

RNCM

ROYAL NORTHERN
COLLEGE of MUSIC

Preparing to Start at the RNCM

Joining Instructions for International Students 2012/2013

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WELCOME

Dear International Student,

We are looking forward to welcoming you to the Royal Northern College of Music in September.

You will be joining a dynamic community of creative people that prides itself on being at the forefront of best practice in teaching, research and performance. There are about 700 students at the RNCM of which over 200 are international representing over 50 countries. Teaching staff come from more than 20 countries.

As a student from overseas you will find that there are a number of sources of special support. Every effort is made to ensure you feel welcome.

So that you can get ready for coming to the RNCM and to ensure that you arrive in Manchester and at the RNCM fully prepared, we have put together this pack, which we hope you will find useful.

During your time at the RNCM, as the International Officer I will be available to answer any of your questions and queries. I will also be available to offer you the assistance necessary to ensure that you enjoy your time at College and have the best possible learning experience.

We look forward to welcoming you all to the College in September.

A handwritten signature in black ink that reads "Tatyana Yekimova".

Tatyana Yekimova

International Officer

Email: international@rncm.ac.uk

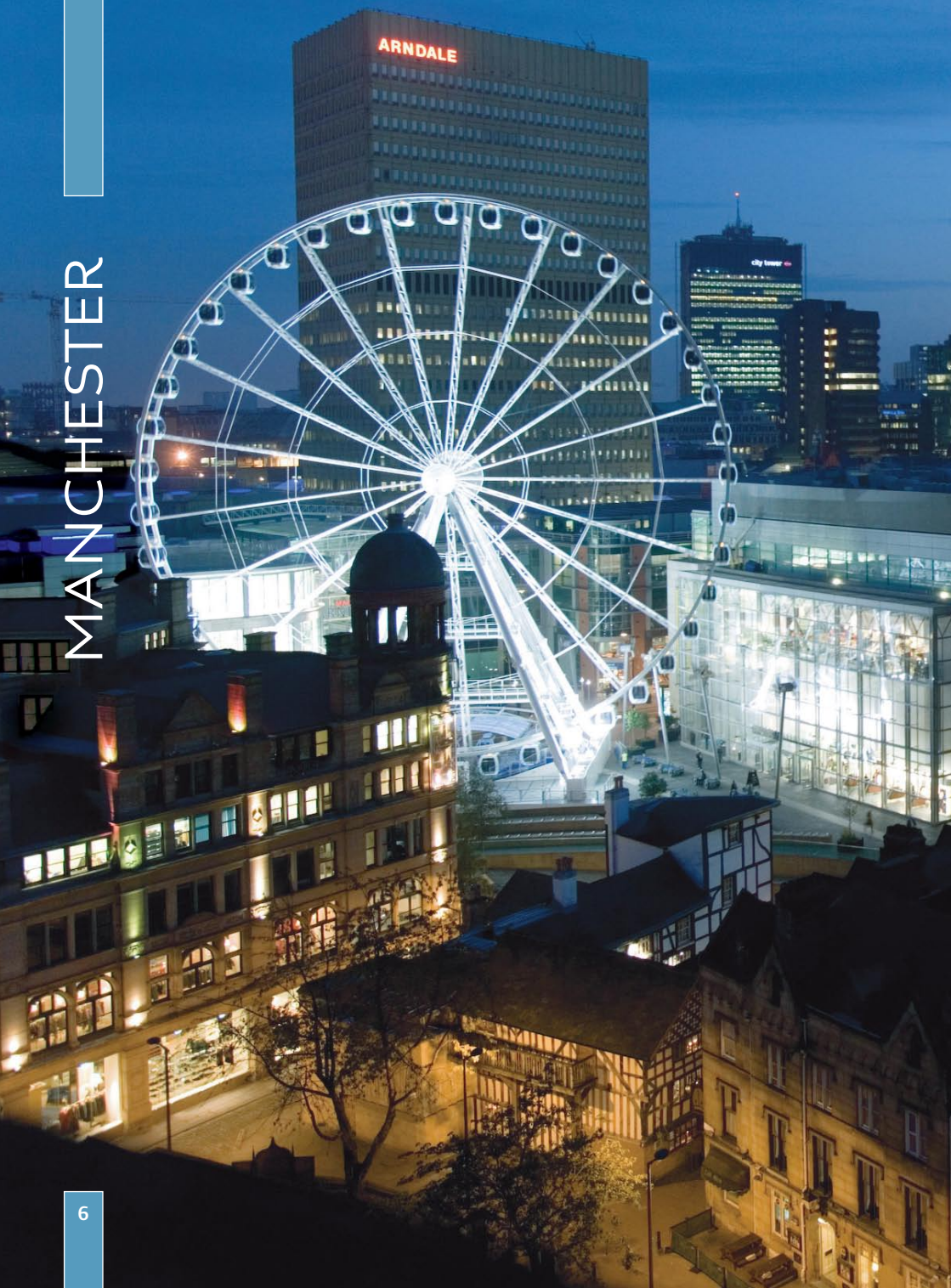
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“As a student from overseas you will find that there are a number of sources of special support. Every effort is made to ensure you feel welcome.”

