea University's module options.

Students go abroad in Semester 1 of Year 2.

Academic requirements

Semester abroad exchange places are limited and subject to a competitive application. For students who meet the criteria outlined above, places will be allocated according to performance. Students with the highest averages will be allocated places first. Where demand exceeds places, allocations will be made based on performance and some students may not therefore receive a place at all.

Your Faculty has academic thresholds in place which must be met for you to be considered for the semester abroad programme (unless advised otherwise by your department):

- **Biomedical:** 70% Year 1 semester 1 average and 70% overall Year 1 average
- **Chemical:** 70% Year 1 semester 1 average and 70% overall Year 1 average
- **Aerospace:** 80% Year 1 semester 1 average

Please note that obtaining the above averages does not guarantee a place on the programme.

Students repeating a year or module are not eligible to apply. The Faculty of Science and Engineering may also consider other relevant matters before approving a Study Abroad semester. For example, a student may not be permitted to study abroad if found guilty of academic misconduct.

For information on the University's Semester/Year Abroad Study placement Regulations, visit:

<https://myuni.swansea.ac.uk/academic-life/academic-regulations/assessment-and-progress/guidelines-on-mobility-opportunities/>

Progression rules:

Students must have progressed from the Academic Year prior to the semester abroad. Students cannot have any supplementary or deferred examinations during the August assessment period prior to departure.

Students are not able to participate in the semester abroad if results of assessments are not known and confirmed before the start of term at the Host University. This would primarily affect students planning to study abroad in Canada, USA, Australia, Hong Kong, South Korea, Singapore and some European universities. Further information is detailed on specific partner university webpages:

<https://www.swansea.ac.uk/goglobal/outbound/partner-universities/>

Additional information about preparing for a semester abroad is available via

<https://www.swansea.ac.uk/goglobal/outbound/get-ready/>

Additional requirements

If you are registered with the Disability and/or Wellbeing Service at Swansea University, you are encouraged to contact them as early as possible if you are applying to study or work abroad. This is so that they can assist you with any additional requirements you may have, and they can (with your permission) liaise with the Go Global team to discuss your study abroad destination.

If your application to study abroad is successful, you will be given the opportunity to complete a questionnaire which can be shared with your host university for them to confirm if similar or additional requirements can be met during your time abroad.

After you have submitted your expression of interest

Your Faculty will notify you if you have been successful and have been assigned a semester abroad placement.

You will be provided with a *Participation Agreement* and *Learning Plan* to complete. The Learning Plan will outline the minimum academic requirements you will need to achieve on the semester abroad, including the number of credits you are required to enrol on and pass in order for you to pass the semester abroad.

Applying to your host university

The Go Global team will nominate you to your host university so that you can begin their application process. Your host university will provide you with guidance on completing this application.

Additional support is available from the Go Global team, with in-person or online meetings available to book via Calendly (<https://calendly.com/swansea-goglobal>).

You will complete an online application form and you should be prepared to upload supporting documents, such as a copy of your passport, financial evidence for a visa and details of the modules/classes you plan to study.

An important part of your application to your host university will be selecting the modules/classes you will study there. Your Learning Plan will outline the credit load and any specific modules you must enrol on.

For the **Texas A&M Engineering semester programme** students must select pre-defined modules, with no alternative options unless advised otherwise by your Swansea Study Abroad Tutor. Modules are subject to change. Please see the current list on the next page.

Whilst you are abroad you will still be required to enrol at Swansea on 6x 10 Credit Modules. Your Faculty will action this for you, but you must ensure you select the correct Texas A&M modules also.

	Texas A&M Module	Swansea code	Swansea equivalent module
Chemical	CHEN461 Process Dynamics and Control	EGTX12	
	CHEN304 Chemical Engineering Fluids Operations	EGTX16	
	CHEN322 Chemical Engineering Materials	EGTX26	
	CHEN320 Numerical Analysis for Chemical Engineers	TBC	
	Distance learning	EG210	EG210 Thermodynamics of Process design
	Distance learning	TBC	Swansea Texas Exchange Final report module
Biomedical	BMEN 341 Biotransport	EGTX01	PM-230 Medical Diagnostic Techniques
	BIOL113 Essentials in Biology	EGTX25	EGA219 Cell Biology and Cell Mechanics for Engineers
	BMEN-343 Biomedical Engineering Materials	EGTX02	EG-232 Multivariable Calculus for Medical Engineers
	BMEN-250 Biostatistics and Data Visualisation	EGTX39	EG-219 Statistical and Computational Methods
	Distance learning	EGA226	EGA226 Physiological Systems
	EGTX06 Swansea-Texas Exchange: Final Report (Swansea module)	EGTX06	EG-236 Design for medical engineering
	NOTE: Biomedical students on the exchange will take <ul style="list-style-type: none"> • Medical Diagnostic Techniques (PM-230) in their 3rd year instead of Biomedical flows in Physiology and Medical Devices (EGA336) • Mechanical engineering Design 2 (EGA214) in TB2 of their 2nd year instead of Fluid Mechanics (EG-160). 		
Aerospace	AERO 304 Aerospace Structural Analysis 1	EGTX36	EGA227 Structural Mechanics for Aerospace Engineers
	AERO 212 Intro to Aerothermodynamics	EGTX19	EG-261 Thermodynamics II
	AERO 310 Aerospace Dynamics	EGTX37	EGA228 Aerospace Control
	AERO 301 Theoretical Aerodynamics	EGTX38	EG-293 Aerodynamics
	EGTX22 Aerospace Systems – coursework (assessed in Swansea) Report & Presentation: A comparison between of Aerospace Engineering from a UK and US perspective (assessed in Swansea)	EGTX22	EGA220 Aerospace Systems
	EGTX23 Computer Aided Engineering-Texas Coursework: MATLAB assignment (assessed in Swansea)	EGTX23	EG-264 Computer Aided Engineering

