



S A N J A R I
INTERNATIONAL COLLEGE

Prospectus

2013-2014

Welcome to Sanjari International College (SIC).

This prospectus will help you to gather information about the courses offered, entry requirements, application and admission procedures, the awarding organisations and all other important information about the higher education provisions.

SIC is committed to providing quality learning experience that is challenging and rewarding for the students. The college is focused on maintaining and enhancing academic quality as well as monitoring its learning and teaching provisions.

For enhancing the student learning experience and engaging the students with the teaching practices, the college has the provision of learning resources like library, IT laboratory, student support and wide range of general facilities and services.

The college provides quality education, offers a range of Ofqual recognised vocational and professional courses in Business Management and Health Care Management. SIC also offers short courses on Basic English Skills programme and employment related NVQs of various disciplines with an aim to prepare the students both academically and vocationally, which lead to an education that works in fulfilling the requirements of knowledge and practice.

We look forward to welcoming to the college and hope that you will take advantage of the opportunities that await you SIC.

From the desk of Director

Hello and welcome to Sanjari International College (SIC), where we offer you a great learning opportunity with a wide range of programmes.

As an educator, my professional roadmap has always inspired me to work from a place of high standards, high expectations, and excellence. The SIC team is dedicated to the same standards for all international as well as local students. We encourage students to raise the bar and set high expectations for them. We methodically and purposefully provide outreach, academic support, and an environment that encourages the self empowerment of students.

The SIC is recognised in preparing students for academic and professional success in the United Kingdom and beyond, providing creative, instructional programs with a personal touch.

The college is ideally positioned to take full advantage of the exciting rhythms and cultural richness of the city of London which is also widely considered as the financial and business capital of the world.

Along with our highly supportive and experienced faculty, I invite you to come and improve your career prospects in an increasingly competitive world to secure better future opportunities, develop a fuller understanding of London's diverse cultural mix and experience the excitement of learning in a dynamic, cosmopolitan environment.

I warmly welcome you to visit us in person, on the internet, or via email (info@sicedu.co.uk), to discover the new developments and take advantage of the opportunities available at SIC.

Sincerely,

Dr M.S.H. Chowdhury
Director

From the desk of Principal

The education system in the UK has over many years rightfully become the envy of the world for the generation of progressive philosophers, engineers and scientists of all disciplines producing world changing ideas and developments that has enabled the UK to prosper in the geo-political market place. Education has provided the passport to enable many to aspire and achieve. For some students the driver is the thirst for knowledge for others the means to understand industry, science and commerce to enable them to pursue a successful career within their field of interest and study.

Higher education requires experiential learning to be part of the overall learning experience coupled with the academic excellence that brings about critical thinking and the ability to visualise problems and solutions.

At Sanjari International College we assist in the development of these skills enabling students to transfer them into an industrial or business context when they have completed their studies. Successful higher education enables students to see the world market with a new perspective, to forge links and to promote their country and organisations.

Michael Scott
Principal

Introduction of UK HE

The UK Higher Education offers internationally-recognized qualifications across a wide range of subjects. The education system is well renowned for its quality in academic excellence. The UK Universities and Colleges assist the students to fulfill their potentials and perform well in their chosen field of study by meeting the strict academic criteria.

There are number of international student clubs and societies, planned social events, international offices and counsellors to help and support.

Good Quality of Education: The quality of a University's or College's teaching and its general facilities are assessed by the Quality Assurance Agency (QAA). Research standards are examined by the Research Assessment Exercise (RAE), which publishes its findings every five years.

The results of all these assessments are freely available on the internet. Information on quality assurance and assessments is also available from the Higher Education Funding Councils.

The popularity of UK Higher Education relies, to a large extent, on the quality of its provision. Large-scale student satisfaction surveys such as the National Student Survey (NSS) and the

A great international reputation: The UK is one of the most popular destinations in the world for quality education. Each year a high number of international students enrol here in the UK for quality education in post graduate and undergraduate courses because of world-class teaching and learning experience. In 2013 (QS World University Rankings), four of the top six universities in the world were in the UK.