Tatyana Yekimova



MANCHESTER



WELCOME TO MANCHESTER

Manchester is a city where there is always a new project or idea emerging. Energy, vitality, creativity, imagination: these are just some of the elements which combine to create, and constantly re-create, this vibrant city which thoroughly deserves its place as one of Europe's great cities.

Manchester was at the heart of the Industrial Revolution and its canals and grand buildings are testament to its wealth in Victorian times. Throughout the 20th century it remained a centre for industry and commerce. On this page and the next we have given you a few facts about Manchester, to try to begin to convey what makes it such an exhilarating place to live and study.

Architecture

Over the last ten years Manchester has been transformed into a 21st century city. From the soaring glass building that is Urbis, the new heart of Manchester's shopping district at Exchange Square, to the stunning metallic shards of Daniel Libeskind's Imperial War Museum at Salford Quays and the 48-storey Beetham Tower which houses the Hilton hotel and is the UK's tallest residential building.

24-hour city

Manchester is truly a city for 24-hour party people with top DJs and great club nights. Student nights take place at bars across the city, including at Deansgate Locks – a street of hip bars and clubs – and The Village, recognised for its vibrant night life.

Live music

Manchester is a city of live music. It has three professional orchestras the Hallé, BBC Philharmonic and Manchester Camerata and a superb international concert venue in the Bridgewater Hall. The RNCM itself is the other major classical music venue. But there's much more than that of course. You can see the latest bands and live acts, from the unsigned to the internationally famous, at one of Manchester's small live venues or the Manchester Evening News Arena. There is a thriving jazz circuit with live music nightly at venues such as Matt and Phreds.

Shopping

The city centre includes all the usual high street stores plus an upmarket concentration of designer outlets and Manchester's own Harvey Nichols and Selfridges. You will find more shopping opportunities at the nearby Trafford Centre, one of the largest regional shopping centres in the UK with over 230 stores under one roof. There is an extensive designer outlet village at Salford Quays by the Lowry Centre.

Culture

Manchester has more theatres than any English city outside London. The Royal Exchange, Contact, the Library Theatre and The Lowry present contemporary and traditional performances. The Palace Theatre and Opera House host West End Musicals. On a smaller scale there are three dedicated comedy venues. Manchester also has cinemas aplenty, including the Cornerhouse, close to the RNCM and home to art house films as well as



three galleries of contemporary art. Among the city's other art galleries and museums Manchester City Art Gallery houses one of the UK's finest art collections in spectacular surroundings. On Oxford Road is the Whitworth Art Gallery with its impressive range of prints, watercolours, sculptures, wallpapers, textiles and contemporary art.

Getting about

Manchester is at the centre of the most comprehensive motor and rail network in the UK. It is a major motorway hub and recent improvements on the West Coast mainline plus a rebuilt Piccadilly Station mean that rail travel to and from the city is now a pleasure. Getting about the city is easy, with 'the busiest bus route in Europe' running past the RNCM building, and trams to take you around the city. For more distant trips, the country's most popular airport is just a train or bus ride away.

