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1. INTRODUCTION

1.1 Welcome address from Professor Phillip Wright, Pro-Vice-Chancellor of the Faculty of Science, Agriculture & Engineering

Dear students,

We are very much looking forward to welcoming you to Newcastle for the Overseas Immersion Programme (OIP) in July 2017.

Our students in Singapore are very important to us and we hope that you take very opportunity to immerse yourself in the culture and experience of studying in Newcastle. For some of you, this will be your first time outside of Singapore so is a great chance for you to experience a different city, culture and lifestyle. There are around 370 students expected to attend and you will be will be arriving via various routes with some even take the opportunity to travel in Europe before or after the OIP.

A great deal of work has gone into the preparation for the visit by colleagues in order to ensure that your experience is the same as the Newcastle students. I hope that you make the most of this opportunity and enjoy the programme and activities provided.

We look forward to seeing you soon.

Yours sincerely

Professor Phillip Wright
Pro-Vice-Chancellor for the Faculty of Science, Agriculture and Engineering

1.2 Welcome to Newcastle!

The Overseas Immersion Programme (OIP) is designed to:

- Give you a sense of affinity with Newcastle University, the city of Newcastle and the surrounding region
- Provide an opportunity for you to experience UK culture
- Give you the opportunity to experience teaching and research facilities that you will not have access to in Singapore
- Contribute to the development of your personal skills such as independence, adaptability and team working

We hope you will make the most of the opportunity and that your stay here will be both happy and productive. This handbook is a brief introduction to living in the North East of England.

1.3 Newcastle University History

The University can trace its origins to a School of Medicine and Surgery, established in Newcastle in 1834, and to Armstrong College, which was founded in the city in 1871 for the teaching of physical sciences.

These two colleges formed one division of the federal University of Durham, the Durham Colleges forming the other division. The Newcastle Colleges merged to form King’s College in 1937 and, in 1963, when the federal University was dissolved, King’s College became the University of Newcastle upon Tyne.

Sustained expansion since 1945 has resulted in the development of a modern University campus, around the original Armstrong College buildings, on a 45-acre site close to the centre of Newcastle.

Newcastle University currently has a core student population of around 24,000, with around 5,700 staff and an annual income of £438.55m in 2014/15.
2. STUDYING IN NEWCASTLE

For the most up-to-date information about Newcastle University visit the University website: www.ncl.ac.uk

2.1 The Structure of Newcastle University

The Chancellor of the University is Sir Liam Donaldson and the Vice Chancellor is Professor Chris Day. Other senior officers, include the Deputy Vice-Chancellor and Pro-Vice-Chancellors, have responsibility for areas such as Learning and Teaching, Research and Innovation, Engagement and Internationalisation and the three specific Faculties that make up the University:

- Faculty of Medical Sciences (FMS)
- Faculty of Science, Agriculture and Engineering (SAgE)
- Faculty of Humanities and Social Sciences (HaSS)

Degree programmes offered in Singapore are delivered solely by the Faculty of Science, Agriculture and Engineering.

2.2 Smart Cards

All students registered on the overseas immersion programme should already have a University Smart Card and a IT Service login name and password. We advise you to carry your Smart Card with you at all times on the University campus. It allows you access to the University libraries. The computing login name and password will give you access to the University computer network from any of the University computer clusters.

If you have forgotten to bring your Smart Card with you, you can get a replacement from the Robinson Library (cost of a replacement card is £10.00) www.ncl.ac.uk/itservice/smartcards/newreplacementcards/

2.3 Libraries

The University Library comprises three libraries – the main Philip Robinson Library, the Walton (medical) Library and the Law Library; you can use all three libraries. Your University Smart Card functions as your library card.

The Philip Robinson Library provides excellent individual and group study facilities, as well as a café, access to 425 PCs, Wi-Fi throughout the building and a Skype space for contacting home. It has over a million print books, 500,000 eBooks and many journals, as well as extensive collections of early or rare books. You can ask for help at any desk in the Library. The SAgE Library team (lib-sage@ncl.ac.uk) will be making sure you know how to make best use of the library and its resources as part of the immersion programme, and they also can be contacted by email or by calling into the liaison space on L4 in the Library. You will find library information especially for you at http://libguides.ncl.ac.uk/nuis including information relating to OIP library workshops. During the OIP the Library is open from 08.30am – 22:00pm Monday – Thursday; 08:30 am to 17:00pm Friday and 10:00 am – 17:00 pm Saturday and Sunday.

You can get lots of extra information from the library via our Facebook, Twitter and other social media channels http://www.ncl.ac.uk/library/about/social-media.

Newcastle City Central Library near Saville Row also has a good collection of novels, videos, tapes and books about local subjects as well as a full reference section http://www.newcastle.gov.uk/leisure-libraries-and-tourism/libraries/branch-libraries-and-opening-hours/city-library

2.4 Computing Facilities

Newcastle University IT Service (NUIT) provides most of the University’s computer services. It’s services are described on the website http://www.ncl.ac.uk/itservice/ An IT Service Desk is available in the Old Library Building IT cluster, Monday – Friday 09:00-17:00.