No wonder why employers worldwide from universities to governments, multinationals and development agencies recognise the quality of the UK education. International Student Barometer (ISB) reveal high rates of satisfaction among international students - in the most recent surveys, eight out of 10 international students are satisfied with their overall experience of studying in the UK (QAA International students studying in the UK - Guidance for UK higher education institutions, August 2011).

International Tradition: Every year UK welcomes international students from all over the world. UK universities are used to looking after the welfare of non-UK students and have well-developed support services and social networks on campus.

In the academic year of 2011-12 UK welcomed a total of 435,230 international students compared to 428,225 in 2010-11, an increase of 2% (<http://www.ukcisa.org.uk>).

Choice of courses: Higher education institutions in the UK offer a broad range of courses that caters for your interests and career goals. You can search over 50,000 courses on the UCAS website to find the right one for you.

An interesting place to live and learn: UK is the one of the most interesting places in the world to live and learn. UK is culturally diverse and promotes cultural diversity by fostering the inclusion of people from all cultures, communities and nationalities. For example, school children in London speak over 300 different languages.

With excellent transport networks and facilities, historical structures and modern architectures, exciting sports and international events UK is a mix of cosmopolitan cities and rural villages. London is regarded as one of the most important financial districts in the world and it is well-connected with the rest of the world.

An international student can develop a wide range of competencies needed in the current global workforce including English language skills and social networking skills. Students can also get exposure to international events, lectures, seminars and cultural functions.

A range of useful benefits: The UK post graduate and undergraduate degrees are generally shorter than many other countries, which helps in reducing the tuition fees and accommodation costs.

There is a lot of support available for international students in the UK. Many course providers have international offices and student societies, activities and academic guidance, counsellors and advisers to help students feel welcomed and supported throughout their time in UK.

Most undergraduate courses in the UK are designed to be completed in three years, although in Scotland it may take up to four years. A postgraduate Masters course will normally only take one year, whereas a PhD degree will take three to four years to complete.

Why Study at SIC

Selecting the right institution is one of the most important decisions you will make. There are many reasons why you will benefit from studying at Sanjari International College and these include:

- SIC has a 'Highly Trusted Sponsor' status provided by the UK Home Office.
- The college offers a pathway to UK qualifications and learning environment that is geared to individual student needs to success in the twenty first century workplace.
- More flexible English language support for overseas students and assistance with settling into life and study in the UK.
- Lecturers are well qualified and are highly approachable to provide a higher level of tutorial care.
- The knowledge and expertise of our staff and a friendly learning environment will benefit students throughout their time with us and beyond.
- Our courses and academic standards have met the expectations of the Independent Schools Inspectorate (ISI), which is the Government approved inspectorate responsible for the inspection schools and colleges.
- Our Course fees are competitively priced.
- Many of our classes are small, meaning more individual support for students including one-to-one time with lecturers. Most of our teaching staff has worked in industry.
- SIC is located in the popular, vibrant and safe area of East London, with various multinational headquarters within short distance. Just a minute walk from Underground, Over-ground and Bus Stations, commute to the college campus is very convenient with several transport links connecting the SIC campus directly.

Accreditation Status

Sanjari International College Limited, registration number: 07047956, is registered as per the laws of England and Wales. SIC is accredited by the Accreditation Service for International Colleges (ASIC), the leading national body for the recognition of independent colleges in the UK, for Independent Further and Higher Education, and is registered on the United Kingdom Border Agency Sponsor Register. SIC is also accredited by the Independent School Inspectorate (ISI).

Unique Location

Sanjari International College's unique location facilitates the students to concentrate more on study. It is only 15 min drive to the heart of London businesses (Canary Warf) as well as UK's largest event venue O2 arena, 15 min drive to London Stock Exchange and 30 min drive to UK's largest shopping amenity (Oxford Circus). It is very close to Stepney Green Station which facilitates trains every minute. It is situated in very close proximity to Brick lane where there is a number of restaurants.

Learning Style

We aim to create variety in the learning process by implementing new technologies. All of our classrooms are well equipped with modern integrated lecture delivery system (audio-visual systems). Our teaching comprises of lectures, seminars, workshops and personal tutorials. Our well qualified lecturers always use contemporary issues to cover their lectures, seminars and workshops. Personal tutorial sessions give the opportunity to the students to discuss any aspect of the course on a one-to-one basis with their tutor or course leader. Our course leaders are highly accessible and cooperative. This encourages students to take an active participation in their studies through discussions, debates and presentations.