Keeping fit

One of the city's most successful collaborative ventures was the 2002 Commonwealth Games. As ever, the RNCM was involved, providing music at the closing ceremony, beamed across the world. The Games left as their legacy first-rate indoor sports facilities across Manchester, including a splendid Aquatics Centre just across the road from the RNCM with pools, jacuzzi, sauna and gym, all with reduced rates for our students. From Manchester you can also easily get to some of the most beautiful walking and climbing countryside in the UK: the Lake and Peak Districts, the Pennines and Snowdonia.

Eating and drinking

Manchester's food and drink scene is one of the most lively in the UK and one in which you can take your pick from up to 30 different international cuisines. At the top end of the scale, Manchester offers first class restaurants and an ever-increasing community of world-class chefs. For some of the busiest, most popular and reasonably priced restaurants, you can't go wrong in Chinatown or Rusholme's Curry Mile.

Sport

Manchester is home to the world famous soccer team, Manchester United and its local rivals, Manchester City. The traditional summer game of cricket is played at Old Trafford, home to Lancashire County Cricket Club and host to many international test matches.



Visa

If you are not a national of the European Economic Area (Austria, Belgium, Bulgaria, Czech Republic, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Iceland, Liechtenstein and Norway) or Switzerland, you will need to apply for a visa (called ‘entry clearance’) in your home country before coming to the UK. Most applicants will need to apply for a ‘Tier 4 (General) Student’ visa,

You can apply for your visa online or in person at the nearest British diplomatic representation. Please see a list of countries where an online application can be made here: www.ukba.homeoffice.gov.uk/countries/online/where/?langname=null

For further guidance and advice, please contact the British Embassy in your country. Some guidance and information is also available from The UK Council for International Student Affairs: www.ukcisa.org.uk/student/immigration.php

The following UKCISA guidance notes may be particularly helpful for you:
www.ukcisa.org.uk/student/info_sheets/immigration_uk.php
www.ukcisa.org.uk/student/info_sheets/protect_t4_status.php

Before applying for your visa, you must obtain a Confirmation of Acceptance for Studies (CAS) number from RNCM. A CAS number can only be assigned to you if you have fulfilled all your entrance conditions and you hold an unconditional offer.

To obtain a CAS you are required to reconfirm your acceptance by email and request your CAS from Admissions (admissions@ncm.ac.uk). You will also need to attach a scanned image of your passport photograph page.

A guidance document for student visas ‘Tier 4 Policy Guidance’ can be found on the UK Border Agency’s website: www.ukba.homeoffice.gov.uk/visas-immigration/studying/adult-students/apply-outside-uk/

Before you submit your visa application, please make sure that you have all the required supporting documents listed in the guidance and that you fully understand the instructions on 'maintenance' or 'funds'.

Passport Control

When you arrive in England, you will need to pass through Immigration Control. It is important at this point that you have the following documents in your hand luggage ready for inspection:

- **Passport**
- **Visa (if required)**
- **Confirmation of Acceptance for Studies from the RNCM**
- **Evidence of financial support for your time at College e.g. entrance award letter from RNCM, bank statements**
- **Evidence of your accommodation in the UK e.g. Sir Charles Groves Hall contract**

After viewing all or some of these documents, the Immigration Officer should put an entry stamp in your passport. Please check that the date is correct. You will then have permission to stay in the UK until your entry clearance runs out. If your 'leave to remain' runs out before you have finished your course, you will need to apply for a visa extension. The International Officer at the RNCM can assist you with this if necessary.

If you are refused entry by the Immigration Officer and you had obtained entry clearance before arrival, you cannot be removed from the UK until your appeal has been heard. You can contact the RNCM for assistance and to confirm your student status at the College (0161 907 5337 during office hours) or contact the Immigration Advisory Service on 0844 974 4000 (from inside the UK) or +44 207 199 7790 (from outside the UK).

Delayed Luggage/Lost Luggage

If your luggage does not appear on the luggage carousel, it is important to follow these instructions:

- Wait at the luggage carousel until all the luggage from your flight has finished going round. Check the areas near the carousel - if you were delayed at immigration, then your luggage may have already been taken off the carousel and been put to one side.
- Go to the helpdesk / luggage enquiries / airline desk and tell the member of staff on duty that your luggage has not arrived. The baggage desk will need to see copies of your luggage receipts (these will have been stuck on your flight ticket), they will need a description of your luggage and need to know your new address in the UK so your bags can be sent on to you.
- You will then be given a lost luggage report - do not lose this. This will give a telephone number to contact if your luggage is not delivered at the new stated time and a lost luggage reference number to quote in any further correspondence. Do not leave the airport without following these steps otherwise it will be much more difficult to locate your luggage.



