August 2015

Dear BCFN Postgraduate Student,

Registration of new postgraduates for the 2015-16 session

Welcome to the Faculty of Science. This letter and the accompanying registration pack contain information about what you need to do before you arrive in Bristol and the arrangements for registration day (Monday 14 September) and Faculty Induction (Tuesday 22 September).

The Bristol Centre for Functional Nanomaterials will be sending you specific information regarding induction. Please note that your deadlines may be different to those in the registration guide, so please refer to this letter rather than the guide.

This envelope contains:

   Please refer to pages 10-11 in the enclosed booklet on tuition fees and how to make your payment. Further information can be also be found on the University’s website at http://www.bristol.ac.uk/fees-funding/ tuition-fees/payment/
   If you have received confirmation from a UK Research Council or from the University’s Student Funding Office that your fees are being paid from another source then you need do nothing.
   Refer to checklists in the booklet for things to do before and on arrival.

2. Booklet, ‘Sport, Exercise and Health’
   This contains information about sporting facilities at the University of Bristol.

REGISTRATION

There are three parts to registration:

1. Register online before you arrive and print out your Certificate of Registration - see page 3 in the booklet 'Registration Guide for New Postgraduates' for full details. You should be able to register online from Wednesday 2 September until Saturday 12 September 2015. Please ensure that you have uploaded a photograph for your U-card by Friday 4 September 2015. Further information about your U-card can be found on page 2 in the Registration Guide.
2. **International students – pre-registration checks**

   All students from outside the UK, who are liable for fees at the higher ‘overseas’ rate will need to report to International Office staff (4th Floor, The Richmond Building, Queen’s Road) **before** going to register with the Faculty, taking with them the following documents:
   - Pre-registration checklist
   - Certificate of Registration
   - Original examination certificates and transcripts, including English language test scores, for all qualifications shown on the checklist (plus translations of any not written in English)
   - Passport
   - BRP card (if you have one)
   - Copy of ATAS certificate (if appropriate).

3. **Attend the Faculty registration event**

   You will register at the Science Faculty Office which is located on the 1st floor (Room 1.4) on **Monday 14 September** and collect your student card. You will be informed of the exact time on arrival in Bristol.

   *Please remember to bring your original degree certificate(s) with you as you will be required to show them at registration.*

**Maps**

Maps of the University precinct can be downloaded or printed from [http://www.bristol.ac.uk/maps/](http://www.bristol.ac.uk/maps/)

**Induction Programme**

There will be an Induction Programme for all new postgraduate students in the Faculty on **Tuesday 22 September 2015, from 9.00 to 11.00am in Lecture Theatre 1, School of Chemistry, Cantock’s Close**. It is essential that you attend.

If you have any queries at all, or are unable to attend the registration session, please contact Joy Moody (tel. +44 (0)117 928 88209, e-mail science-pg-admissions@bristol.ac.uk) in the Science Faculty Office. We look forward to meeting you on Monday 14 September.

Yours faithfully,

Mrs J Moody  
Graduate Administration Manager