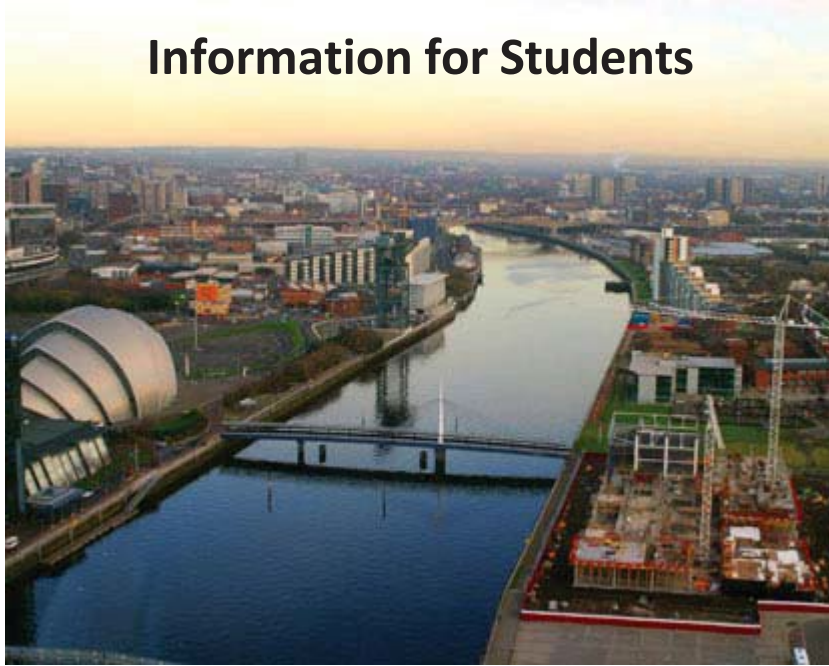




## Information for Students



*Address:* Glasgow School of English,  
2<sup>nd</sup> Floor, 180 Hope Street,  
Glasgow, G2 2UE

*Office telephone:* +44 (0) 141 353 0033 (8.30am-5pm)

***Emergency telephone:* +44 (0) 776 388 7151**

*Email address:* [info@glasgowschoolofenglish.com](mailto:info@glasgowschoolofenglish.com)

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## Your First Day at School

Please report to the reception desk to complete your registration form. Please bring with you:

- Pens, pencils and a notebook
- your passport or ID card
- your payment (cash or credit card)
- a photograph (passport size) for your student card

We will give you your registration form and timetable.

**Morning classes-** Please arrive at the school at **8.45am**: Your class starts at 9.00.

**Afternoon classes-** Please arrive at the school at **13.00**:

Mondays and Wednesdays: classes run from 1.20pm-3.20pm  
Tuesdays and Thursdays: classes run from 1.20pm-3.05pm

**Summer Timetable-** Please note in the summer months (July and August) timetables may change. You will be informed of this at the time of booking.

After the morning class (or before your afternoon class if only studying in the afternoon), please come to the reception desk to finish the registration process – new student induction meeting. During the meeting we will:

- take a photocopy of your passport
- give you important information about the school and Glasgow
- inform you about school activities
- answer any questions you may have

The reception office is open from 8:30 and closes at 17.00 (Monday-Friday). If you have any questions you can come and see us at reception.

The Reception staff are:

- Ricky Kemp – School Manager
- Reka Toth – Student Admin and Welfare Assistant

Tony Watt is the Director of Studies and is based in the Teacher's Room.

## Arriving in the UK

Make sure you have your **student entry clearance BEFORE (correct visa)** you travel to the UK. Please see: <https://www.ukcisa.org.uk/Information--Advice>

If you are unsure about what you can bring into the UK you should check with your local British Embassy or High Commission, **before you begin your journey.**

You can also find information about UK Customs and Excise on their website: <https://www.gov.uk/duty-free-goods/banned-and-restricted-goods>

## Arriving in Glasgow

If you arrive at an airport, you pass through immigration control first. There are usually two main queues: one for UK/EU/EEA nationals and another for for nationals from all other countries. Make sure you join the correct queue.

After passing through immigration control, you will be able to collect your luggage.