Travelling from Manchester airport to the city

When you arrive into Manchester airport you can take a taxi or a train to get into the city:

Taxi

As you come out of the terminal, you will see outside a rank of taxis (black cabs), the taxi ride to the city centre will take about 20 minutes and will cost approximately £20.

Train

Trains from the airport to the city run every 15 minutes. You can check the timetable here: www.nationalrail.co.uk

The train journey takes 20 minutes and costs just a few pounds. The closest station to RNCM and Sir Charles Groves Hall of Residence is called Oxford Road station.

Bus

Bus services 43 or 105 will take you to the city centre. The journey will take approximately one hour.

In your pack you will find a map of Manchester which will help you find your way around the city.

If you have any further questions, please contact international@rncm.ac.uk

You should have arranged your accommodation for your time at the RNCM. If you haven't, and you would like to have a room at the Sir Charles Groves Hall of Residence, please contact Christopher Yates at c.yates@libertyliving.co.uk.

Here is some further information about the accommodation choices you may have made:

The Sir Charles Groves Hall of Residence

The Halls are situated right next door to the main College building. The building was opened in 2001. The facilities are modern and include 24-hour security.

Facilities

The Sir Charles Groves Hall of Residence has 614 rooms in total, of which 316 are set aside for RNCM students. Every single room is equipped with en-suite facilities, internet access and telephone. The benefit of staying in this accommodation is that you can practise your instrument in your room between the hours of 0900 to 2100, and the Hall's proximity to the College means that you can return there in-between lessons and rehearsals. The cluster rooms are arranged in flats of four rooms, with each flat having a fully equipped lounge/kitchen and a TV aerial point. Larger studios are also available. However, these are available on a 51 week let only. Communal facilities include a student common room with widescreen TV and a pool table, a launderette exclusively for the use of RNCM students, and a courtyard garden. The building is covered by 24-hour security, CCTV and swipe card access. Insurance cover up to £4,000 (additional may be required for instruments) is all part of the package.

Items included in a flat

- All cutlery, plates and cooking utensils
- All saucepans, cooking pots and baking trays
- All glasses and mugs
- Toaster
- Kettle
- Microwave
- Iron

Items not included in a flat

which you may want to bring with you from home

- Pillows
- Duvet
- Duvet covers and sheets
- Towels



If you are unable to bring any of these items with you, they can be easily purchased in Manchester. You can take the numbers 85 & 86 buses from outside the Business School (opposite the Halls) to Argos or Asda, where many household items can be bought. Or you can take the bus into the town centre, where shops like Primark sell inexpensive household goods.

Support

Welfare and pastoral care systems are in place for RNCM students resident in the Halls, overseen by the Deputy Academic Registrar and the Student Support and Welfare Administrator, with the assistance of two student residents. Contact welfare@rncm.ac.uk if you need more information.

Management of the Hall of Residence

The Hall is the direct responsibility of Liberty Living Plc, which is a special purpose company responsible for the management and operation of the building. The RNCM works in partnership with Liberty Living to monitor performance, service delivery, and ensure customer satisfaction through its Liaison Committee.

Private Accommodation

If you have not taken a place in Sir Charles Groves Halls, you should have arranged alternative accommodation. If you need assistance on finding rented accommodation, please contact Jane Gray, the Student Support and Welfare Administrator. Jane's contact details are telephone +44 (0)161 907 5219 or email: welfare@rncm.ac.uk.

It is important to remember that rents can range from £55-£100 per week, but on top there are extras to consider such as heating, lighting, and water. Before signing any rental contracts it is vital to check if amenities such as these are included in the rent or not.

When renting you should also be clear if you are renting a furnished or unfurnished property. Even with furnished properties, sometimes crockery and cooking equipment may not be included, so remember to check with the landlord or letting agency.



RNCM has a choice of catering outlets on site: Brodsky, The Café and The Concert Bar. We serve freshly ground coffee, tea, soft and alcoholic drinks, hot and cold lunches and freshly prepared dinners.