2.5 Photocopying

There are photocopiers available to you in the Philip Robinson Library and the Student Union. In order to operate these you will need to purchase credits that are then recorded on your Smart Card.

2.6 Newcastle University’s Student Union

The Student Union is an organisation run by students for students, providing extracurricular activities to meet new people and add to your CV, as well as academic and accommodation representation. Anyone who is registered on a programme at Newcastle University is automatically a member. The Student Union provides the social focus on campus with events, day trips and all sorts of exciting opportunities to get involved in to provide a fully rounded student experience.

Situated in the centre of campus, the Student Union building has been owned by students since 1925. Facilities include:
• 24-hour computer clusters and social learning areas
• brand new Student Advice Centre
• a dedicated sports, societies and volunteering area
• revamped bar serving food and drinks
• huge gig and event space
• Subway sandwich shop, banking services and ATMs
• café with facilities to work and relax
• shop selling student essentials
• IT repair centre
• print design service
• SCAN – volunteering charity

The Student Union is democratically run by six sabbatical officers and every student has one vote to decide who these are. Student Union Council is where all the decisions are made – there are around 66 students who are able to vote on these decisions.

Further information on the Student Union can be found at: http://www.nusu.co.uk

2.7 Health and Safety
You should make yourself familiar with the location of the fire exits, fire doors and fire extinguishers in all the buildings in which you are to be based. Up-to-date information on safety matters can be found on the University’s website at: http://www.ncl.ac.uk/ohss/. (Note: there may also be School-specific health and safety requirements, and further information will be given during School-based sessions.)

2.7.1 Fire
In case of fire at the University, the following steps should be followed:

A. Everyone should familiarise themselves in advance with the Emergency Exits and the mode of operation of the nearest fire extinguisher (ask your teacher if you are not sure).
B. IN THE EVENT OF A FIRE, SOUND THE ALARM!
C. Try to put the fire out, but don't expose yourself to risk and don't use water on electrical fires.
D. If unsuccessful, leave; remember to sound the alarm.
E. On hearing the alarm leave the building quickly, but calmly, using the nearest fire exit.
F. Close the door behind you.
G. Do not use the lifts.
H. Assemble well away from the building (fire wardens will direct you)

2.7.2 Emergency Numbers within the University
For any emergency requiring assistance from within the University, telephone 0191 208 6666 or 6666 from a University telephone. This is an internal university number that will take you through to the Switchboard, where they will help locate the appropriate person or people to help (this includes dialling 999 for the Police, Ambulance or Fire Services on your behalf).

As all University buildings can be accessed by members of the public, all our premises are vulnerable to casual theft. NEVER LEAVE VALUABLES UNATTENDED. If you see someone acting strangely please let your teacher know or telephone the University Police on 0191 208 6817.

2.7.3 First Aid
The University requires that there are trained people close to hand who are qualified to help you if you need First Aid. If, however, someone is badly injured, ring for an ambulance immediately – 6666 or 9-999 from an internal phone.

2.7.4 Accidents
If you have an accident on University premises please inform your School Office and complete an accident report form as soon as possible after the event: http://www.ncl.ac.uk/ohss/safety/reporting/

2.8 Teaching Rooms
All University premises are no-smoking areas. Food and drink should never be taken into any of the teaching areas.

2.9 Mobile Phones
Please ensure that your mobile phone is always switched off when you are in lectures, seminars, library areas, or any other quiet study area.
3. STAYING IN NEWCASTLE

3.1 Accommodation
You will be housed in self-catered flats at the Windsor Terrace or Marris House site, which is a short walk from the main campus. Flats are shared by six students and have a central communal lounge/kitchen and shower/toilet. Internet connection is available in all bedrooms and there is on-site laundry.

Weekly rent is £121.31 and the contract period will begin on Monday 3 July, with participants expected to depart by 10am on Friday 28 July. The reception for your accommodation will be open on Monday 3 July between 8am and 6pm. If you expect to arrive after 6pm and prior to 8am the following day, Estate Security Service will cover reception and they will issue your keys. You will need to show a copy of your Accommodation Offer/Contract upon arrival. Bedding and towels will be provided at an additional cost of £25.00 and both will be laundered on a weekly basis; cleaning of both the communal areas and your study-bedroom will be undertaken every week by Accommodation and Hospitality staff.

You will be sent information on your accommodation prior to your arrival in Newcastle, including total accommodation charges and information on how you can pay. (You will be required to pay on-line prior to arrival – the offer/contract will provide further details.)

You should note that the rent includes additional costs to cover the cleaning/laundering of your bedroom and bedding/towels. This is not included as standard in University accommodation, so the weekly rate differs from any promotional literature you may see for UK-based students who do not receive this level of service.

Please ensure to keep your valuables locked when you are out of your room as staff can go into your room anytime to provide a cleaning service.

Note: Accommodation is for OIP students only and you are not allowed to bring additional overnight guests.

Virtual tours are available at: www.ncl.ac.uk/tour/accommodation/undergraduate/windsor-terrace/

3.2 UK Currency
To help you become familiar with our currency before you arrive, here is a guide to the coins and notes we use in the United Kingdom.