Developing Prospective Students

Sanjari International College aims to inspire young people from diverse backgrounds to learn and adapt the specialised knowledge and skill set to perform the best at their individual professional route. The College seeks to develop in students the technical expertise, management abilities and professional versatility required in today's knowledge based economy. Our teaching methods are so dynamic that our students feel confident in highly competitive global marketplace where change is rapid. The programmes offered at Sanjari International College are designed to equip students with the skills and the expertise required by employers and to give them the opportunity to develop their knowledge across a broad range of disciplines and build an in-depth knowledge of a specific field of study.

Competitive Tuition Fees

SIC has competitive fees, which are significantly lower than those at most of the UK colleges. Thus students benefit from high quality teaching at a reasonable cost. Moreover, taking an empathetic view of genuine cases we offer staggered payment options to students who may need it.

English Language Support

We run ESOL classes which helps our international students. The students are equipped with the necessary language skills to succeed in their examinations.

Professional Staff

All our staff members whether teaching or administrative, are well trained and experienced in education services. They are friendly and helpful and do their best to make the students develop their capabilities to the full.

Professional Courses

SIC offers a range of recognised and highly sought after professional courses. Successful completion of these courses leads to a degree or professional certificate in a chosen field. We encourage students from diverse cultural and educational backgrounds to enrol at our college. Our staff provides the students full support in achieving their career goals.

Facilities

Information Technology

The environment of our institution encourages learning whether it is classroom or computer room. Broadband is available free of cost at all times. The college has about 50 workstations available for use by the students. All computers are networked and have high speed dedicated internet access. The college has an extensive range of generic PC based software for word processing, spreadsheet and business graphics, as well as statistical packages and business management software. Computer support services are designed to provide students with help, advice and full assistance in their coursework. As part of its teaching support the college also has multiple projectors.

Study Support

Every student has their individual course leader who monitors, guides or helps the student in all possible way round the year. Students are provided by the study pack at the very first date of course commence so that they get the proper direction of study and have enough time to prepare for the assessment. Moreover, students can use on-campus enriched library and e-library which is able to provide all the essential books needed. Regular tutorials and workshops provide the opportunity to the students to discuss recent business issues, solving problem, develop decision making capacity and develop business insight.

Program Description

Awarding Body: PEARSON

Course Name: BTEC LEVEL 5 HND in Business

Course Code: BTEC HND

Course Level: NQF 5

Course Duration: 18 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Minimum 18 years of age. Candidates must have completed the Diploma in Sales & Marketing Management Award or equivalent. English Language Proficiency required is a minimum of CEFR level B1.

Assessment Method: Assignment

Course Structure:

Candidates must attempt a minimum of Eight modules in total. Three modules are mandatory and the candidate must complete at least one of the two optional modules successfully before the Award can be issued.

Mandatory Units	Optional Units
Business Environment	Human Resource Development
Managing Financial Resources and Decisions	Operations Management in Business
Organisations and Behaviour	Business Ethics
Marketing Principles	Contemporary Issues in Marketing Management
Aspects of Contract and Negligence for Business	Administrative Services
Business Decision Making	Marketing Planning
Business Strategy	Managing Communications, knowledge and information
Research Project	Human Resource Management

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Awarding Body: PEARSON

Course Name: Extended Diploma in Strategic Management & Leadership Management in Business

Course Code: EDSML

Course Level: NQF 7

Course Duration: 12 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Minimum 18 years of age. Candidates must have completed the Diploma in Sales & Marketing Management Award or equivalent. English Language Proficiency required is a minimum of CEFR level B1.

Assessment Method: Assignment

Course Structure:

Candidates must attempt a minimum of Ten modules in total. Three modules are mandatory and the candidate must complete at least one of the two optional modules successfully before the Award can be issued.

