August 2015

Dear 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 21 September) and Faculty Induction (Tuesday 22 September). Your School may have additional requirements, about which they will contact you.

This envelope contains:

1. **Booklet, ‘Registration Guide for New Postgraduates’**
   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/](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 Registration Guide 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 2015**. Please ensure that you have registered online and that you have uploaded a photograph for your U-card by **Saturday 12 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 (based in the Reception Room in the Wills Memorial Building on Monday 21 September, from 11am-1pm) before going to register with their 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**

All new postgraduate students are asked to attend the Faculty registration event on **Monday 21 September** at the following times in **The Great Hall, Wills Memorial Building**, Bristol:

<table>
<thead>
<tr>
<th>Taught MSc/Diploma programmes (excluding BCFN):</th>
<th>Time slot:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schools of Experimental Psychology, Physics</td>
<td>1.00 – 1.45pm</td>
</tr>
<tr>
<td>Schools of Earth Sciences, Geographical Sciences, Mathematics</td>
<td>1.45 – 2.30pm</td>
</tr>
</tbody>
</table>

Relevant programmes can be viewed at: [http://www.bristol.ac.uk/study/postgraduate/2015/sci/pgt-listing/index.html](http://www.bristol.ac.uk/study/postgraduate/2015/sci/pgt-listing/index.html)

<table>
<thead>
<tr>
<th>MSc by research/PhD and CDT programmes (excluding BCFN):</th>
<th>Time slot:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surname/ Family name A – M N - Z</td>
<td>2.30 – 3.15pm</td>
</tr>
<tr>
<td></td>
<td>3.15 – 4.00pm</td>
</tr>
</tbody>
</table>

It is important that you attend in the time slot allocated.

*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/) but if you need directions to a particular building when you arrive please visit the Welcome Helpdesk, located outside the Hawthorns on Woodland Road in the centre of the precinct. This will be open throughout Welcome Week (Sunday to Friday, 10am-5pm).

**Induction Programme**
There will be an Induction Programme for all new postgraduate students in the Faculty on **Tuesday morning, 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 21 September.

Yours faithfully,

Mrs J Moody
Graduate Administration Manager