

January 2023 - Rules for New International Students

Read carefully the rules and regulations for participating in the Global Buddies programme. Date and sign below and then email the completed form to global-buddies@brookes.ac.uk. After you download the document, please rename it using your official first name and last name, and save the file (eg. *GB New Student Rules - John Smith.doc*). If you have any questions before signing, please contact global-buddies@brookes.ac.uk.

If you participate in Global Buddies, there are a number of rules and regulations you must comply with to ensure the smooth running of the programme:

- You must attend the Initial Catch-Up with your group and familiarise yourself with the contents of the Global Buddies webpage.
- Once you sign up to Global Buddies, you are committing to the whole duration of the programme, which means you must attend 3 activities during the semester and keep in touch with your group at least once a week. Failure to do so means we may not have the numbers to continue running some of the activities and groups, having consequences for the whole programme and disappointing group members. We understand that you may have a heavy workload so we are flexible regarding the 3 activities you need to attend: you can join the [Global Buddies events](#) organised by ISAT, the [Social Events](#) organised by ISAT, or organise your own activity with your group.
- If a conflict arises in your group that you are not able to resolve, please speak to your group mentor in the first instance. If you are not able to resolve any conflicts that arise within the group, then please seek advice from the Global Buddies Programme Coordinators by emailing global-buddies@brookes.ac.uk.
- At the end of the semester, you will be able to request a Certificate of Participation. In order to receive your certificate, you will need to have attended or organised at least 3 activities with your group. As proof of this, you should send a photograph with your group for 3 of the activities you have attended, together with a 200-word paragraph telling us about your experience as a Global Buddy. The photos must have been taken by you or a member of your group (you cannot use one of the photos taken by ISAT). Each student should email global-buddies@brookes.ac.uk individually to ask for the Certificate, and requests should be sent by 27 April..
- You are representing Brookes University so please make sure that you are on your best behaviour and act respectfully towards other students and the public.
- Inclusivity is a core value of the programme, so please do your best to involve and communicate with all group members.
- When you email the Global Buddies Programme Coordinators, Mentor or your group, please always use your Brookes email address.

Full name: _____

Date: _____

Signature: _____

Student ID number : _____