Mandatory Units	Optional Units
Developing Strategic Management and Leadership Skills	Strategic Marketing Management
Professional Development for Strategic Managers	Strategic Human Resource Management
Strategic Change Management	Strategic Planning
	Managing Financial Principles and Techniques
	Strategic Supply Chain Management and Logistics
	Research Methods for Strategic Managers
	Project Development and Implementation for Strategic Managers

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Awarding Body: ATHE

Course Name: ATHE Level 7 Diploma in Strategic Management

Course Level: NQF 7

National Credit Value: Minimum 120 Credits

Guided Learning Hours: Minimum 420 Hours

Course Duration: 12 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Learners need to be able to study at this higher level, and it is therefore likely that they will have a background that will enable them to benefit from the programme – which is likely to be formal qualifications at least at Level 6 or their equivalent in the UK, and previous knowledge and/or experience within a business management environment, at first line management level as a minimum.

English Language Proficiency required is a minimum of CEFR level B2.

Course Structure:

The ATHE Level 7 Diploma in Management is awarded on completion of subjects listed below comprising 120 credits.

Unit Title	Credit	GLH
Organisational Behaviour	15	60
Global Business Strategy	15	60
Strategic Resource Management	15	60
Finance For Strategic Managers	15	60
Research For Senior Managers	25	60
Human Resource Management	15	60
Project Management	15	60
Programme Leadership	10	40

Assessment: Assignment based.

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Progression Route: Progression is to higher education studies, including ordinary degree and post graduate studies. Alternatively students may add optional units to meet their employers' needs.

Awarding Body: ATHE

Course Name: ATHE Level 7 Diploma in Health Care Management

Course Level: NQF 7

National Credit Value: Minimum 120 Credits

Guided Learning Hours: Minimum 420 Hours

Course Duration: 12 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Learners need to be able to study at this higher level, and it is therefore likely that they will have a background that will enable them to benefit from the programme – which is likely to be formal qualifications at least at Level 6 or their equivalent in the UK, and previous knowledge and/or experience within a business management environment, at first line management level as a minimum.

English Language Proficiency required is a minimum of CEFR level B2.

Assessment: March, June, September, December

Course Structure:

The ATHE Level 7 Diploma in Health Care Management is awarded on completion of subjects listed below comprising 120 credits.

Unit Title	Credit	GLH
Organisational Behaviour	15	60

Managing Finance in the Public Sector	10	60
International Health Care Policy	15	60
Manage Continuous Organisational Improvement	15	60
Developing Organasational Vision & Strategic Direction	15	60
Human Resource Management	15	60
Project Management	15	60
Research for Senior Managers	25	40

Assessment: Assignment based.

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Progression Route:

On successful completion of a Level 7 qualification in Healthcare Management there are a number of progression opportunities.

Learners may progress to:

- Larger qualifications at the same level eg. from an award to a certificate or to the Diploma in Strategic Management or the Diploma in Healthcare Management
- An MA programme and claim exemptions for some of the units completed

Awarding Body: ATHE

Course Name: ATHE Level 6 Diploma in Management

Course Level: NQF 6

National Credit Value: Minimum 120 Credits

Guided Learning Hours: Minimum 420 Hours

Course Duration: 12 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Learners need to be able to study at this higher level, and it is therefore likely that they will have a background that will enable them to benefit from the programme – which is likely to be formal qualifications at least at Level 5 or their equivalent in the UK, and previous knowledge and/or experience within a business management environment, at first line management level as a minimum.

English Language Proficiency required is a minimum of CEFR level B2.

Course Structure:

The ATHE Level 7 Diploma in Health Care Management is awarded on completion of subjects listed below comprising 120 credits.

Unit Title	Level	Credit
Leadership and Management	6	15
Research Project	6	10
Human Resource Management	6	15
Strategic Marketing	6	15
Personal Leadership and Management Development	6	10
Financial Decision Making for Managers	6	10
Optional Unit		
Project Management	6	15
Programme Leadership	7	10
Economics for Business	6	15
Risk Management	6	10
Corporate Communication Strategies	7	10
Sustainable Business Strategy	7	10
Strategic Planning	7	15

Managing Quality and Service Delivery	6	10
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Assessment: Assignment based.

