Frequently asked questions

**In-sessional courses** in academic English exist to support international students who have already registered on an academic programme at this University. Students register by completing an online diagnostic test administered by the ULC and these courses are free of charge to the student. They are not open to the public. Students are not formally assessed and certificates of attendance are not issued.

**How do I apply / register for in-sessional courses?**
You do not need to make a formal application for in-sessional classes. In order to register for Academic Support Programmes (which include in-sessional classes), you need to complete an online diagnostic test. Details can be found at [www.ulc.manchester.ac.uk/english/academicsupport/testing-service](http://www.ulc.manchester.ac.uk/english/academicsupport/testing-service).

**How do I join in-sessional courses (Semester 1)?**
In semester 1, all students should visit the courses pages to view timetable information. Timetables will be available in early September, but students are asked to 'express interest' by following links available next to individual class timetables. These will not be available until the end of September. Visit [www.ulc.manchester.ac.uk/english/academicsupport/courses](http://www.ulc.manchester.ac.uk/english/academicsupport/courses) for class timetables, course outlines and updates on how and when to express interest in joining classes. Classes normally start in the second week of October, and by expressing interest you are request a place in a class. You should wait to hear from the ULC by email – the email will advise you the date you can join classes.

You must sign the attendance sheet circulated at each class you attend.

**How do I join in-sessional courses (Semester 2)?**
In semester 2, you do not need to do anything. Simply go to the class(es) of your choice and be sure to sign the attendance sheet circulated each time. The class timetables will be updated and available online by mid-January and classes commence in late January/early February. If you have attended in semester 1, please do check these timetables as timings and venues may have changed.

**What happens if I express interest in a class which is already full?**
The reason we ask students to express interest is to monitor the demand for classes and control the number of students attending in the first couple of weeks of classes, in semester 1. Classes are always in very high demand since students are unsure what support they need, or whether our classes are appropriate to their needs.

By expressing interest, you will automatically be added to a waiting list and will be informed when to start attending classes. Please ensure you enter your university email address and that you enter it correctly otherwise email updates may fail when we try to email you.

If you do not hear about your place for a couple of weeks, do not be concerned. It doesn't matter if you miss the first one or two weeks of classes. These courses are very flexible and a new topic will be covered each week.

**Do I have to pay for in-sessional courses?**
No, in-sessional courses are free of charge to all University of Manchester students.

**Where can I find timetable information?**
Printed timetable information is available in Samuel Alexander Building, South Wing, lower ground floor (opposite LG7.1) and is available online at: [http://www.ulc.manchester.ac.uk/english/academicsupport/courses](http://www.ulc.manchester.ac.uk/english/academicsupport/courses) (course timetables will be available in semester 1 from the beginning of September, and in semester 2 in mid January).

**How many in-sessional classes do I need to attend?**
We timetable a number of classes for each course each week to allow the maximum number of students to fit class attendance in with their academic commitments. You only need to go to one class per course (academic writing, academic speaking and listening, grammar, pronunciation) per
week. You do not need to attend all 4 courses, but if you choose to, you will attend 5 hours of classes per week in total.

Does it matter if I vary class attendance to fit in with my academic work (eg, go to Monday academic writing one week and to Thursday academic writing during other weeks)?
No, there is no problem if you find that you have to change the class you attend; we understand that our students have many and varying academic commitments throughout the teaching session.

**Will I lose my place on the course if I miss the first class?**
No, do not worry, your place is secure. If you do miss any classes it does not matter, since each week a new topic/language point will be covered. At the beginning of semester 1, classes are very busy. So, if you do not get a place straightaway don't worry. You will get a place eventually. In the meantime, you can access online resources to help you with your language skills.

**Can I do in-sessional courses even if I have not been recommended to do so?**
Yes, you can. However, during the first two or three weeks of the academic year, we have to prioritise those students who have received a strong recommendation based on their test result or Pre-sessional course transfer report to attend. If you have not received a recommendation, we would ask you to wait a couple of weeks until numbers settle in classes. This will allow those with recommendations to sign up to and attend the classes they need the most.

**Will I earn any credits / get a certificate for attending in-sessional courses?**
No, in-sessional courses are a support service and are not formally assessed. Certificates of attendance are not issued, although we must keep a log of student attendance for statistical purposes and to inform school administrators/personal tutors of attendance, should they require this information.

**Are there any Mathematics-specific courses in English?**
Yes, please ask at the Teaching and Learning Office Main Reception

**Can I start in-sessional courses before completing the online diagnostic test?**
At the beginning of the academic year, students are advised to complete an online diagnostic test (in late September or early October) before starting in-sessional classes -as this is the registration process for in-sessional classes. If students arrive late, it is still possible to take this test as it is available online throughout the academic year. Students can take this test as soon as they have their student username and password and should follow the links online at www.ulc.manchester.ac.uk/english/academicsupport/testing-service

**Do classes continue throughout reading week?**
Yes. Classes also run from October to Easter, and a limited number of classes from April to the end of June, each academic year (with the usual breaks for Christmas, Easter and the summer vacation). Timetables will always be updated on our website ahead of the new term.