- At most airports baggage is unloaded on to one of a number of carousels in the baggage collection area.
- Look for your flight number and the place where you departed from above one of the carousels and wait for each item of your baggage to appear.
- If any item does not come through, find a representative of the airline you travelled with and fill in a lost baggage form.

When you have collected your luggage you must pass through **customs control.**

You will have to join queues:

- the **green** channel if you have **nothing to declare**
- the **red** channel if you have **goods to declare**

Use the **blue** channel if you have arrived from an airport within the European Economic Area where you have already cleared your **entire** luggage through customs control.

If you need to find a place to pray, there is a prayer room on the right as soon as you come into the international arrivals lounge.

## Costs

Your initial expenses may include:

- transport
- a hotel (£100 or more per night)
- food
- deposit for accommodation
- warm clothing

For these expenses bring approximately **£400** in British currency with you, together with a credit card.

**Try to avoid carrying too much cash in case it is lost or stolen.**

Please note that the following is a rough guide to **costs per month** for a single student in self-catering accommodation in Glasgow.

Expenses	Cost GBP (£) per month
Accommodation - single room (in self-catered halls including bills other than laundry and telephone)	£1400.00
Laundry	£20-£30
Mobile - pay as you go	£15-£20
Food and personal expenses	£400-£500
Travel (buses, trains)	£75.00-£100
Books, supplies, stationery	£60-£80
Clothing	£100-£150
Miscellaneous	£150-£200 (entertainment)
<b>TOTAL</b>	<b>£2200-£2460 per month</b>

British currency is **pound (£)** sterling made up of **100 pence (p)**.

**Paper notes:** £100, £50, £20, £10, £5.

**Coins:** £2, £1, 50p, 20p 10p, 5p, 2p and 1p

There is no limit to the amount of money you can bring into the UK, but your own country may operate currency controls. If so you must start making arrangements for transferring money **before** your course is to begin.

If you are travelling to the UK from a country **outside** the European Union and are carrying more than **10,000 Euros** with you in cash, cheques or a banker's draft you will need to **declare** this to customs.

Forms to make the declaration will be available when you arrive. You will be given a copy of the completed form, which you should keep safely as evidence that you have made a declaration. A penalty of up to £5,000 can be imposed if you do not make this declaration or provide incorrect information.

## Weather

Glasgow has a fairly stable maritime climate with warm summers and mild winters.

Glasgow is cloudier and wetter but usually warmer than other parts of Scotland.

Periods of extreme heat or cold are unusual and usually of short duration. Rainfall may occur during all seasons and rapid weather changes may take place over a period of a few hours. You will need warm, waterproof clothes and shoes for the winter.

### Average temperature

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
°C	3.5	3.8	5.0	7.3	10.3	13.3	14.6	14.2	12.0	8.9	5.6	4.1	8.5
°F	38.3	38.8	41.0	45.1	50.5	55.9	58.3	57.6	53.6	48.0	42.1	39.4	47.3

### Average rainfall

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Year
mm	111.1	78.2	71.0	60.2	65.7	73.0	94.7	108.0	103.7	115.7	106.2	116.7	1104.8
inches	4.4	3.1	2.8	2.4	2.6	2.9	3.7	4.3	4.1	4.6	4.2	4.6	43.5

Source: [www.worldclimate.com](http://www.worldclimate.com)

## Medical Services

### **The National Health Service and Eligibility Criteria**

The National Health Service (NHS) is the UK's state healthcare system, providing a full range of medical and healthcare services. The NHS is paid for through taxation and most services are provided free of charge when needed.

To be eligible to access NHS healthcare, you must be a full-time student and studying in the UK for a period longer than six months.

Please note that as an international student, if eligible to use the NHS you must also pay an immigration health surcharge (IHS) which currently costs £470 per year. If your visa duration contains part of a year that is six months or less (for example if your total stay is 18 months and you have six months in the second year) you must pay £235 for that portion of your stay.

Once the IHS is paid, you will be entitled to the same level of healthcare as UK citizens and free of charge in most cases (most people need to pay for dental treatment and for spectacles).

If you are not studying full-time or for a period less than six months, you cannot use NHS services and you are strongly encouraged to take out private health insurance. This can usually be done as part of your travel insurance before you arrive in the UK.

### **Students from the European Union and Switzerland**

Please note that students coming to the UK from the European Union and Switzerland may be eligible for a full or partial refund of the immigration health surcharge (paid with your visa application) if you hold a valid European Health Insurance Card (EHIC).