Students get a discount in Brodsky of up to 30% off the published menu prices and 20% discount on most items in the Café.

You can use a pre-paid Eat@rncm card at our catering outlets, which allows you to buy food and refreshments without the need to carry cash.

Opening times:

Brodsky

Monday to Friday, 11.30am to 8.00pm

Saturday, 5.00pm to 7.30pm

The Café

Monday to Friday, 8.00am to the end of the evening concert interval,

Saturday, 8.00am – 3.30pm and 6.00pm to the end of the evening concert interval

The Concert Bar

Monday to Saturday, open from 5.00pm each evening

Travel

As with taking any overseas journey, it is important that you take out travel insurance before you leave home to cover you on your journey to the UK and Manchester. This travel insurance is important in case your journey is delayed or if you encounter any medical emergencies on your journey. Travel insurance should also cover you in the event of losing or mislaying any of your baggage or personal items during your journey.

Personal

For students staying in the Sir Charles Groves Halls, personal insurance of up to £4,000 is included in the package. If your instrument requires additional insurance it is your own responsibility to arrange this. Students not living in the Halls should arrange their own personal insurance.

Health

All overseas students, during their time at the RNCM will be covered by the National Health Service for medical treatment; however, medicines prescribed by a doctor do have to be paid for.

Students should register with a UK doctor soon after their arrival at College. Students staying at the Sir Charles Groves Halls can register with the Boundary Lane Practice, which is just across the road from the Halls.

Documentation Needed to Open a Bank Account

Once you arrive in the UK, you may want to open a bank account. You will need to take the following documentation with you to the bank you have chosen;

- a) Your passport and student visa
- b) A letter from the RNCM confirming that you have registered at the College (This can be obtained from the Student Enquiries desk in the Academic Registry office.)

What Is The Best Way To Bring Money Into the UK?

The safest way to bring money with you from home to the UK, is to ask your bank to give you a cheque in sterling (UK pounds) drawn on a London bank. Once you have opened your new UK bank account, you will be able to pay this cheque in. It is important to be aware that it could take about five working days for this money to clear and be available in your new bank account.

A Basic Bank Account

Once you have opened your basic bank account, you will be able to pay money in and take money out. You can also pay bills by direct debit and standing orders, as long as you have the necessary money available in your account. Your new bank will issue you with a cash card. This will allow you to withdraw money from cash machines all over the country, depending on the type of account you choose. There is no minimum amount required to open a basic bank account. If you have a large amount of money to deposit the bank will probably recommend that you open a savings account.

Locations of Banks Close to the RNCM

Barclays Bank – 320-322 Oxford Road

Lloyds TSB – 324-326 Oxford Road

HSBC – 348-350 Oxford Road

Royal Bank of Scotland/Natwest – Manchester University Precinct

There is a cash machine on the ground floor of RNCM. There is a charge of £1.00 for withdrawing cash. On the page opposite there is a table detailing some of the banks and accounts available to you.

Bank	Name of Account	Cash Card	Card Type	Fee
Barclays	Cashcard Account	✓	Visa debit	None
Halifax	Current Account	✓	Visa debit	None
HSBC	Bank Account (for under 24's)	✓	Visa debit	None
HSBC	Passport Account	✓	Visa debit	£8 per month
Lloyds TSB	Classic account	✓	Visa debit	£8 per month
Lloyds TSB	Silver Account*	✓	Visa debit	£9.95 per month
Natwest	Basic Account	✓	Visa debit	£6.95 per month
Natwest	Select Silver Account*	✓	Visa debit	£8 per month
Royal Bank of Scotland	Basic Account	✓	Visa debit	None
Royal Bank of Scotland	Select Silver Account*	✓	Visa debit	£8 per month

*Benefits package available

Especially for new international students the RNCM holds an International Induction and Registration from Wednesday 12th to Friday 14th September 2012, which all new international students are required to attend. This is the week before the main College Registration week, which starts on 17th September 2012.

The programme of events will include introductions to Manchester, the College and its Information Technology and library facilities. These introductions will be run in smaller groups, and for those whose first language is not English, at a slower pace than those held during the main Registration week. This will allow students who are new to the UK to fully understand College procedures. This will then aid you in your studies.