One hundred pence (100p) makes one pound (£1). The notes we use are £5, £10, £20, and £50. Make sure you are familiar with the different colours and values of notes, otherwise you could be spending more money than you intend to!

Please note: most shops do not accept £50 notes so please get any £50 notes exchanged at the bank for £10 or £20 notes when you arrive.

To convert your currency into UK currency, the website www.xe.com is very useful.

3.3 Shopping
3.3.1 Shop Opening Times
Shops are usually open from 9:00am until 5.30pm from Monday to Saturday and some larger shops may stay open later. Some local food shops and supermarkets are open until 10pm, but close earlier on Sunday. Large shopping centres such as the Metrocentre http://www.intumetrocentre.co.uk/, and Eldon Square http://intu.co.uk/eldonsquare are also open on Sunday from 11:00am to 5:00pm.

3.3.2 Buying Food at the University
http://www.ncl.ac.uk/catering/
There is a snack bar on the ground floor of the Phillip Robinson Library and hot and cold meals are available in the Student Union, the Bistro Café at the King’s Road Centre, the INTO building and the Courtyard Restaurant at lunch time. The Student Union is open daily in term-time but may be closed for certain periods during vacations. However, there are many places close by in the City Centre where you can buy meals inexpensively.

3.3.3 Buying Specific Food
• Western
If you want to cook for yourself you can buy food at the Tesco Extra Supermarket on Percy Street, the large Tesco on Clayton Street, or the Sainsbury’s Supermarket on Gallowgate, off Percy Street. The other alternative is to get the Metro to Gateshead and visit the large Tesco Supermarket there. The cheapest place to buy most types of food is the Grainger Market in the city centre, which is open 9:00am to 5:00pm every day apart from Sunday http://www.graingermarket.org.uk/

• Halal, South and South-West Asian
There are a number of shops on the West Road, Stanhope Street and Brighton Grove; the best-known is the Brighton Oriental Food Supermarket in Fenham, just out of the city centre (Haji Mustapha’s) or the
Newcastle Halal Foodstore (West Road). Halal produce can also be found at the Punjab Food Store on Heaton Road.

- **Chinese**
  There is a good supermarket called Tsang’s Supermarket in Percy Street near the University selling a good range of Asian foodstuffs as well as good value cooking utensils. Stowell Street, locally known as ‘Chinatown’ offers a group of shops, supermarkets and restaurants.

- **Japanese**
  Setsu, 196a Heaton Road, Heaton, is a Japanese supermarket selling some Korean and Japanese food and drinks and they offer a takeaway service at weekends. There is also a Japanese restaurant Hanahana’s at the end of Stowell Street and Sagawa on Cross Street.

- **Vegetarian**
  Vegetarian food items are clearly marked with a “V suitable for vegetarians” label, often printed in green, on the packaging. This label can be found on everything from confectionary to staple food supplies.

### 3.3.4 Book Shops
The official University book shop, and the nearest to the campus, is Blackwells. Waterstones is another reputable bookstore, and has a branch in the centre of Newcastle, near the Monument.

### 3.3.5 Pharmacists
The main pharmacist in the city centre is Boots, which is located in Eldon Square. As well as selling medication, the pharmacist is allowed to give advice on a number of minor medical ailments and to prescribe remedies. There is a smaller branch of Boots on Northumberland Street, opposite the Haymarket Metro Station.

### 3.3.6 The Post Office and telephones
The nearest post office to the University is located in a shop at the top of Northumberland Street (near the Haymarket Metro), which is open 9:00am to 5:00pm, Monday to Friday and closes at noon on Saturdays. There is also a Post Office on the first floor of WH Smith further down Northumberland Street.

A local phone call costs 60p or more. All phone calls are cheaper after 6:00pm and at the weekend. Nearly all calls can be dialled and it is expensive to use the operator. Most pay phones now use cards rather than coins. Phone cards can be bought at post offices, newsagents and Tsang’s Supermarket on Percy Street near the University.

### 3.3.7 Banks
The six major banks in the UK are Barclays, HSBC, Lloyds Bank, TSB, Santander and NatWest. All have branches near to the University campus, and there is a branch of Santander in the Student Union Building.

### 3.4 Religion
The officially established Christian church in Britain is the Church of England. The University Chaplaincy welcomes people of all faiths and works closely together with representatives of other world faiths. There are chaplains of many different Christian denominations, as well as Jewish Chaplains and a University Mosque on campus, and the Chaplaincy can provide details and contacts with all the world faiths who meet in the city. If you have any questions about the Chaplaincy or require any other information please visit the website, [www.ncl.ac.uk/students/chaplaincy/about](http://www.ncl.ac.uk/students/chaplaincy/about)

The Chaplaincy is located behind the Philip Robinson Library, and the Mosque in King George VI Building, on King's Walk, opposite the Agriculture Building. There is a Hindu temple on the West Road (bus 10 from the Central Station, or 39/40 from Gallowgate), a synagogue on Graham Park Road, Gosforth, and a Sikh temple in Tindal Close.