NB. These modules are provisional and may change subject to availability or changes to the curricula on Swansea and Texas side.

The modules you are enrolling on will be recorded on a *Learning Agreement*, which will be sent to you by the Go Global team. Once completed, the Learning Agreement must be signed by you and your Swansea University Study Abroad Tutor.

Faculty Coordinator details

Aerospace Engineering

Dr. Shakir Jiffri

Departmental Coordinator / Study Abroad Tutor

Email: Shakir.Jiffri@Swansea.ac.uk

Phone: 01792 604357

Biomedical Engineering

Dr. Adesola Ademiloye

Departmental Coordinator / Study Abroad Tutor

Email: a.s.ademiloye@swansea.ac.uk

Phone: 01792 518629

Chemical Engineering

Sara Walsh

Departmental Coordinator / Study Abroad Tutor

Email: sara.walsh@swansea.ac.uk

Receiving acceptance from your host university

Your host university will review your application and issue your formal acceptance either via email or post. Your formal acceptance will usually contain information about how to apply for a visa, along with any documentation you require to apply for a visa or study permit and accommodation.

You are likely to be required to make financial commitments, such as paying for a visa application or accommodation deposit, before you have received full travel approval from your Faculty and/or the formal results of the July progression boards. Swansea University is unable to accept responsibility for any costs incurred by you in anticipation of your travel approval and progression results.

Booking accommodation

You are responsible for your own accommodation arrangements for your time abroad. If studying abroad, accommodation information and guidance will be provided by your host university. Read any contracts regarding accommodation carefully and make sure you understand them before you sign them. Remember that any financial commitments you make are at your own risk.

Funding and Finance

Funding for your time abroad

All students taking part in a semester abroad programme can apply for any available funding.

Funding availability varies annually, and details of available bursaries will be shared with students as

soon as information becomes available. The Go Global team aims to fund as many students as budgets allow, with additional funding typically available for students from a disadvantaged background. Further details are available on our webpage:

<https://www.swansea.ac.uk/goglobal/outbound/funding-and-finance/>

Upload your bank information while on campus

In order to receive any funding for the semester abroad, you will need to have uploaded your UK bank details to your Swansea University student intranet account. You must be on campus when you do this. We recommend that you do this as early as possible in Year 2. Use the link here:

<https://intranet.swan.ac.uk/StudentProfile/ProfileFinanceDetails.aspx?GUID=a8184808-b4bb-49ee-b28c-692e9860360f>. In the “Financial Transactions” tab, scroll down and enter your account details.

Failure to upload your bank details will prevent any payments from being processed.

Tuition Fees

Your tuition fees to Swansea are payable as normal upon enrolment at Swansea. You will pay your standard annual tuition fees to Swansea University. No tuition fees are paid to your host university although you may be required to pay some registration fees. You must check with your host university about any additional fees.

Applying for Student Finance

It is important that you apply for your student finance through your student loan company by the normal deadlines.

It is important that you inform your Student Loan Company that you are going abroad. You may be asked to submit a course abroad form, which the Go Global team can sign and stamp for you.

If you have general queries regarding finances and budgeting, Money@CampusLife can be contacted via money.campuslife@swansea.ac.uk or by calling 01792 606699.

Visas and International Travel Approval

Applying for Swansea University Travel Approval

You must have full travel approval to participate. Students CANNOT begin the semester abroad until travel has been approved – you will not be eligible for funding or insurance cover without it.

