Information for Parents

We are looking forward to welcoming your son/daughter to Leeds International Summer School in summer 2020 and hope that he/she will have a wonderful experience during their stay with us. We understand that as parents, you may have some questions. This brief guide provides answers to some frequently asked questions. Further information can be found in the Student Handbook, which will be e-mailed to all students shortly before attending this summer. If you have any questions either before your son/daughter’s arrival or during their time with us, please contact us at the address given at the end of the guide.

Travel

If you son/daughter is attending LISS for the full four weeks or the first two weeks they should aim to arrive on Saturday 4 July 2020 between 14:00 – 20:00. If you son/daughter is attending LISS for the second two weeks they should aim to arrive on Sunday 19 July 2020 between 14:00 – 20:00. On arrival, your son/daughter should go straight to the University campus and check in at the designated accommodation for LISS (details provided in the Student Handbook). If your son/daughter wishes to arrive in Leeds before their designated arrival day, he/she will need to make his/her own accommodation arrangements. We can provide a list of local hotels and guesthouses to help. However, please note that it would be your son/daughter’s responsibility to arrange this. On the final day of the programme (Saturday 18 July for students attending the first two weeks, or Saturday 1 August for students attending the full programme or the second two weeks), your son/daughter will be required to check out of their university residence. He/she will then be free to make plans to spend more time in the UK, or to travel home. If your son/daughter decides to stay in Leeds, or elsewhere in the UK for extra days he/she will be required to organise and pay for his/her own accommodation.

Life in Leeds

Your son/daughter may find that the challenge of living abroad and being immersed in a totally new culture is quite overwhelming at first. However, they should remember that all LISS students are in the same position, and this tends to make it easy for them to get along and make new friends. Your son/daughter may feel lonely or homesick. We would like to reassure you that these feelings are very common and do generally pass quickly. To help them get over this, we advise you to help ensure that they arrive on time, and participate in the social activities that we have organised for students, such as the City Chase, ice breaker activities, the orientation meeting and Welcome Reception.

Another fantastic source of support for your son/daughter will be the LISS Social Assistants. LISS Social Assistants are Leeds students who have usually spent some time studying abroad themselves and they will live in the accommodation with your son/daughter on campus. As well as becoming great friends with everyone on the programme they are also an excellent source of support and can provide tips or advice about things to do and see during your son/daughter’s time in Leeds.

Leeds Students’ Union, one of the biggest and best in the country, will be on your son’s/daughter’s doorstep, with its fantastic range of cafes, shops and student services. The University Refectory is just next to the Students’ Union, with a range of hot meals. Breakfast and lunch in the Refectory is included for LISS students Monday – Friday throughout the programme.
The University campus is very close to the city centre, so your son/daughter won’t have to go very far to find all the shops, cafes, restaurants and other attractions of a big city. If your son/daughter has forgotten to bring any basic items, the Merrion Shopping Centre is a large, economically priced shopping centre just 10 minutes’ walk from campus (or a short bus ride).

In terms of clothing and other goods, Leeds has plenty to offer – from large, cheaper stores such as Primark, department stores and other high street chains, to independent fashion boutiques and high-end designer goods in the beautiful ‘Victoria Quarter’. There’s also a shopping centre with lots of shops, cafes, restaurants and an independent cinema in the city centre called “Trinity”.

**Accommodation**

Your son/daughter will have their own private bedroom and will share bathroom facilities with other LISS students of the same gender. He/she will share kitchen and dining facilities with approximately nine other LISS students in their flat, to help meet and make friends. Breakfast and lunch will be provided Monday – Friday during the programme. For other meals there are catering outlets nearby as well as cafes and restaurants in the city centre in case your son/daughter would prefer not to cook.

Wireless internet is included at the accommodation. However, if your son/daughter does not have their own laptop computer, the University has several ‘computer clusters’ on campus, some of which are open 24 hours.

Laundry facilities are located on campus. Bed linen is provided in the accommodation as well as a towel. Your son/daughter will be responsible for cleaning their room and sharing the cleaning of the shared kitchens and bathrooms with their flatmates. Some cleaning products and a vacuum cleaner will be provided.

Students are expected to leave the accommodation in which they found it. Students may be charged for any cleaning costs that are required after departure. If students cause any damage to the accommodation during their stay they will also incur charges for repair.