### 3.5 Transport
Nexus provides information on all forms of local transport in the North East. Visit their website at [www.nexus.org.uk](http://www.nexus.org.uk). You can also get bus timetables from the Travel Centre in the Haymarket Metro Station, and a wide range of timetables from the Central Library.

#### 3.5.1 Meet and Greet Arrival Service at the Airport
Please note that there will be a meet and greet arrival service at the airport on Monday 03 July 2017 between 8am and 6pm only.

There will be a Newcastle University Team to greet you including staff and students. You will find us opposite the International Arrivals exit with a Singapore flag.

**We will be meeting the following flights only** and will be providing free travel for Newcastle University students from the airport to your University accommodation. **We will not be meeting students at the airport outside of the times below.**
We are unable to meet students making their way to Newcastle by alternative methods such as train, ferry and bus.

Please note we are unable to meet delayed flights and if this occurs we advise that you book a taxi.

List of flights which will be met: Monday 03 July 2017

<table>
<thead>
<tr>
<th>Service</th>
<th>Arriving From</th>
<th>Est. UK Arrival Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>BA1324</td>
<td>London Heathrow</td>
<td>08:20 am</td>
</tr>
<tr>
<td>KL953</td>
<td>Amsterdam</td>
<td>08:45 am</td>
</tr>
<tr>
<td>KL957</td>
<td>Amsterdam</td>
<td>10:10 am</td>
</tr>
<tr>
<td>BA1326</td>
<td>London Heathrow</td>
<td>10:40 am</td>
</tr>
<tr>
<td>AF1058</td>
<td>Paris</td>
<td>10:45 am</td>
</tr>
<tr>
<td>EK035</td>
<td>Dubai</td>
<td>12:05 am</td>
</tr>
<tr>
<td>KL959</td>
<td>Amsterdam</td>
<td>12:45 pm</td>
</tr>
<tr>
<td>BA1332</td>
<td>London Heathrow</td>
<td>14:35 pm</td>
</tr>
<tr>
<td>BA1334</td>
<td>London Heathrow</td>
<td>15:50 pm</td>
</tr>
<tr>
<td>AF1158</td>
<td>Paris</td>
<td>15:55 pm</td>
</tr>
<tr>
<td>KL963</td>
<td>Amsterdam</td>
<td>16:40 pm</td>
</tr>
</tbody>
</table>

Students are not advised to travel through Dublin, Belfast or any other Irish Airport as you will not have the correct immigration permission to register at Newcastle University in the United Kingdom. This is because visitors from Dublin will arrive via the domestic area in Newcastle Airport and will not get their passport stamped.

If you do arrive via this route then:
After collecting your baggage, students are to approach the Ambassadors at the NU stand to inform them. If arriving outside of the flight times above, please look for the airport duty manager or immigration officer to get your passport stamped. **Failure to do this may result in problems departing from Newcastle.**

For more information about this please see: [http://www.ncl.ac.uk/pre-arrival/international/roi.htm](http://www.ncl.ac.uk/pre-arrival/international/roi.htm) or contact: [http://www.ncl.ac.uk/pre-arrival/international/contacts.htm](http://www.ncl.ac.uk/pre-arrival/international/contacts.htm)

An interactive terminal map can be found at: [http://www.newcastleairport.com/terminal-map](http://www.newcastleairport.com/terminal-map)

If you arrive outside the above flight times then please make your way to the airport taxis stand shown on the picture below. You will be able to get a taxi from this stand to your accommodation safely.

**Terminal Map**
Please note that the cost of this taxi will not be covered by the university and is expected to be around £22 / $44 Singapore Dollars so we would encourage students to book onto the suggested flights.

If you would like to book a cheaper taxi then please try: Blueline at 0191 262 6666 although you will need to do this from a UK payphone.

### Terminal Map

3.5.2 Buses within Newcastle

Most areas are well served. Information is available from the Travel Centre at the Haymarket Metro Station. Bus timetables can be found here: [http://www.nexus.org.uk/bus/timetables](http://www.nexus.org.uk/bus/timetables)

3.5.3 Metro

Areas north, south and east of the city are well served by the Metro light railway. It is possible to buy a Metro pass lasting four weeks which gives you unlimited travel in the zones you have selected. [http://www.nexus.org.uk/metro](http://www.nexus.org.uk/metro)

3.5.4 Coaches

Most coaches leave from the Coach Station, St James’s Boulevard. They are usually slower but cheaper than trains. (National Express Enquiries: 0871 781 8181)

Or you can travel very cheaply within the UK via the Megabus [http://uk.megabus.com/](http://uk.megabus.com/) The Megabus usually picks customers up from outside the Newcastle Library on John Dobson Street although you will need to pre-book and make sure you check carefully to make sure you have the right collection point.

3.5.5 Trains

National Rail provides the best way to get out of the city to the west, and to get to Durham and Sunderland. Long distance fares are high, but lower if:

- You book an **Advance** trip at least a week in advance. You can also book two weeks in advance and reduce the fare even further. This is the cheapest option, but you cannot change your train reservation.
- You buy a **Supersaver** return ticket (available on most trains on most days, but not, for example, on Fridays or on early trains to London).
- You have a **16-25 Railcard**; this costs £30 and gives you a one-third reduction on all tickets, including Supersavers. (For families travelling together a **Family Railcard** is a better deal)
- Rail Enquiries: 08457 484950 or book on-line at [www.thetrainline.com](http://www.thetrainline.com).