English language tests will also be held for all students whose first language is not English. This will enable the RNCM to provide the correct level of English language support over the duration of your course.

The main RNCM Registration week is very busy and there is a great deal of new information to absorb. By attending the compulsory International Induction and Registration, you will not be so busy during the main Registration week, making it easier for you to settle into your new life at the RNCM.

On the next page you will find a proposed timetable of events for the International Induction and Registration.

Please email us by **27th July 2012** at international@rncm.ac.uk to confirm your attendance for the International Induction and Registration.

For students who have secured a place at the Sir Charles Groves Hall of Residence, it may be possible for you to move in from 10th September, subject to availability of rooms upon request. This will cost an additional £115.50 per week, above the first terms rent quoted in the contract. To arrange this please email sircharlesgroveshall@libertyliving.co.uk or call +44 (0) 161 2769314 by 27th July 2012.

If you have any queries about International Induction and Registration please contact the International Administrator, Nula Mathers at international@rncm.ac.uk.

International Student Induction 12-14 September 2012

Proposed timetable of events

Wednesday 12 September

10.00am – 11.00am	Welcome talk
11.00am – 12.00pm	College tour
12.00pm – 1.00pm	College tour
1.00pm – 5.30pm	Registration
2.00pm – 5.00pm	Manchester city centre tours
5.30pm	Tea/Coffee at Sir Charles Groves Halls of residence with other RNCM students

Thursday 13 September

10.00am – 10.45am	IT induction/Room booking procedure
11.30am – 1.00pm	Talk and lunch at Manchester International Society
1.00pm – 5.30pm	Registration
1.00pm – 5.00pm	Manchester city centre tour/Police registration
6.00pm – 8.00pm	International Student Reception

Friday 14 September

10.00am – 10.30am	Presentation from Barclays Bank
10.30am onwards	Opportunities to open a Barclays Bank Account in College throughout the rest of the day
11.00am – 12.30pm	Library inductions
1.00pm – 5.30pm	Library inductions
1.00pm – 3.00pm	English test
3.00pm – 5.00pm	English test
Evening	Entertainment with other RNCM students

In order to register at the RNCM, you will need to provide a number of documents. They are

- **Original of IELTS certificate.** (English language competency certificate) or RNCM approved equivalents such as University of Cambridge ESOL examinations, Pitman ESOL or TOEFL.

For the Undergraduate Programme, you will need an IELTS score of 5.5 or above
For the Postgraduate Diploma, you will need an IELTS score of 6.0 or above.
For the two-year MMus, you will need an IELTS score of 6.5 overall and 6.5 in writing.
For the one-year MMus or MPhil/PhD, you will need an IELTS score of 7.0 overall and 7.0 in writing.

In addition to the above scores, you must ensure you score no less than IELTS 5.5 in any component of the test.

IELTS test centres are run by British Council, IELTS Australia and IELTS International (for the USA). Most centres are British Council offices, IELTS Australia offices or universities/language schools. There are currently more than 400 IELTS test centres in over 120 countries world-wide. A number of IELTS test centres also offer off-site testing, increasing availability to over 150 countries.

To find your local IELTS test centre you should visit the IELTS website at www.ielts.org and look at the section titled Test Takers. There are 2 types of IELTS test, Academic and General. The RNCM requires applicants to take the Academic test.

It is important to be aware that once you have sat the IELTS test, the results will take 13 working days to be issued. You should therefore take the test well in advance of your start date at RNCM to ensure you have fulfilled the conditions of your offer, and to ensure that you have the certificate at Registration.

Other language exams are also available, for example Pearson's www.pearsonpte.com/TestMe/Pages/TestMe.aspx or TOEFL www.ets.org/toefl/register.



If you have taken a language test and have not reached the score required for entry onto your course, it is important that you contact us so we that we can discuss the next steps with you.

• **Details of Your Educational Background**

All students starting a new course at the RNCM will be asked to provide original copies of their educational certificates at Registration.

Undergraduate Programme – Entrants should have passes at GCE A Level (A2) in a minimum of two subjects and passes in three different subjects at GCSE level (grades A, B, or C) or acceptable equivalents.

