



WELCOME TO THE UNIVERSITY OF MAURITIUS



THANK YOU FOR CHOOSING THE UNIVERSITY OF MAURITIUS (UoM) TO STUDY/UNDERGO PLACEMENT OR INTERNSHIP ON A SHORT-TERM BASIS

To help you get started, you will find below a checklist of the procedures to be followed before and upon your arrival at the University of Mauritius:

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Academic Calendar

The Calendar of Major Activities 2022/2023 can be accessed at the following links:

(i) LCCS

<https://www.uom.ac.mu/images/FILES/AcademicCalendar/2022-2023/Annex1LCCS.pdf>

(ii) Non-LCCS/BEng Programmes and Professional Programmes

<https://www.uom.ac.mu/images/FILES/AcademicCalendar/2022-2023/Annex2NonLCCS.pdf>

For students who wish to enrol on a **full-time** programme (3-4 years), please note that the call for applications is normally advertised on the University website:

<https://www.uom.ac.mu/index.php/study-at-uom/prospective-students/admissions-2022-2023/international-applicants>

Students should consult same and submit their Online Applications. The **Admissions and Student Records Office (ASRO)** is responsible for coordinating the University's enrolment of students wishing to study on full-time programmes. You can send an e-mail to admission@uom.ac.mu for further enquiries.

Before Arriving

The Student Welfare Office (SWO)

The Office provides on-campus assistance, advice and support to international exchange students coming to the University. It liaises with Faculties/Centres and makes arrangements for those international students who come for a semester or a year to study modules, write a dissertation, carry out research or undergo placement/internship. It also provides assistance with regard to visa/residence permit for international students coming to the University on a short-term basis.

Students wishing to study modules or to write a dissertation on a short-term basis:

- Students are advised to consult the University Website www.uom.ac.mu to make a choice of modules they wish to study. Undergraduate students may study 3-5 modules for **one semester** and should cover a maximum of either 15 UoM credits or 30 LCCS credits (*as applicable*).

Students may wish to study modules at Postgraduate level as well.

- The following documents must be submitted at the time of application:
 - An official request expressing your wish to study at the University and specifying for which semester(s);
 - A list of modules/title of dissertation you wish to study at the University;
 - Certified copies of your educational certificates and University transcripts (duly translated in English);
 - A copy of your Curriculum Vitae;
 - Either a signed recommendation letter bearing the seal from your University and specifying the period of study or a tripartite agreement (*if any*); and
- vi. Students not possessing a recognised qualification in English Language should provide evidence of proficiency in same, e.g. TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or other similar tests or **any other evidence** of Proficiency in English Language that you may possess.

NOTE: Overseas students from 12 year schooling systems may be required to sit for SAT (Scholastic Aptitude Test)

- The University of Mauritius is currently on the yearly system. Therefore, for studying a yearly module for one semester, a student will be awarded **half** the number of credits, the module carries.
- Students joining in Semester II of an academic year and who wish to study yearly modules (taught over two(2) semesters), the onus will be on the student to catch up with the missed lectures held in Semester I.

- The medium of teaching is English, but some modules are taught in French.

Equivalence of UoM and LCCS credits to ECTS, UK and US Credits:

1 UoM credit = 2 LCCS credits = 1 US credit
= 4 UK credits = 2 ECTS credits

You may also wish to browse the following link for further information regarding programme structure and credit system.

https://www.uom.ac.mu/images/FILES/Regulations/2022_2023/chap2.pdf

- Students are kindly requested to provide details regarding any major physical disability/handicap that may affect them during their studies in view of ensuring that existing infrastructure and facilities available at the University are sufficiently adequate.

Students wishing to undergo placement/internship on a short-term basis:

Important Note: All prospective international students requesting to undergo an internship/placement should mandatorily fill-in the UoM Internship Agreement in consultation with Supervisor/s and submit same to the latter at least three(3) months **prior** to the proposed starting date of the said internship for onward transmission to the respective statutory committees for approval. Without the duly signed Internship Agreement, the letter of offer will not be issued.

The following documents must be submitted at the time of application:

- i. An official request expressing your wish to study at the University and specifying the period of study;
- ii. The title of your project and relevant details pertaining to same;
- iii. A copy of your Curriculum Vitae;
- iv. Certified copies of your educational certificates and University transcripts (duly translated in English);
- v. Either a signed recommendation letter bearing the seal from your University and specifying the period of study or a tripartite agreement (*if any*); and

Note: *In the event that a tripartite agreement from your University should also be filled, same should be submitted to the Supervisor at least three(3) months prior to the proposed starting date of the internship for signature by the University Authorities. Without the duly signed agreement, the letter of offer will not be issued.*

- vi. Students not possessing a recognised qualification in English Language, should provide evidence of proficiency in same, e.g. TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), or other similar tests or **any other evidence** of Proficiency in English Language that you may possess.