3.5.6 Air Travel

Newcastle has a rapidly expanding international airport with frequent flights both within and outside the UK. There are a number of budget airlines that fly from Newcastle, e.g. EasyJet, Jet2, Flybe, and extremely cheap flights can make it convenient for weekends or holidays to visit friends or simply travel during your stay here.

Up-to-date information about destinations and airlines is available on the Newcastle Airport website ([www.newcastleairport.com](http://www.newcastleairport.com)). Links are given to the airline websites where you can normally book and pay online. Flights are often cheaper when booked well in advance and if you travel on weekdays or at unusual times.

3.5.7 Travelling via Hire Car

We do not recommend travelling via hire car. If you do decide to travel via hire car then please be aware that you will need to pay for car insurance for all those who are driving as well as any parking fees. Remember to watch for speed cameras as you will be responsible for any fines you incur.

When hiring the car, you will need to provide a contact address for yourself in Singapore and not the Newcastle
3.6 Advice for Emergencies

3.6.1 All Emergencies
In case of fire, a crime taking place, a serious accident or sudden illness requiring urgent medical attention, check the address of the place where you are (if you are using a public telephone it is written on the phone) and telephone the number “999”. You do not need any money. The operator will reply ‘Which service?’ to which you say Fire, Police, or Ambulance. The operator will connect you to the service, who will ask for the address; you should give it like this model:

27 Stanhope Street (S-T-A-N-H-O-P-E, or even S for sierra, T for tango, A for alpha, etc.)

If you discover that something valuable has been stolen, lost or damaged, or need to inform the police of something else, telephone 101. The police operator will ask you which area you are in and you reply "City Centre", "Fenham", etc. You will then be connected to the nearest police station.

In cases of accident it is also possible to take someone to the Emergency Department of a hospital. The nearest is the Royal Victoria Infirmary (RVI) on Queen Victoria Road. For minor medical injuries and ailments there is a Walk In Medical Centre on Westgate Road (telephone (0191) 282 3000). The Centre is open every day from 8 am to 8 pm and no appointment is needed. Please be aware that there can be a lengthy waiting time of several hours.

There is also a confidential, emergency health phone line open 24 hours a day, every day for advice and health information: NHS Direct telephone 111.

Depending on your travel insurance cover, you may make a claim for the missing valuables with the original copy of the policy report and medical expenses with the original copy of the invoice / receipt.

In the case of an emergency, please contact your local hospital. Here are the contact details for local accident and emergency (A & E) departments:

- **RVI Accident and Emergency**
  Richardson Road, Newcastle, NE1 4LP
  Telephone: 0191 233 6161
  Open 24 hours. Emergency contraception available only when no other clinics available eg bank holidays and weekends.

- **NHS Direct 24 hour helpline** - 111. Telephone this number for medical advice over the telephone.

3.6.2 Dental emergencies
Newcastle Dental Hospital. - an emergency clinic operates Monday to Friday (apart from bank holidays) from 8.30am each morning. You are strongly advised to attend as early as possible as only a limited number of patients can be seen on a first come first seen basis.

3.6.3 Mental health emergencies

- For mental health emergencies see Counselling and mental health Support
- The Samaritans - local number: 0191 232 7272. National number: 0845 90 90 90.
- MIND (National Association for Mental Health) has an information line on 0300 123 3393 from Monday to Friday 9am-5pm.
- CALM (Campaign Against Living Miserably) - targeted at young men aged between 15-35. A free and confidential phone line available Saturday to Tuesday 5pm-midnight. Call 0800 58 58 58.

3.6.4 Insurance
We advise you most strongly to take out a comprehensive insurance policy for the duration of your stay.

3.6.5 Crime and Personal Security
Please remember that Newcastle is a large industrial city with its fair share of social problems. Night life is usually friendly and lively, if noisy. Crime here is no worse than in most other similar European cities, but please note the following:

- Do not carry large amounts of cash with you and try not to show your wallet/purse too much in public places.
- Always go in groups at night, never alone. Think about helping other people home.
• The Metro stops at about 11.30 pm. If you are out later than that, take a licensed taxi home (sharing is not too expensive).

3.6.6 Emergency Taxi Service
The Student Union has arranged an emergency service with a local taxi company (Budget Taxis) for students who need to get home safely but don’t have sufficient money to pay their taxi fare. If you have your Student Smart Card with you, phone the taxi company on (0191) 298 5050 and quote NEW02. Give the driver your Smart Card (the driver will keep this). If you do not have your Smart Card with you, phone (0191) 208 6817 and quote your student number. In either case your library account will be frozen until you receive an email from the Student Union asking you to pay your taxi fare and, if relevant, collect your Smart Card. (Please note that UK taxis are more expensive than taxis in Singapore.)

3.7 Places of Interest in the North East
This section lists some places of interest close to Newcastle that are reasonably easy to reach by public transport. The tourist information site www.visitnewcastlegateshead.com provides further information.