It is very important for your son/daughter to keep their keys safe and on their person at all times. If students lose their keys they will be charged a fee to replace them.

All accommodation is strictly non-smoking and our campus has recently gone smoke free.

**Academic points to remember**

Attendance at LISS classes is compulsory. LISS modules are short and intense, therefore it is important that your son/daughter attends and participates to make the most of their experience, and to help their classmates make the most of theirs. Any non-attendance or discipline issues will be reported to the LISS Manager and your son/daughter may risk failing a module or even being asked to leave LISS.

At the end of the Summer School your son/daughter will receive a Certificate of Attendance. He/she will subsequently receive an official transcript from the University of Leeds for their LISS classes; please note that transcripts cannot be produced before students leave the UK because of the scheduling of Assessment Board, so transcripts will be mailed later (usually in September).

We will provide your son/daughter with information regarding plagiarism – i.e. presenting someone else’s work or ideas as your own. This might mean taking a quote or idea from a book, journal, the internet, or another student to use in an assignment and not referencing it properly. The University of Leeds takes cases of plagiarism very seriously. It is your son's/daughter’s responsibility to make sure they understand what plagiarism is and how to avoid it. If in any doubt, your son/daughter should consult their tutors on the course before submitting any coursework.
What's included?

University accommodation and breakfast and lunch, Monday – Friday (see above).

Field trips: all LISS academic modules have at least one module field trip included and it is compulsory for students to attend the relevant field trips for their chosen modules since the field trip is included in the credit hours. Entrance fees and travel for the academic related field trips are included, so your son/daughter will only have to bring money for any souvenirs they wish to buy.

Excursions: cultural excursions are included in the programme, for example York, Whitby, Yorkshire Dales and Newcastle. These are not compulsory to attend; however, they play an integral part in student’s understanding and knowledge of British culture. We therefore highly recommend your son/daughter attends them. We have carefully selected our destinations as they these are all places well worth visiting! The excursions are also a good opportunity to meet other LISS students who are not on your son/daughter’s academic modules.

Social Programme: a welcome reception and farewell social mark the start and end of the LISS social programme, organised for the most part by the LISS Social Assistants. The social activities take place in the evenings and at weekends and are either low cost or free. Past activities have included a karaoke evening, cinema trip, sports socials, the Kirkstall Abbey festival and trips to the Royal Armouries, Knaresborough and Ilkley.

Sports facilities: We highly recommend your son/daughter uses the University’s sports centre, called ‘The Edge’. It is a very well equipped facility which includes a gym/fitness suite, swimming pool, sauna and steam room, climbing wall, and numerous exercise classes to suit all interests and abilities. Your son/daughter has Premium Edge membership included as a LISS student. He/she cab sign up for a tour of The Edge during their first week here.

Keeping in touch

Wireless internet will be available in all rooms in the accommodation. Alternatively, your son/daughter will have access to all University of Leeds computer clusters, including some that are open 24/7.

If your son/daughter will use a UK SIM card in their phone for their stay in the UK you will need to make sure to add the UK country code: dial 0044 first, and omit the first zero of the UK telephone number. For example, the LISS office number would be: 00441133437900 from a non UK SIM card, or 01133437900 from a UK SIM card.

If you need to post anything to your son/daughter during their stay please have it sent to the Study Abroad Office and let us know to expect it by e-mailing summer@leeds.ac.uk. The postal address is:

Leeds International Summer School
Study Abroad Office
Level 11, Marjorie and Arnold Ziff Building
University of Leeds
Leeds, LS2 9JT
UK

Health

Because your son/daughter will be in the UK for less than 6 months, they do not qualify for all of the National Health Service (NHS) services available to UK residents unless they are from the EEA or a country with a reciprocal arrangement.