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Progression Route:

On successful completion of a Level 6 qualification in Management there are a number of progression opportunities.

Learners may progress to:

- Larger qualifications at the same level eg. from an award to a certificate or to the Diploma in Strategic Management or the Diploma in Healthcare Management
- An Bachelor programme and claim exemptions for some of the units completed

Awarding Body: ATHE

Course Name: ATHE Level 6 Diploma in Health Care Management

Course Level: NQF 6

National Credit Value: Minimum 120 Credits

Guided Learning Hours: Minimum 420 Hours

Course Duration: 12 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £3500 (Per Annum), International: £2500 (Per Annum)

Entry Requirements: Learners need to be able to study at this higher level, and it is therefore likely that they will have a background that will enable them to benefit from the programme – which is likely to be formal qualifications at least at Level 5 or their equivalent in the UK, and previous knowledge and/or experience within a business management environment, at first line management level as a minimum.

English Language Proficiency required is a minimum of CEFR level B2.

Assessment: March, June, September, December

Course Structure:

The ATHE Level 6 Diploma in Health Care Management is awarded on completion of subjects listed below comprising 120 credits.

Unit Title	Credit	GLH
Unit Title	Level	Credit
International Healthcare Policy	6	15
Managing Quality and Service Delivery	6	10
Leadership and Management	6	15
Managing Finance in the Public Sector or Financial Decision Making for Managers	6	10
Research Project	6	10
Personal Leadership and Management Development	6	10
Optional Unit		
Human Resource Management	6	15
Project Management	6	15

Programme Leadership	7	10
Risk Management	6	10
Managing Sustainability in an Organisation	5	15
Strategic Planning	7	15
Managing Stakeholder Engagement	6	10

Assessment: Assignment based.

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Progression Route:

On successful completion of a Level 6 qualification in Management there are a number of progression opportunities.

Learners may progress to:

- Larger qualifications at the same level eg. from an award to a certificate or to the Diploma in Strategic Management or the Diploma in Healthcare Management

A Bachelor programme and claim exemptions for some of the units completed

Awarding Body: EBMA

Course Name: Diploma in Strategic Business Research and Leadership Direction

Course Level: NQF 8

National Credit Value: Minimum 240 Credits

Guided Learning Hours: Minimum 960 Hours

Course Duration: 18 Months

Mode of study: Full Time

Semesters: January, April, August, October

Course Fees:

Local: £2500 (Per Annum), International: £3500 (Per Annum)

Entry Requirements: Learners need to be able to study at this higher level, and it is therefore likely that they will have a background that will enable them to benefit from the programme – which is likely to be formal qualifications at least at Level 5 or their equivalent in the UK, and previous knowledge and/or experience within a business management environment, at first line management level as a minimum.

English Language Proficiency required is a minimum of CEFR level B2.

Assessment: March, June, September, December

Course Structure:

Diploma in Strategic Business Research and Leadership Direction is awarded on completion of subjects listed below comprising 240 credits.

Unit Title	Credit	GLH
Unit Title	Level	Credit
International Business	8	20
Enterprise Development & Business Planning	8	20
Strategic Management & Leadership	8	20
Macroeconomics	8	20
Human Resource Management	8	20
Managerial Finance	8	20
Management Control	8	20
Management of Sales Force	8	20
Strategic Marketing Management	8	20
Business Law	8	20
Research Project (including Research Methods)	8	40

Assessment: Assignment based.

Course Delivery:

This course is delivered face to face on campus. It requires at least 15-18 hours of full-time class attendance per week. Students are required to attend lectures, seminars, revision classes & mock examinations.

Progression Route:

On successful completion of a Level 8 qualification in Diploma in Strategic Business Research and Leadership Direction there are a number of progression opportunities.

Learners may progress to:

- Larger qualifications at the same level eg. Mphil or PhD

Immigration Advice

The SIC staff is happy to help you with your immigration questions for the UK - from your initial application for a Tier 4 (General) Student visa and beyond. Rules and regulations on Immigration are changing all the time. Therefore we strongly advise students keep themselves fully updated with the newest regulations when applying for their visas. Detailed, easy to read information about applying for visas before, during and after your studies is available at UKBA Home Office website which can be accessed online [at http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/](http://www.ukba.homeoffice.gov.uk/visas-immigration/studying/). Please read the information available on the Home Office website carefully prior to contacting us.