• There are many parks in Newcastle, such as Jesmond Dene and Gosforth Park. Both can be reached by bus from Blackett Street. Leazes Park, Brandling Park or Exhibition Park are nearer to the University.

• The Metrocentre in Dunston (bus from Blackett Street or train from the Central Station) has many large shops, a multiplex cinema, restaurants, and bowling.

• The Quayside has bars, cafés and a photographic gallery (9, The Side). Also look out for the famous Tyne Bridge and the Blinking Eye' Millennium footbridge which crosses the river to Gateshead where you will find the Baltic Arts Centre and Sage Music Centre.

• Part of the 'new castle', built in 1082 from which Newcastle is named is the Keep in St Nicholas Street near the Central Station.

• Tynemouth, Whitley Bay and South Shields are all on the Metro line and are pleasant seaside towns with beaches. Tynemouth also has a castle and ruined abbey. On Saturdays and Sundays there is a small market in Tynemouth’s Metro Station. From South Shields there is a nice walk along the coast to Marsden where there are impressive limestone caves and islands. There is also a bar (The Grotto) built into the cliff face where you can have a drink on the beach.

• About 40 miles north of Newcastle, but easily accessible by bus and train, Alnmouth is an attractive quiet seaside town. Amble and Seahouses are livelier seaside places close to the impressive castle and river walks at Warkworth. Alnwick is also worthy of a visit. This small market town offers shops, gardens and a castle.

• West of Newcastle there are many attractive villages. For a quiet day out take the train from the Central Station to Corbridge (Roman museum, river walks, old church), or Hexham (historic market town, abbey and river walks). Hadrian’s Wall: at Housesteads, about 40 miles west of Newcastle, is a key fort on the Wall which was once the north-western border of the Roman Empire (about AD 160).

• Durham is a Historic cathedral city 15 miles south of Newcastle.

• Holy Island offers beautiful scenery, a castle and the remains of Britain’s earliest Christian communities. It is on the coast approximately 50 miles north of Newcastle.

• The Lake District is a picturesque region in the North West of England. It offers beautiful lakes surrounded by small mountains, and was once home of the famous English poet, William Wordsworth.

• One of the oldest cities in England is York, approximately 90 miles south of Newcastle, with many historic buildings, museums (especially the Railway Museum), unusual shops, street theatre, and one of England’s finest cathedrals.

• Cragside, near Rothbury, is about 40 miles north of Newcastle. It offers the estate of one of Newcastle’s great industrialists of the 19th century, with huge gardens, a mansion and an early hydro-electric scheme.

• The atmospheric capital of Scotland, Edinburgh, is approximately 120 miles north of Newcastle. A castle, a royal palace, excellent shops and art galleries make it “The Athens of the North”.

• Whitby and Robin Hood’s Bay are attractive Yorkshire seaside spots.

• Barnard Castle is a delightful country town some 40 miles south of Newcastle with interesting antique shops and Bowes Museum, which is housed in a mock French chateau.
3.8 Maps
Campus and city maps can be found at the University’s website www.ncl.ac.uk/about/visit. However, you may wish to buy a detailed map. The most useful one for you will be the A to Z Street Atlas of Newcastle, Sunderland, and Durham (from most newsagents or book shops). The country around Newcastle is covered by the Ordnance Survey map of the Tyneside, Durham and Sunderland area (sheet 88 of a series that covers all Britain, from most book shops).

3.9 Entertainment
The NewcastleGatehead website - www.newcastlegateshead.com/, has information about many events and things to do in Newcastle. There is also a local magazine, which you can pick up from various shops and entertainment venues across the city, called The Crack which lists events, music gigs and cultural activities. You will have received a mini-guide on arrival. Other suggestions of what to see and do in Newcastle include:

3.9.1 Music
Concerts of classical and popular music are held regularly in the City Hall, the Metro Arena, the O2 Academy and the Sage Music Centre. For jazz, try the Jazz Café in Pink Lane.

3.9.2 Theatre
There are several theatres in Newcastle: the Northern Stage (opposite the Student Union), the Theatre Royal on Grey Street, which is visited by many major national drama and dance companies, the Tyne Theatre and Opera House on Westgate Road, the Live Theatre on the Quayside, which shows more modern and experimental drama, and the People’s Theatre on Stephenson Road in Heaton.

3.9.3 Cinema
The major cinemas in the City Centre are The Gate, with twelve screens and mainstream commercial films, and the Tyneside Cinema, with two screens and some more unusual films.

3.9.4 Pubs and Nightclubs
British people like going out to the pub in the evening usually in a group. You don’t have to drink alcohol and it needn’t be expensive. The Students’ Union produces an alternative student prospectus which details recommended nightlife venues http://www.ncl.ac.uk/undergraduate/life/union/.

3.9.5 Museums
There is a museum on the University Campus:
The Great North Museum, http://www.twmuseums.org.uk/greatnorthmuseum/, which has recently been refurbished.