NOTE: *Overseas students from 12 year schooling systems may be required to sit for SAT (Scholastic Aptitude Test)*

- vii. Students are kindly requested to provide details regarding any major physical disability/ handicap that may affect them during their placement/internship in view of ensuring that existing infrastructure and facilities available at the University are sufficiently adequate.

Non-availability of Scholarship/financial aid

- International students should be prepared to finance the entire period of proposed study from personal funds or funds from other sources, as the University does not provide any scholarship/financial aid to students coming on a short-term basis.

Issue of the letter of offer:

- Upon receipt of the above-mentioned documents, the SWO will forward the student's application to the Dean of the relevant Faculty for recommendations.
- For a student who wishes to study modules or write a dissertation on a short-term basis, the Dean of Faculty will confirm whether the chosen modules will be on offer during the semester(s) and whether the student may be admitted on the basis of his/her qualifications.
- For a student who wishes to undergo placement/internship on a short-term basis, the Dean of Faculty will confirm whether the student may be admitted on the basis of his/her qualifications and will assign a supervisor to the student.
- A student may personally contact a Project Supervisor and inform the SWO accordingly which will then communicate same to the Dean of Faculty.
- The SWO will inform the student of the Dean's decision via email and in case of a positive reply and upon receipt of the duly signed Internship Agreement/s (*where applicable*), a letter of offer will then be issued to the student.
- The letter of offer will specify **either** the modules chosen **or** the title of the dissertation/project (*as appropriate*) and **the applicable University fees**. Upon receipt of the letter of offer, the student must confirm whether s/he is agreeable to the University fees.

Fees to be charged to students coming to study on a short term basis at the University of Mauritius

- You may wish to browse the following link for further information:

https://www.uom.ac.mu/images/FILES/Regulations/2022_2023/chap14.pdf (Section 14.4)

Payment of University Fees:

Payment of University fees should be made prior to your arrival in Mauritius, by bank transfer on the bank account of the University of Mauritius, which will be provided in your letter of offer.

You will have to provide evidence of payment of full fees from your bank (including your full name, the amount credited to our account and the date) by emailing us a scanned copy of same on: intstupayst@uom.ac.mu

Please note that it is only upon payment of the University fees that candidates will be issued their student visa for entry in Mauritius. However, if the candidate does not obtain a visa from the Passport and Immigration Office, s/he will be refunded total fees paid excluding Application Fee.

Application for Visa/Residence Permit:

All students should submit the following documents [**duly translated in English or French (as applicable)**] for application for visa/residence permit:

- i. **A signed letter to confirm acceptance of the offer;**
- ii. **The form 'Application to enter Mauritius' (enclosed in the letter of offer) duly filled and signed;**
- iii. **Two recent passport-size photographs of the applicant(s);**
- iv. **A recent and detailed Bank Statement showing the last six(6) months transactions bearing the original signature of the Bank Officer (not the digitalised signature) and the original seal of the Bank, as evidence of adequate funds to meet the costs of stay and studies in Mauritius;**
- v. **A letter of sponsorship from parents or guardian, copy of ID or passport of parents or guardian;**
- vi. **A recent medical certificate attesting that they are free from any contagious or infectious disease;**
- vii. **A recent and detailed medical report from the Country of Origin (bearing the original signature and original seal of the Doctor) prior to their arrival in Mauritius, for HIV, Hepatitis B and Chest X-Ray (Note: the reports should clearly mention that the HIV and Hepatitis B tests are negative and the chest is clear);**
- viii. **A statement undertaking that s/he will not engage in gainful activities during the period of his/her studies;**
- ix. **A signed recommendation letter bearing the original seal from your University and specifying the period of study (you can either submit the same recommendation letter submitted at the time of application or a tripartite agreement);**
- x. **Photocopy of bio data page of their passports valid beyond stay; and**
- xi. **A signed letter from the landlord specifying the name of the student, the period of stay, the address of the accommodation together with a copy of the National Identity card of the landlord and a recent copy of the utility bill of the accommodation.**

Note:

- *Original letter should be sent by landlord by post to the Student Welfare Office, University of Mauritius;*
- *The accommodation should be booked for the whole duration of their stay in Mauritius; and*
- *If the student is unable to provide a residential address, s/he will not clear immigration requirements and it will be difficult to leave the airport.*

Please note that the original documents from (i) to (ix) should be sent by courier delivery, while the other remaining documents can be sent by email. However, students may send all the documents by email first for verification purposes.