Students must ensure that they have adequate and appropriate insurance for the whole of their stay in the UK. If they visit a doctor during their stay, they will be expected to pay for any treatment, and reclaim it from their own insurer.
Safety
Leeds is generally very safe, however, it is still a large European city and some general safety points do apply. Students will therefore receive a safety briefing upon arrival. Here are some safety tips for your son/daughter to consider in the meantime:

- When travelling never leave your bags unattended or ask others to watch them for you
- Crossing the road: it sounds obvious, but please look both ways before crossing. Cars drive on the left
- Keep essential phone numbers with you
- Don’t carry unnecessary / lots of cash and keep all valuables out of sight
- If you lose credit cards cancel them at once
- Don’t carry your passport with you unless you need it; leave it in your locked room
- Keep a photocopy of your passport, airline tickets and ID in your room
- If you are going out in the evening always arrange who you will be walking home/taking a taxi with before you go out
- Keep small change for a taxi/the bus
- Don’t walk anywhere alone at dark and stick to well-lit areas, even in groups
- Alcohol is available to adults aged 18 and over. If you are going to drink alcohol please do so in moderation and remember it’s easy to become disorientated in a new city. Keep yourself safe and don’t feel pressurised to drink just because you see other people are. Never accept drinks from strangers
- We hope you never need to use it, but as instructed in your Student Handbook, call 999 in the event of an emergency to get the fire brigade/police/an ambulance

What to bring
Below are some ideas to help your son/daughter pack. If they aren’t able to pack some of these items, don’t worry – Leeds is a large city with lots of shops at reasonable prices.

Clothes
- Although your son/daughter will be here in July, British weather is unpredictable! They should bring a waterproof jacket and a couple of warmer tops as well as summer clothes. He/she won’t need anything formal to wear
- Comfortable footwear is essential, as a lot of the trips involve walking
- Your son/daughter should bring something he/she can play sport in (such as tracksuit trousers or leggings, t-shirt, and sports shoes e.g. trainers). He/she will have membership to use all University sports facilities so this is definitely worth considering. There is also a swimming pool, so your son/daughter should bring their swimming costume/swimming shorts if they’d like to use it

Computers
- There are computer rooms all over the campus; some are open late or 24 hours. However, if your son/daughter has a laptop, it is advisable to bring it to Leeds as they can then work in their bedroom, which may be more convenient for them

Stationery
- A pen and paper will be useful to take any notes during class time. More stationery (such as folders/notepads) can be purchased upon arrival from the Students’ Union campus shop

Toiletries
- Your son/daughter should bring basic toiletries like soap, toothpaste and shampoo, but remember Leeds is a large city and everyday items are widely available – including in the Students’ Union shop on campus
Electrical items
- The UK takes a 3-pin plug so your son/daughter should make sure they have an adapter that fits (or they can buy one here)
- Phone charger and camera

Documents for hand luggage
- Passport
- Visa (if non EU/EEA/Swiss)
- LISS acceptance letter
- If your son/daughter is arriving prior to the start of LISS, they should bring proof of any accommodation they have booked/details of where they will be staying
- For student from outside the EU/EEA/Switzerland, financial evidence should be carried, such as a bank statement or a confirmation of a loan letter, to prove your son/daughter can support him/herself for the duration of LISS
- The receipt from our online store as proof of payment for LISS
- The address of their University accommodation (see the Student Handbook)
- Flight booking confirmation/tickets
- The registration certificate your son/daughter printed or saved to their phone when they registered on the Portal (they will need this to obtain their student ID card)
- LISS emergency contact number (see the Student Handbook)

Spending money
If you need to send your son/daughter money while they are studying with us please note that cards from major credit card companies can usually be used to draw cash in the UK. You can also send an International Money Order to be cashed at a Post office, providing the Money Order is Canadian or US Citibank with the £ Sterling equivalent shown. Money can also be sent by bank draft, electronic and telegraphic transfer to a UK bank account.

Students can reduce the cost of grocery shopping by buying fresh food, planning their meals, sharing food with their housemates and shopping at Leeds Market and budget supermarkets.

Luggage
If your son/daughter travels before or after the Summer School we cannot store his / her luggage unfortunately. We do not have secure space nor are we insured for possible damage. Additionally we cannot accept luggage because of security implications.

Contacts
LISS Manager: Lisa Beare
LISS Adviser: Kate McMahon
LISS Assistant: Sophie Bird
summer@leeds.ac.uk / +44 (0)113 343 7900

Leeds International Summer School
Study Abroad Office
University of Leeds
Leeds, LS2 9JT, UK

Further Information
Please refer to the LISS website for further information on the programme: www.leeds.ac.uk/summer.