Within the North East there are also the Science and Technology Museum, Newcastle Discovery Museum http://www.twmuseums.org.uk/discovery.html, Blandford Street, Newcastle; Jarrow Hall https://www.jarrowhall.org.uk/, home of the Saint known as the Venerable Bede, who lived around 700 AD and the Centre for Life http://www.life.org.uk/, Times Square, Newcastle which takes a contemporary look at science. Beamish Museum http://www.beamish.org.uk/ is an award-winning working museum of life in North East England at the beginning of the last century.

3.9.6 Art Galleries
The Laing, in Higham Place, Newcastle has a permanent collection of nineteenth-century and modern British art, and good touring exhibitions http://www.twmuseums.org.uk/laing-art-gallery.html. In Gateshead you will find the Baltic Centre for Contemporary Art which is housed in a former flour mill https://www.balticmill.com/.

The University’s Hatton Gallery http://www.twmuseums.org.uk/hatton-gallery/ and the Northumbria University Gallery often have interesting exhibitions of current art; the Hatton also has an excellent collection of African art and some Italian masters.

3.9.7 Television and Radio
There are five terrestrial TV channels. BBC1, ITV and Five have general popular programmes, whilst BBC 2 and Channel 4 often aim at more specialised audiences.

The BBC operates 10 national radio channels and the local Radio Newcastle. You can also pick up the local independent stations Metro Radio, Galaxy and Century and the national independent music station Classic FM.

By law each individual owning or renting a TV must have a licence. Detector vans regularly check houses to which no television licence has been issued. If you are found using a TV not covered by a valid TV licence you may receive a hefty fine. Visit www.tv-l.co.uk for further details (this is a multilingual site), or pick up the leaflet “TV Licence Requirements for Students” from the Student Advice Centre. (Note: you do not need a licence to watch the television in the communal area in your flat, but you will need a licence if you wish to watch live television on your laptop.)
3.9.8 Newspapers
Newspapers in the UK are not controlled by the government. They are privately owned and may express the views of the editors or owners. The large-format newspapers are called the “serious press” or “broadsheets” and cost under £1 each (although newspapers on a Sunday are much fuller, with supplements and magazines and tend to cost more). Some of these are now also available in a smaller ‘Berliner’ version. The “tabloids” contain less serious news.

3.9.9 Sport including University Sport Centre Access
Please remember to bring a sports kit with you for any sports activities in your OIP timetable.

The University Sport Centre which is based near the Richardson Road halls of residence, is home to a Health and Fitness Suite, Multipurpose Activity Areas and a Sports Hall. Students participating in the immersion programme are eligible to take up one of the Sport Centre’s 30 day summer membership options. You will need to take your student Smart Card with you when visiting the Sport Centre.

For more details please go to: http://www.ncl.ac.uk/nclsport/

3.9.10 Spectator Sport
Check the Newcastle Gateshead Link: http://www.newcastlegateshead.com/ for up to date specific sporting events.

4. STUDENT SUPPORT AND GUIDANCE

4.1 Student Information Point
During the OIP your first point of contact is your Lead Ambassador.

School of Agriculture, Food and Rural Development (Food and Human Nutrition) Shaun Lowes – s.lowes1@ncl.ac.uk
School of Chemical Engineering and Advanced Materials Sophie Murta – s.murta1@ncl.ac.uk
School of Electrical and Electronic Engineering Yogananthan Mani – y.mani1@ncl.ac.uk
School of Marine Science and Technology Jun Wei Fan – j.fan@ncl.ac.uk
School of Mechanical and Systems Engineering Jessica Cookson – j.cookson1@ncl.ac.uk

If you require any advice or have any feedback about Student Ambassadors please contact Laura Johnstone at: oip@ncl.ac.uk.

4.2 School Support and Faculty Contacts
If you are having difficulty with any aspect of your programme (academic or social), or if you have a financial problem, please contact the relevant School Office.

These can be found at:

School of Agriculture, Food and Rural Development (Food and Human Nutrition): Agriculture Building
Deputy School Manager, Mrs Sarah Levison sarah.levison@ncl.ac.uk
Telephone: +44 (0) 191 208 5496

School of Chemical Engineering and Advanced Materials: Merz Court
School Manager, Mrs Lynn O’Connor lynn.o’connor@ncl.ac.uk
Teaching Co-ordinator, Mrs Helen Mills helen.mills@ncl.ac.uk
Telephone: +44 (0) 191 208 5818

School of Electrical and Electronic Engineering: Merz Court
Deputy School Manager, Mrs Laura O’Flynn laura.o’flynn@ncl.ac.uk
Telephone: +44 (0) 191 208 8359

School of Marine Science and Technology: Armstrong Building
Deputy School Manager, Mrs Jayne Masterson jayne.masterson@ncl.ac.uk
Senior Office Manager and Programme Co-ordinator: Mr David Platt david.platt@ncl.ac.uk
Telephone: +44 (0) 191 208 5304
4.3 Student Wellbeing Service

Student Wellbeing provides information, advice and guidance on a wide range of student support issues to enable all students to maximise their potential whilst at University. Services include: financial support, counselling, disability support, support for international students and faith services.