### **Registering for Healthcare**

Even if you have already paid the immigration health surcharge, you will need to register with a local family doctor, known as a General Practitioner (GP), once you arrive in the UK. You will need a letter from the school showing you are a student. When you register, the GP practice will ask you to complete an application form as well.

Apart from accidents and emergencies, most other medical problems you have will require you to go to the GP first before being referred if necessary to hospitals or other specialist clinics.

You need to be registered with a doctor before you can access other NHS services. The GP you register with normally needs to be in the same local area where you are living.

If you need advice about where to register with a GP, please speak to the staff at reception.

Please note that GPs do not deal with dental problems or eye problems. For these you will

need to register with a dentist accepting NHS patients or go to see an optician.

### **Accidents or Emergency Treatment**

If you need emergency medical treatment, you can go directly to the nearest Accident and Emergency Department. The nearest location to the school is at Glasgow Royal Infirmary, 84 Castle Street, G4 0SF.

If unsure if you need to go to hospital, you can contact NHS 24 by calling 111 for medical advice.

### **Dental Treatment**

When making your first appointment with a dentist, you should first of all check that he/she will accept you as a patient under the National Health Service.

If not you may be treated as a private patient which will cost much more than the National Health Service charge.

**Please note that you must be registered with a doctor to be entitled to treatment from a dentist under the National Health Service.**

### **Eye Treatment**

If you want to have your eyesight tested, make an appointment for a test with any qualified optician. This is a free service. If they are required, spectacles will be supplied by the optician, but the cost will depend on the type of frame and lenses you choose.



## Transport

Glasgow has an excellent public transport system for getting around as well as good air and rail links to other parts of Scotland the rest of the United Kingdom.

You can also find out more about public transport in Glasgow by visiting [www.travelinescotland.com](http://www.travelinescotland.com) or call Traveline on 0871 200 2233.

**We recommend that you bring a passport sized photograph to the UK so that you can buy a travel pass quickly and easily.**

### Buses

Buses are usually cheaper than trains but you can get special prices on trains if you book in advance.

The main bus station is Buchanan Street Bus Station.

You can get bus information there, from Strathclyde Passenger Transport (SPT), and libraries.

Buses only stop at bus stops.

- **To stop a bus and get on it:** Put your hand out to stop the bus.
- You can pay by cash but please ensure that you have the exact amount. Contactless card payments are also accepted and are the most popular way of paying.
- Keep your ticket during the journey as sometimes Inspectors carry out checks.
- Children pay approximately half the adult fare.
- **To get off a bus:** When you are near your destination press the bell and move towards the door near the driver. Use the same door for ascending and descending.

If you have to travel on the bus often it may be cheaper to buy a weekly or monthly travel card. You can get these at any SPT travel centre, and many other shops and via the FirstBus phone app.

More information about transport, including trains and the local underground in Glasgow, can be found on the school website on the [Transport](#) page.

## Police

You will find local police stations in all areas of Glasgow. The police in Glasgow are part of Police Scotland, the police force responsible for policing throughout Scotland.

Their job is to prevent and investigate crime and to protect life and property.

The police are not a military organisation and are not part of the armed forces.

## Obeying the Law in Scotland

In general, you should not presume that the law in Scotland will be different to the law in your own country.

However, the laws in Scotland may be different from those in your home country. This section is only a general guide to some laws in Scotland that may affect you. You are responsible for obeying the law and it not the school's responsibility if you break the law.

### Weapons

It is illegal to carry any sort of offensive weapon including knives or other blades, self-defence sprays, guns, tasers or stun guns.

### Drugs

You must not carry or use illegal drugs of any kind. This includes Cannabis, ecstasy, LSD, amphetamines, cocaine and heroin. Possession of any of these substances is a criminal offence in Scotland.

### Tobacco, Smoking and Vaping

It is against the law to smoke in virtually all enclosed or "substantially enclosed" public places and workplaces in Scotland. This includes inside all bars and restaurants. You could be charged with an offence and fined if you do not comply with this law.

In general, this means that you must only smoke outdoors in the fresh air. Whether you can smoke inside your accommodation is a matter for the accommodation provider.