Students will be provided with support through this process. Full details available online:

<https://myuni.swansea.ac.uk/living-in-swansea/health-and-safety/undergraduates/policies-and-procedures/#international-travel-is-expanded>. Your placement abroad is not confirmed until all forms have been completed and travel approval has been given by the Faculty. Due to circumstances beyond our control (for example, as was the case during the Covid-19 pandemic), some partner universities may cancel exchange programmes for Swansea University students. If this happens, we will not be able to offer students alternative options. Useful sources of information include:

- FCDO guidance (<https://www.gov.uk/foreign-travel-advice>)
- Drum Cussac- (<https://www.drum-cussac.net/>)

- Download the Safezone app and register for an account (<https://www.swansea.ac.uk/life-on-campus/security-and-safezone/>)

Applying for a visa

You are responsible for applying for a visa/study/residence permit as required for your host destination. Your host university/organisation will provide you with details about what type of visa or permit you must apply for and how you should submit an application. You cannot apply for a visa until you have received formal acceptance from your partner university. If you are studying in Swansea on a Student Route visa should seek advice from International@Campuslife about any impact a period abroad may have on your UK visa (<https://www.swansea.ac.uk/international-campuslife/>)

You are likely to be required to make financial commitments, such as paying for a visa application, before you have received full travel approval from your Faculty and/or the formal results of the July progression boards. Swansea University is unable to accept responsibility for any costs incurred by you in anticipation of your travel approval and progression results.

Go Global Semester Abroad pack

Following the formal release of confirmed exam results and progression decisions in July, and if international travel approval has been granted, you will receive a semester abroad pack from Go Global. This is emailed to your Swansea University email address. This will include details of any funding that you are eligible for, as well as other documentation and information relating to your placement abroad.

Arriving at your host university

Your host university or organisation will let you know when you need to arrive and provide details of any compulsory orientation events.

Confirming your arrival

Follow guidance from your host university about how to enrol. Request that the study abroad team or your work placement supervisor sign off your Confirmation of Start form. Return the signed copy by email to studyabroad@swansea.ac.uk within your **first week**. The dates on this form will be used to calculate your grant eligibility and the initial allocation of any funding you may have been allocated.

Checking your modules

When you enrol at your host university, refer back to your Learning Plan to check you are enrolled on the correct number of credits and the correct modules as defined by your Faculty.

Updating your Swansea records at the start of the semester abroad

It is important that you remember to enrol online at Swansea University also as soon as the new academic year begins. Follow the instructions to enrol online at the start of the new academic year - these will be sent to you in an e-mail. Failure to enrol will affect your participation, void your insurance and prevent any payments from being processed.

You should also update your Swansea University intranet account term time address to show your new term time address abroad along with your contact details.

While on a semester abroad programme, you will be required to enrol on specific module(s) at Swansea to reflect your studies abroad. This should be pre-loaded to your student account. If you encounter issues please let the Go Global team know as soon as possible.

Keeping in touch during semester abroad

In line with Academic Regulations, as a student abroad you are required to maintain contact with your department during your placement. Students on a Student Route visa are subject to additional requirements. For more information, you can refer to the Attendance Monitoring Policy online: <https://myuni.swansea.ac.uk/academic-life/academic-regulations/aqs-policies/engagement-monitoring-policy-for-taught/>

Your Study Abroad Tutor or Faculty may require additional contact points with you and will advise further. For a full list of Faculty contacts, visit <https://www.swansea.ac.uk/goglobal/outbound/year-and-semester-abroad-opportunities/faculty-contacts/>

You can access support from Swansea's Student Support Services during your semester abroad, should you require it. More information is available via <https://www.swansea.ac.uk/student-support-services/>

The Go Global team can be contact via studyabroad@swansea.ac.uk with any queries.

You will only be contacted via your Swansea University student email address and so it is important you ensure you maintain access to this inbox and the Microsoft Authenticator App.

At the end of your placement, before you leave

- Request an Academic transcript from your home university in advance of your departure. A copy must be sent to the Go Global team (studyabroad@swansea.ac.uk). This will be required to convert your semester abroad modules to Swansea marks and for you to be able to continue your studies at Swansea.
- Pay all fees and clear all debts before leaving your host university. Failure to do so may result in your academic transcript being withheld.
- Ask your host university/organisation to sign off your 'Certificate of Attendance' and return it to the Go Global team
- Complete the online feedback survey. A link will be sent to you via your Swansea email address.

Once you have completed all the required steps, we will be able to process any outstanding funding.

Awarding Swansea University marks for the semester abroad

The academic transcript provided by your host university at the end of your studies is used by Swansea University to assess whether you have achieved the expected aims of your semester abroad (as outlined in the learning plan and reviewed against your approved Learning Agreement). The transcript is used along with the host University's grade conversion charts and Swansea University's conversion charts to allocate your semester abroad marks. To view Swansea University's conversion tables, visit:

<https://myuni.swansea.ac.uk/academic-life/academic-regulations/assessment-and-progress/guidelines-on-mobility-opportunities/>

Students who fail the semester abroad will be advised of the impact by their Faculty.

Redemption of failure of the Semester Abroad

Some partner institutions may offer supplementary opportunities as standard practice during the normal semester. In this case you are advised to avail yourself of this opportunity to redeem any failures.

In cases where your experience was adversely affected by extenuating circumstances or other circumstances beyond your control, a supplementary opportunity may be offered by your Faculty. Such requests will be considered on a case-by-case basis by the relevant Student Cases Committee.