



The International Student Advice Team (ISAT) warmly welcomes you to Oxford Brookes and we hope you have a fantastic time while you are here. This guide will give you lots of useful information about activities for international students during Arrivals Weekend and Induction week in September 2025. Throughout your time at Oxford Brookes, you are always welcome to contact us or check our website for information.

### What we do

ISAT offers information and advice to international students about immigration, employment, and general academic matters. We are here if you need to talk about any difficulty you might be facing. We also organise events and trips outside Oxford, to help you make the most of your time at Oxford Brookes. We are very active on Instagram – make sure you follow us at @brookes\_isatsocial

### Our contact details

- www.brookes.ac.uk/students/isat
- 💋 isat@brookes.ac.uk
- Face-to-face appointments:
  <a href="https://www.brookes.ac.uk/students/">www.brookes.ac.uk/students/</a>
  <a href="mailto:isat/contact">isat/contact</a>
- Zoom Room:
  <a href="https://www.brookes.ac.uk/students/">www.brookes.ac.uk/students/</a>
  isat/contact
- @brookes\_isatsocial
- @isat.brookes

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# **Essential information**

Checklist of things to do

As a <u>new student</u>, there are some important steps that you need to complete before starting your course. This page provides you with essential information. You can use the links for further details in the first instance, and contact Oxford Brookes staff if you need additional support.

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	Complete your enrolment and your Right to Study checks: the final deadline to arrive in the UK and complete your enrolment is Friday 3 October 2025.
	Set up your Brookes email and calendar – available from 8 September and you need to complete your enrolment first
	Attend your course induction sessions during Induction Week (15-19 September 2025)
	Collect your student card (you will receive an email when your card is ready for collection)
	Register your modules before you start your course (you will find out mor about this during your course induction)
	Open a UK bank account
	Register with a GP surgery near you – this is a UK health centre where you can see a doctor.
	Apply for a bus pass.
	Decide if you would like to get a <b>Totum card</b> for discounts and ID.
	Check the ISAT Social Events and come to as many as you like
	Follow ISAT on Instagram to get advice and social events updates.

# Attendance letter

Your Attendance Letter (also referred to as Certificate of Attendance), can be used as proof of your local address. You can request this document online once you have completed your enrolment. <a href="Instructions">Instructions</a> are on this Student Central webpage.

### **Proof of address**

Students in Oxford Brookes accommodation can also get a proof of address letter by emailing accomm@brookes.ac.uk



# Help to get started

If you have any questions or are unsure about something, the following teams and staff members will be able to help you to get started.

Who are they?	What can they help with?	How to contact them?
Student Induction Team	Answering any questions about Induction week. Talk to them if you have missed some Induction sessions.  They can also help with:  Online enrolment (but not right to Study checks)  Student cards  Attendance Certificates/  Council tax letters  In general, they are the team to contact if you don't know who to ask.	They are based at the JHB Reception during Induction. You can also chat with them online, Monday to Friday, 9:00am – 4:00pm.
International Student Advice Team	<ul> <li>Visa/immigration questions</li> <li>Opening a bank account</li> <li>Life in the UK, social events</li> </ul>	During Arrivals weekend and Induction week, come and see us at the International Student Meeting Point (see page 8). Full contact details on page 2.
International Student Compliance Team	Right to Study checks	International Student Compliance Team
Accommodation Bureau	Answering any accommodation related queries, providing proof of address	They are based Abercrombie Building JHB (room AB.1.01b).

Who are they?	What can they help with?	How to contact them?
Student Support Coordinators	<ul> <li>Choosing, adding, deleting modules</li> <li>Information on free language courses</li> <li>Your Induction schedule</li> </ul>	Student Support Coordinators
Academic Advisers	Learning about your programme and what is expected of you.	Your timetable will tell you where/when to meet them. If you have missed this, check with the Student Induction Team.
Programme Administrators	<ul> <li>Postgraduate students only: Answering any queries you have about your course.</li> </ul>	In your faculty. Check with the Induction Team if you're not sure.
Global Mobility and Engagement Team	<ul> <li>Exchange and Study Abroad students only:</li> <li>Certificates of Arrival and Learning Agreements.</li> <li>Questions about life as an Exchange student.</li> </ul>	Global Monility and Engagement Team

<u>More details about the support you can get</u> from these teams throughout your studies at Oxford Brookes can be found on our website.

# **Arriving at Brookes**

Where possible, please arrive in Oxford in time for Arrivals Weekend (13-14 September 2025). If you have any questions or need any help when you first arrive, please ask ISAT or the Student Induction Team (see below).

### Come and see us!

# ISAT: The International Student Meeting Point (ISMP)

- Daily from Saturday 13 September 2025 to Wednesday 17 September 2025, 10:30 to 15:00
- In the Forum, John Henry Brookes Building (JHBB), Headington Campus.

Our International Student Advisers and International Student Helpers are here to answer any questions you have. Come and see us to join one of our free campus/city centre tours, learn about our events/workshops, get a map of the city, pick up a SIM card, or just to have a chat.

### Student Induction Team: Reception for New Students

- From Monday 8 September 2025
- Reception, JHBB, Headington Campus.

The Student Induction Team will be able to answer any questions you have and tell you where to go if you have some Induction events. For Reception opening times, please visit this webpage.



### Online support

In addition to our physical help desks on campus, ISAT provides support via email/Zoom Room (www.brookes. ac.uk/students/isat/contact) and the Student Induction Team can be contacted via online chat, email and phone (www.brookes.ac.uk/study/new-students/contacts).