Legal Advice

SIC can arrange to provide free legal advice for the students. The service is for the benefit of students and is committed to enabling students to learn from practical experience. We understand that as a new International student, you may be in need of some general legal advice. SIC is able to offer you with preliminary general advice only and when necessary can guide you to the right direction to obtain professional help.

It is important to note that this service is not an alternative to professional legal advice. SIC reserves the right not to give advice in any particular case. In those situations where we are unable to provide assistance, staff will try to refer enquiries to other possible sources of help. The service operates in an appointment only system. All legal advice and assistance is given in the strictest confidence in accordance with data protection law.

London Life

The most important city in the world, arguably the mother of all cities, London needs no introduction. The hub of arts and culture, the Mecca of trade and commerce, London truly is one of the most vibrant and multicultural cosmopolitan one can ever come across on this planet. With so many attractions the city is unsurprisingly one of the most popular tourist destinations worldwide. Fourteen-and-a-half million tourists visited London in 2010 making it the most visited of all European cities. London's main airport Heathrow is the busiest airport in the world, with more international passengers than any other. Students and professionals from around the globe are increasingly choosing London as their preferred destination. 1.3 million People are estimated to move into and out of London each year. This city is unique. It is a great experience to live in one of the biggest and multicultural cities in the world. Students of Sanjari International College benefit from our attractive location, the hub of culture, arts, politics, media, law and the great financial institutions of the city. London offers a scene and status unrivalled by any other city. SIC is at the heart of what has been

described as the knowledge capital of the world. The cost of living and studying may deter them from choosing to study here. Although studying in London can be more expensive than in some other parts of the UK, the true picture is often exaggerated.

London has a diverse range of peoples and cultures. More than 300 languages are spoken in London. More languages are spoken in London than any other city in the world. One can find anything and anyone in London, according to the Office for National Statistics - one in three Londoners are foreign-born, making the city one of the most cosmopolitan in the world. The capital is the home for over 200 museums (twice as many as Paris or New York), 150 theaters, 34,000 shops, 5,700 pubs, 8,000 acres of park land and 4 UNESCO World Heritage Sites. London plays a great part in academic life as well as social life. Surrounded by libraries, archives, galleries and the headquarters of the professional associations, London's student have access to an unrivalled range of cultural activities and influences. The nightlife in London is vibrant and it is second to none.

There are more American banks in London than in New York. Not so surprising when you remember London is the financial capital of the world. Most importantly for students, when it comes to starting a career or finding a job, London graduates start with a real advantage, with so many international employers in the worlds of law, finance, business, media and communications on the doorstep.

Many of London's attractions are free to enter including libraries, galleries, museums, seminars and other events and shows. Even on a low budget one can have numerous options for recreation and entertainment including theatres, cinemas, operas ballet, music, nightclub, sport and many other activities. Most of the places of interests including shops, restaurants and retail stores including public transport companies offer student discounts on their products and services.

Essential items such as food and drink cost more or less same as other cities in UK, however in some cases it can be cheaper in London. The city is home to different cultural and religious people which makes this city easygoing and availability of different taste of food and fashions. College life in London is not just about studying for a degree but also exploring and developing your extracurricular interests.

Library

SIC has a well-stocked Library comprising a collection of loan and reference for all core texts and recommended reading including a collection on study skills and research methodologies. The library area offers quiet study spaces; newspapers, magazines and periodicals; computers (all with Internet access and USB Ports and print facilities); and other resources. Moreover, students can access thousands of books, journals and variety of

research support resources. The library services are completely free for all enrolled students, meaning students can borrow books and use all other resources available in the library without any additional charges. The free library services also include photocopying facilities.

Study spaces are also available for quiet group work. Help from qualified staff is always available to assist students in development of study skills and provide general advice in preparation with their studies, assignments and research work.