Postgraduate Programmes - Entrants must hold a Bachelors degree with Honours, or equivalent.

If your certificates are not in English, at Registration you must also provide a certified English translation.

Please note if you arrive at Registration without evidence of your English language ability or without your educational certificates, you will not be able to register on your course at RNCM.

Advice and Assistance

If you have any difficulties complying with the above requirements, please Admissions (admissions@rncm.ac.uk) for assistance and advice.

Following the meeting of the Finance Committee held on 8 February 2012, the following Tuition Fees were approved for the Academic Year 2012/13:

Home and E C Students

Undergraduate/GRNCM/FDA: new fee regime	£9,000
Postgraduate Diploma (<i>except Vocal</i>)	£7,400
Postgraduate Masters 2 years (<i>except Vocal</i>)	<i>per annum</i> £7,400
Postgraduate Masters 1 year (<i>except Vocal</i>)	£8,900
Postgraduate Diploma (<i>Vocal</i>)	£8,000
Postgraduate Masters 2 years (<i>Vocal</i>)	<i>per annum</i> £8,000
Postgraduate Masters 1 year (<i>Vocal</i>)	£9,500

Overseas Students and Isle of Man/Channel Island Students

Undergraduate/GRNCM/FDA/PG Diploma (<i>except Vocal</i>)	£15,400
Postgraduate Masters 2 years (<i>except Vocal</i>)	<i>per annum</i> £15,400
Postgraduate Masters 1 year (<i>except Vocal</i>)	£19,700
Undergraduate (<i>Vocal</i>)	£16,100
Postgraduate Diploma (<i>Vocal</i>)	£16,100
Postgraduate Masters 2 years (<i>Vocal</i>)	<i>per annum</i> £16,100
Postgraduate Masters 1 year (<i>Vocal</i>)	£20,400

All students

Strings Leadership Course	£6,500
International Artist Diploma	£8,400
Postgraduate Master of Performance	£22,000

PhD students

Full-time UK and EU	£5,000
Part-time UK and EU	£2,500
Full-time Overseas	£11,000
Part-time Overseas	£5,500

Late Registration/Late Payment Fee

£50

International Induction and Registration	12 – 14 September 2012
Main Registration Week	17 – 21 September 2012
Autumn Term	24 September – 16 December 2012
Spring Term	7 January – 28 March 2013
(Mid-year Recess	18 February – 24 February 2013)
(Easter Day	31 March 2013)
Summer Term	22 April – 7 July 2013



Checklist for departing for the UK

- Visa for your period of study in the UK (if you are from outside the EEA)
- Passport
- Your letter of acceptance from the RNCM
- Evidence of financial support (for example, bank statements)
- Travel tickets
- Credit cards
- Cash/Travellers Cheques – enough for the first month or two
- Insurance: Travel, Health & Personal
- Your English language evidence (e.g. original IELTS or TOEFL certificates)
- Original copies of your educational certificates (and official translations if necessary)
- Certificate from a police station or government to prove you do not have any criminal convictions translated into or issued in English (UK equivalent of Criminal Record Bureau clearance)
- Clothes/shoes
- Bed linen/crockery etc (if required – see section titled Accommodation)
- Your accommodation address in the UK
- Details of the travel arrangements to get to your accommodation
- Your musical instrument!
(If you are flying to the UK, you may need to book an extra seat (even for a fairly small instrument) if you do not want it to go in the hold – please check the hand luggage specifications of your airline.)

Items for Registration

You are required to bring the following certificates and I.D. documents with you when you register at the college:

- GCSE's, 'A' levels, Scottish Highers/Advanced Highers, or equivalent (Undergraduates only)
- Degrees or Diplomas (Postgraduates only)
- Confirmation of meeting the conditions of acceptance (if not noted above)
- Photographic I.D. and proof of your home address; i.e. passport or driving licence
- Proof of your English Language Level, i.e. IELTS Certificate or equivalent or other official recognised exam certificates

These will enable us to ensure that you hold the necessary qualifications for the course of study you are entering.

If you have not received your certificates in time for registration, please bring an official confirmation of results (such as final transcripts or an official letter from your current institution). Failure to do this will mean that you will not be fully registered with the College.



RNCM

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