In Scotland, the minimum age for sale, purchase, and possession of tobacco products in a public place is 18. The same rules apply to vaping products containing nicotine.

Many establishments regard vaping as equivalent to smoking and will not permit vaping indoors.

### Drinking Alcohol

It is against the law in Scotland:

- To sell alcohol to someone under 18, anywhere.
- For an adult to buy or attempt to buy alcohol on behalf of someone under 18
- For someone under 18 to buy alcohol, attempt to buy alcohol or to be sold alcohol in any circumstances.

Additionally, in Glasgow and some other parts of Scotland, alcohol must not be consumed in the street or other public spaces like public parks. Breaking this law can mean a fine. This does not include private outdoor spaces like gardens or outdoor “beer gardens” at pubs and bars.

The consumption of alcohol is also banned at all times on all trains in Scotland.

### **Shoplifting**

You must always pay for anything you want from a shop. Shoplifting is considered a form of theft and is subject to prosecution.

### **Theft**

Theft is the taking and appropriating of property without the consent of its rightful owner or other lawful authority. This could result in your arrest.

It is also unlawful in Scotland to knowingly buy or receive stolen goods.

### **Violence**

Assaulting another person is a crime in Scotland. Any deliberate physical attack on another person which is intended to injure them or put them in a state of fear is an assault and you could be arrested and prosecuted for this.

### **Disorder**

Acting in a threatening or abusive manner towards another person is a criminal offence if that person would likely cause a reasonable person to suffer fear or alarm.

### **Gambling**

It is illegal to gamble in Scotland if you are under 18. This includes using online gambling sites.

### **Littering**

Dropping rubbish in the street can result in a fine. Make sure you use a litter bin and if no bins are available, take your litter home with you and dispose of it in a bin there.

### **Driving**

To drive in the UK, you must have a valid driving licence for the type of vehicle you are driving

and you must have valid car insurance.

You must not drive if you are under the influence of alcohol or drugs.

You must wear a seat belt if travelling in a car, whether the driver or a passenger.

You must obey all the laws and rules of the road, including obeying speed limits. For more information about driving in the UK, please refer to the Highway Code, [available online](#).

## Sexual Relations

In Scotland the age of consent to any form of sexual activity is 16 for both men and women, so that any sexual activity between an adult and someone under 16 is a criminal offence.

## Emergency

- In an emergency you will need the **police, ambulance or fire department**.
- **Call 999** and tell the operator who you need.
- You will need to give your address.

If you have problems that are **not emergencies** but you need **immediate help** you can call the school's emergency number: **0776 388 7151**.

## Banks

Normally Open 09:00- 17:00.

Glasgow School of English recommends that all students go to **HSBC** bank for a **Passport Account**. See: [www.hsbc.co.uk/1/2/personal/current-accounts/passport](http://www.hsbc.co.uk/1/2/personal/current-accounts/passport)

**If you would like to open an account with another bank, you will need to provide the bank with proof of your address.**

## Other Useful Information

### Electricity

In the UK standard voltage is 240V AC, 50Hz. You will need an adaptor if you are bringing electrical items from your own country.

If you rent or buy a home in the UK, there are different energy companies who will sell you gas and electricity. You can choose which company you like. For information about each company visit [www.uswitch.com/Energy](http://www.uswitch.com/Energy)

In some homes you pay for energy before you use it with a card. In other homes you pay after by cash or Direct Debit.

## Post Offices

Open **Monday to Friday** 9am-5.30pm and **Saturday** 9am-12.30pm (the main post office in St Vincent Place is open till 5.30pm on Saturdays). Post Offices are closed on Sundays.

You can buy stamps and phone cards here.

## Mobile phones

There are several companies that provide **mobile phones such as** 3, EE, O2, Vodafone, and Tesco. There are a choice of packages and prices.

- It is best to look and compare.
- In some packages you will be contracted to the same company for a set time.
- Other packages you will buy your phone and will 'top up' your credit.

## Time

- The UK uses Greenwich Mean Time.
- AM means morning and PM means afternoon.
- From late March British Summer time starts and clocks are put forward 1 hour from Greenwich Mean Time.
- Most public transport timetables use the 24-hour clock.

## Weights and measures

The **metric** system is used but non-metric system is also common.

Distances are shown in miles. Food, drink and petrol are sold in metric measures.