Further information and opening times are available here: [http://www.ncl.ac.uk/students/wellbeing/about/](http://www.ncl.ac.uk/students/wellbeing/about/)

**Telephone:** 0191 208 3333

4.4 Nightline

Nightline is a confidential and anonymous information and listening service run by students for students. Telephone (0191) 261 2905. [http://www.nusu.co.uk/support/nightline/](http://www.nusu.co.uk/support/nightline/)

4.5 Student Advice Centre

The Student Advice Centre in the Student Union gives advice on most non-academic problems. The Student Advice Centre (SAC) is a free, professional service of the Student Union, offering information, advice, assistance and representation should it be required on a wide range of issues including financial, legal, housing, academic, personal/family and employment. The SAC remains independent of the University and is strictly confidential.

SAC is located on Level 0 of the Union Building. The Centre is open all year round. Information can also be found at its website: [http://www.nusu.co.uk/sac](http://www.nusu.co.uk/sac)

4.6 University Disability Support Unit

The University has a Disability Support Unit that offers advice, guidance and support for students with disabilities and specific learning difficulties (for example, dyslexia). If you have any queries or wish to discuss any concerns you may have, contact the Unit on (0191) 208 3333 or visit the website [http://www.ncl.ac.uk/students/wellbeing/disability-support/](http://www.ncl.ac.uk/students/wellbeing/disability-support/).

4.7 Equal Opportunities

All staff, students and visitors are encouraged to enjoy and celebrate the diverse culture to be found at Newcastle University. The University is committed to promoting equality to all its staff and students. It is the University's policy to treat all people equally irrespective of race, ethnic origin, sex, marital or parent status, sexual orientation, religion, disability, age, political belief or trade union membership and activities. In achieving this aim the University has developed a number of policies to ensure discriminatory practices or behaviour are addressed and to promote equality of opportunity.

For an overview of the services that the University provides for the welfare of students please access: [http://www.ncl.ac.uk/students/wellbeing](http://www.ncl.ac.uk/students/wellbeing). For copies of the University’s policies relating to Equal Opportunities, please visit [www.ncl.ac.uk/diversity](http://www.ncl.ac.uk/diversity).

4.8 Dignity At Work And Study

The University has a Dignity at Work and Study Code of Practice. The purpose of this code of practice is to promote a working and learning environment and culture in which harassment and bullying are known to be unacceptable. The code aims to ensure that if harassment or bullying do occur adequate procedures are readily available to deal with the problem with support and sensitivity so as to prevent it recurring.

The Code of Practice covers both staff and students and provides information on sources of advice and support. The full Code of Practice can be found at: [www.ncl.ac.uk/diversity/guidance](http://www.ncl.ac.uk/diversity/guidance).

4.9 Your Responsibilities

Please check your Newcastle e-mail address on a regular basis so that you can ensure you are aware of any updates during the immersion programme. Please note that attendance at certain School-based sessions may be monitored.

4.10 Illness
All students who are absent from programme activities due to illness must complete a Personal Extenuating Circumstances (PEC Form). This is available from your School Office Reception. All documentation relating to your illness will be filed confidentially. We request that students keep a copy of any evidence of their illness, for example, receipts for medication purchased.

4.11 Accidents
If you have an accident on University premises please inform your School Office and complete an accident report form as soon as possible after the event: http://www.ncl.ac.uk/ohss/safety/reporting/

5. Quality Management

5.1 Student Opinion and Feedback
There are a number of ways in which you have the opportunity to comment on the quality of the immersion programme. Your opinion is very important to us and your feedback is most welcome. In addition to the evaluation forms that you will be asked to complete, we hope that you will discuss any issues or problems with a member of staff in your School as soon as they become apparent.

6. Other information

6.1 Facebook and Blackboard
All important information will be sent you via email although there is lots of helpful information designed to answer questions prior to your arrival, which is available on Facebook and Blackboard.

To join the Closed Group on Facebook search for: OIP (Overseas Immersion Programme) 2017.

You will automatically be able to access the Blackboard page by logging into your Newcastle University Blackboard Account: O1617-SUG3000; SUG3000:Overseas Immersion Programme (16/17).

6.2 Photo competition
We are running a photo competition which students really enjoyed participating in last year; there are some great prizes so we encourage students to participate. The winners will be announced at School Farewell Events (see details on your timetable) so be sure to attend this.

6.3 SUG3000 Supernumerary Module
Students are registered on a supernumerary module and so if you pass with 100% attendance, this will be added to your transcript. It is therefore extremely important that students attend every session and are on time – each session is compulsory. It is considered good manners for students to turn up on time so that the lecturers can get started on time and get through all the material. Please ensure that your mobile telephone is switched off in classes. Please be punctual for all sessions and ensure to ask for a register.

6.4 Student Trips
The University will be putting on Student Trips on the following dates:

York - Saturday 8 July 2017
Edinburgh - Saturday 15 July 2017

Although travel is funded at no cost to you, there are limited spaces (250 per trip) which will be assigned on a first come first serve basis – you may sign up at the links below.

To sign up for either or both trips please register your interest at: http://forms.ncl.ac.uk/view.php?id=11687

The deadline for signing up for Student Trips is: **Sunday 28 May 2017**.

Enjoy your time in Newcastle!

Please direct any further queries to oip@newcastle.ac.uk.