### **Course induction**

All students must attend their course induction. During induction, you will find out more about your course, how to use our virtual learning environment (Moodle) and meet the teaching staff.

You can find lots more information, including how to enrol, on our new students webpages.

Incoming exchange/study abroad students will be contacted by the Global Mobility and Engagement Team regarding their course induction and Welcome Session.



# Getting around Headington Campus

Oxford Brookes' main campus is Headington Campus. It might take you some time to get familiar with the campus and will seem like a bit of a maze at first!

To get directions to the main buildings from the John Henry Brookes building's Reception, you can scan the QR code below.



You can join one of our campus tours during Induction week too!

If you need help finding directions on Headington Hill and Marston site, you can refer to the <u>maps available</u> online.

## **Arrivals and semester events**

### Workshops

Workshop title	Date	Time
International Students Introduction Session	Sunday 14 September	13:00 to 14:00
UK Academic Culture	Sunday 14 September	14:30 to 15:30
Life as an International Student	Monday 15 September	16:30 to 17:30
British culture and tips for living in the UK: What to Expect	Tuesday 16 September	16:30 to 17:30
Money and Employment in the UK	Wednesday 17 September	16:30 to 17:30

### How to join

**Go on our website** to find out more about these workshops.

In-person events have limited capacity (first come first served basis), so please make sure you arrive in time for the sessions. All the workshops are taking place in the John Henry Brookes Building (Headington Campus).

### Social events

Workshop title	Date	Time
International Students' Meeting Point	Saturday 13 September to Wednesday 17 September	10:30 to 15:00
Campus Tour	Saturday 13 September to Wednesday 17 September	11:00 / 13:00
City Centre Tour	Saturday 13 September to Wednesday 17 September 14:00	
International Students' Welcome Breakfast	Sunday 14 September	10:00 to 12:00
ISAT Drop-in sessions	Thursday 18 September to Friday 26 September (excluding the weekend)	11:30 to 13:00 / 13:30 to 15:00
Historic walking tour of Oxford	Friday 19 September	14:00
Guided tour of London	Saturday 20 September	11:30
Global Buddies Welcome Event	Tuesday 30 September	18:00 to 19:30

To take part in and find out more about the social activities, go to the **ISAT Arrivals Activities webpage**. In-person events have limited capacity and you may need to book your space in advance. Please check on our website.

### Semester 1 social events programme

The International Student Advice Team (ISAT) organises social events and trips every semester to help you meet other students, discover the UK and make the most of your time here.

### **Programme**

The full programme for Semester 1, September to December 2025 can be found on our website. We also post regular updates on our social media channels Instagram and Facebook.



### **Highlights**

Below are some of the events we are organising this semester:

- Guided tours
  This semester we will offer trips to
  London, Brighton, Stratford and the
  Cotswolds, Wales and Cambridge.
- Send a Postcard Home
  Let your loved ones know how you are settling into life in Oxford with a postcard home! Join ISAT and Brookes Residences to design and write your own postcard, and then your postcard will be sent free of charge to your chosen loved ones.
- Cream Tea and Crafts
  Discover the British tradition of
  eating scones with jam and clotted
  cream, served with tea.

- Piwali Fairy Light Giveaway
  ISAT will be giving away battery
  powered fairy lights for anyone who
  wishes to decorate their rooms, flats
  or houses. Just pop by the ISAT
  drop-in office on the specified dates
  to pick yours up for free!
- Halloween Tour of Oxford
  Join a professional tour guide for a spooky Halloween tour of Oxford!
- Christmas at Blenheim Palace
- Christmas Party
  Let's celebrate Christmas together
  with food and gifts!
- Winter Wonderland (London)

### New Students' website

Further information about other events you may be interested in.

### **Global Buddies**

### Welcoming new international students to Oxford Brookes

The Global Buddies programme brings together our current UK/international students with newly arrived international students. Our current students can share their experience with you and provide tips about how to settle into life at Oxford Brookes. There will be a number of free and subsidised events that you can join with your group, as well as arranging your own activities!



### How to register?

- Go to the <u>Global Buddies</u> webpages
- Check whether the programme is right for you
- Sign up online

### **Successful completion**

- Get a Certificate of Participation
- Develop new skills, such as international communication
- A great way to make new friends from around the globe and have intercultural experiences.
- Settle into Oxford life more quickly.

### Organised activities on the programme

- Welcome Event
  It's time to meet your group on
  campus! You will also have the
  opportunity to meet other groups
  and have fun playing games and
  getting to know each other.
- Board game event
  Have fun playing games and
  getting to know other Buddies and
  Mentors! Refreshments provided.
- Get your skates on and join us for some fun on the ice at Oxford Ice Rink!

- Junkyard Golf
  Join us for a crazy golf experience
  that will take you on a twisted
  journey around a 9-hole golf
  course.
- Awards Dinner
  Join us at COSMO's all you can
  eat world buffet for dinner and an
  evening of celebration as the Global
  Buddies programme begins to
  come to a close. We will celebrate
  your participation in the programme
  with awards for the 'Most engaged
  group' and 'Best mentor' as
  nominated for by the buddies!

# **Notes**

### **International Student Advice Team (ISAT)**

- www.brookes.ac.uk/students/isat
  - isat@brookes.ac.uk
- Face-to-face appointments:
  www.brookes.ac.uk/students/isat/contact
- Zoom Room:
  www.brookes.ac.uk/students/isat/contact
  - **o o brookes isatsocial** 
    - @isat.brookes