IT and Internet

SIC have a wide range of IT facilities for use by the students. Along with a dedicated IT lab the computers available for students are fully equipped with networked facilities, complete with USB ports and unlimited free Internet access. Every computer is connected to the college network, which not only provides Internet access, but also opens up a whole host of software and other facilities that are provided by the departments and services within the college.

Free wifi service is available for all students. Internet access is also available in the computer labs. You can connect your laptop, tablet or mobile devices to the wireless network in many locations in the college.

Language help

The language faculty is located in the campus and comprises easy to use books, seminar room and open access facilities for self study. This faculty is designed especially for foreign students to improve their language skills.

Airport Pick-up

We understand that arriving in a new country can be both exciting and sometimes overwhelming. SIC offers an airport pick-up service for new international students. SIC is happy to arrange representative from the college to be present at the airport to welcome you and take you to your arranged accommodation.

To arrange an airport pick-up, students must contact the college by email at least 2 weeks in advance. To avail this service we strongly recommend choosing a flight with arrival time between 9.00 am and 6.00 pm GMT. This service is only available for international students arriving from overseas to London Heathrow airport.

Accommodation

The College does not have any accommodation of its own, but can arrange, on request, accommodation for its students through a placement service. Initially the service may reserve accommodation with a host family within reasonable travelling distance. For additional information please contact the College.

Opening Bank Account

Most high street banks in the UK offer specifically designed bank accounts for students. We strongly recommend students to find out what is on offer directly from the banks. SIC is happy to provide students with information and guidance throughout the whole process.

Students will need to provide proof of identify and address. Additionally, you may also need:

- Passport or National Identity Card ;
- Birth certificate;
- Proof of your address back home
- Proof of your address here in the UK (utility bill/ tenancy agreement); and
- A letter from the College to confirm the above details (SIC Student Helpdesk can provide)

Medical Care

Staying in good health and leading an active, balanced lifestyle will help you make the most of your time at the College. But when you register with us, you will also want the reassurance of knowing that if you do fall ill, you will receive general information and support.

We strongly advise students to register with a doctor as soon as they enrol with us, so that they can obtain immediate medical advice and assistance if they fall ill or have an accident.

All international students studying at the SIC for six months or longer are entitled to receive free National Health Service (NHS) treatment.

Free services available through the NHS:

- Consultations with a GP or nurse
- Contraception and pregnancy advice
- Sexual health advice (men and women)
- Well-woman clinics
- Baby clinics
- Asthma clinics
- Diabetes clinics
- Chiropodists
- Counselling
- Free hospital treatment
- Emergency medical help

Paid services available through NHS:

- Medicines prescribed by the GP
- Vaccinations for travel and sickness certificates
- Dental treatment
- Eye tests and glasses.

Student Offers and Discounts:

As a benefit of being a student in London, you are eligible for a host of offers and discounts from food to footwear and from laptops to lollypops. At SIC we help students to explore all available opportunities for students to get discounts wherever they are eligible. It makes a real difference to students.

There are many independent organisations for students, like NUS, where students can register to get more discounts and offers. Students are recommended to look for information in Student Information Centre.

One offer in particular is worth mentioning:

18+ Student TFL Oyster photo card Scheme

As a fully enrolled student, you can join the Student Travel Discount Scheme to get discounts on travel across London. You can get a valid 18+ Student Oyster Photocard so that you can buy Bus Passes and Travelcards valid for seven days, one month or longer periods of up to one year at 30% off the equivalent adult rate. A Student Oyster Photocard costs £10. Single, daily and 3 day tickets and Oyster single fares are not available at the student rate. However, you can add money to your Student Oyster Photocard to pay adult rate Oyster single fares, which are cheaper than paying cash single fares.

This offer is very popular among students as it works as one ticket for all modes of transport to travel anywhere in London. More details can be found at <http://www.tfl.gov.uk/tickets/14312.aspx>

Student Counselling

We at SIC do appreciate that, there may be a time when personal or study-related matters are troubling you. Whatever issues you may be facing, you can turn to an extensive range of formal and informal counselling and support for help and advice. Our dedicated and experienced staffs are more than happy to arrange a one-to-one session with you to discuss any issues with full confidentiality. We strive to provide our best to help you cope with the situation by providing practical advice and refer you to professionals for further help, as and when necessary.