

Time Away During Semester Time

As part of your [visa responsibilities](#), students on a Student visa (previously called Tier 4 visa) must attend all teaching or supervisory sessions and take part in all aspects of your course set by your faculty, including completing any assignments or in class tests so you make good progress. This is both for taught modules and independent study such as a dissertation or research project.

The table below gives a summary of permitted time away. Further explanation can be found beneath the table.

Situation	Duration of travel	Permission needed	Visa implications
Unwell and cannot attend teaching	Up to 2 weeks	You must let your module leader/s know by email and catch up with any learning missed	This will not be reported to the UKVI
Unwell and cannot attend teaching	More than 2 weeks	You must talk to your module leader/s about whether it is possible to make up the missed work. In addition, you must talk to ISAT who may recommend taking Approved Temporary Withdrawal.	This may need to be reported - ISAT will advise depending on the situation
Travel home for an emergency	Up to 2 weeks	Travel permitted if permission from Faculty is given	This will not be reported to the UKVI
Travel home for an emergency	More than 2 weeks	You must talk to your module leader/s about whether it is possible to make up the missed work. In addition, you must talk to ISAT who may recommend taking Approved Temporary Withdrawal.	This may need to be reported - ISAT will advise depending on the situation

Situation	Duration of travel	Permission needed	Visa implications
Taught Masters wishing to study dissertation/research project overseas	Up to 3 months	Travel permitted if permission from the Faculty and ISCT (by completing the travel form) is given. You must complete all your studies and fully engage with your course from overseas.	If you plan to return to the UK before the end of your visa, this will not be reported. If you tell us you are leaving the UK and will not return, we will report this to the UK.
Taught Masters wishing to study dissertation/ research project overseas	More than 3 months	Travel permitted if permission from the Faculty and ISCT (by completing the travel form) is given.	This will be reported to the UKVI. Please speak to ISAT about the implications for your visa.
Research students (MA/MSc/LLM by Research or PhD/MPhil) wishing to study dissertation/ research project overseas	Dependent on the work required	Permission must be given by your supervisor and Research Degrees team (rdt-researchdegrees@brookes.ac.uk)	This will not be reported to the UKVI unless you will not return to the UK.
Travel for tourism during semester time	Travel is permitted during the weekends when there are no classes scheduled as long as you can complete all your work before or after travel. Travel is not permitted if it means you will miss any teaching, learning or assessment.		
Undergraduate student wishing to study overseas	This is not permitted for any length of time unless there is an emergency as detailed above.		

What about if I am unwell and cannot attend teaching?

If you cannot attend part of your course due to an emergency or sickness, you must let your module leader/s know by email. If your illness or emergency lasts for more than 2 weeks, you need to talk to the International Student Advice Team (ISAT) because there may be implications for your visa.

Can I go on holiday while I am studying at Brookes?

Travel outside the UK for holidays is only permitted during holiday time unless you are only going away for a weekend and you won't miss any learning or teaching. This is part of your [visa responsibilities](#). For Postgraduate Taught students who have a dissertation/ research project module registered covering the summer semester or throughout January, this time is semester time, not holiday.

Can I complete some study from outside the UK?

All students are allowed to attend overseas field trips as part of their course where they are organised by Brookes. In addition, the following study outside the UK is permitted:

Undergraduate students - undergraduate students are not permitted to study outside the UK unless in the extraordinary circumstances detailed below.

Taught Masters students - students who meet **ALL** the following criteria can study from overseas for up to 3 months.

- have NO taught modules on their programme
- have NO in person teaching e.g. lectures or seminars
- be able to complete all remaining elements of their course overseas
- have permission from Faculty to study overseas
- be able to provide the details of their overseas study (place of study and dates overseas)
- Have completed the [Taught Masters travel form](#).

This could be for example to collect data or conduct research, or to write up your dissertation/research project. During this time, you must engage fully with your studies and attend any online meetings with Oxford Brookes staff. Failure to do so is a breach of your responsibilities as a Student visa holder and could affect your visa.

On the form you will need to state whether you will be returning to the UK within your current visa or not. This will affect whether we report the change to the UKVI so please talk to ISAT if you are unsure what to answer.

Research Students (MA/MSc/LLM by Research or PhD/MPhil) - if your supervisor gives you permission to carry out part of your study from outside the UK, this may be possible. You will need to contact Research Degree teams on rdt-researchdegrees@brookes.ac.uk to confirm this and request a travel letter needed for re-entry to the UK.

Can I travel outside the UK during semester time for personal reasons?

Apart from the situations listed in the previous question, travel outside the UK during semester time is not normally permitted. However, there may be extraordinary reasons that mean students need to travel outside the UK during semester time. For example to travel home for up to 2 weeks due to a family emergency. In this situation you must have written permission (by email) from an appropriate member of the Faculty normally your Programme Lead or Subject Coordinator. Your travel should not prevent you from handing in any assignments or completing any exams. You do not need to complete any forms for this.

If you need to travel outside the UK for longer than 2 weeks, you will still need to get permission from the Faculty but you will also need to speak to ISAT about the implications for your visa. If your situation means you need a long time away from your course, you may need to take [Approved Temporary Withdrawal](#). ISAT will be able to explain the visa implications of this.

Please note: students who are travelling outside the UK during semester time are responsible for contacting academic staff about teaching and learning during the time they are away. In addition, where ISAT requests this, students must also keep in touch with them.

I have permission to travel overseas during semester time because of my personal circumstance, but I might need to extend it. What should I do?

You will need to talk to the person who gave you permission before and also to ISAT about whether it can be extended or whether you should take Approved Temporary Withdrawal. Staff will also discuss whether you should apply for Exceptional Circumstances. You will be given advice according to your situation.