The above-mentioned documents should be submitted well in advance (at least **2-3 months** prior to the student's arrival) and same will be sent to the Passport and Immigration Office (PIO) for approval. If all documents are in order, the PIO will then issue a Visa/Residence Permit within one month and the SWO will scan and send it via email to the student. The document must be produced to the Immigration Control Officer upon arrival to Mauritius in order to facilitate immigration clearance.

Note: *Unless the documents are duly submitted within the prescribed deadlines, the issue of entry visa and residence permit may be delayed leading to an eventual new booking of air-ticket and postponement of the study visit. Therefore, it is strongly recommended not to book your flight until it is confirmed that all visa documents are in order.*

Prospective students/trainees should only travel to Mauritius after the obtention of their student visa/Residence Permit.

Note: In the event that they arrive in Mauritius with a tourist visa, they should mandatorily leave the Mauritian territory before the PIO will process their student visa applications.

Accommodation

As the University is non-residential, students will have to make their accommodation arrangements. A list of accommodation providers is available upon request. International students will need approximately **14,000 to 17,000 Mauritian Rupees** per month for accommodation and living expenses.

Arriving at UoM



Registration Formalities

Upon your arrival at the University, you should call at the Student Welfare Office to collect the original copy of your Visa/Residence Permit. You will then be required to call at the Admissions and Student Records Office (ASRO) to complete registration formalities. You should produce the evidence of payment of fees (*where applicable*) from your bank (in original copy) together with two (2) recent passport-size photographs of yourself.

NOTE: Your attention is drawn to the fact that unless you have completed all registration formalities at ASRO, you will not be allowed to study or undergo placement at the University of Mauritius.

Before programmes start in the first semester, all students are requested to attend Induction Sessions at the University.

NOTE: ***After*** their arrival in Mauritius, students coming on short-term study/placement **exceeding six(6) months**, will have to undergo a test for HIV, Hepatitis B and a Chest X-ray at any private medical laboratory/clinic/hospital. The tests results and Chest X-ray report should be submitted to the Student Welfare Office not later than three (3) weeks after their arrival for onward transmission to the Passport and Immigration Office.

University Regulations

Students are strongly advised to consult the University Regulations on the link below:

<https://www.uom.ac.mu/index.php/study-at-uom/regulations/undergraduate-postgraduate>

The onus will be on the students to be fully conversant with the University Regulations and to strictly abide by same.

NOTE: All registered students of the University are bound to abide by the prevailing University Statutes, Rules and Regulations.

Medical Insurance

All registered students of the University of Mauritius benefit from a 24/7 Personal Accident Cover. However, international students may wish to take a health insurance cover for their stay in Mauritius.

About the University of Mauritius and Campus Facilities



The University became operational in June 1968 and started with the College of Agriculture. It has gradually expanded into seven Faculties: Agriculture; Engineering; Information, Communication and Digital Technologies; Law & Management; Medicine and Health Sciences; Science; and Social Sciences & Humanities. The University also consists of the following Centres/Offices: the Centre for Biomedical and Biomaterials Research (CBBR), the Centre for Innovative and Lifelong Learning (CILL), the Centre for Information Technology and Systems (CITS), the Confucius Institute, the Centre for Research on Slavery and Indenture (CRSI), the Doctoral School, the Registrar's Office, the Human Resources Office, the International Affairs Office, the Knowledge Transfer Office, the Quality Assurance Office and the University of Arizona Micro-Campus at UoM. The University of Mauritius is located in Réduit, a small locality in the heart of Mauritius, the new educational hub of the Island and renowned for its historical buildings and its green environment.

▪ Campus Facilities

- Public Relations Office
- Library
- University Canteen
- IT Laboratories & Wifi
- Sports Unit & Gym Facilities
- First Aid Post
- Finance Section/Pay online
- Safety & Health (Intranet)

The Students' Union



The Students' Union is the official organisation of the students of the University. It was established in 1971 and is run by and for the students. It offers a wide range of extra-curricular activities. All students are members as the membership fee is included in the registration fees.

Further information about the University of Mauritius can be found on the UoM website: www.uom.ac.mu

For all other queries, please find below our contact details:

✉ Address: Student Welfare Office
Room 7.14, 7th Floor
Academic Complex Tower Block
University of Mauritius
Réduit, 80837
Republic of Mauritius

☎ Tel: 403-7421

☎ Fax: 454-9642

✉ E-mail: enquiry_international@uom.ac.mu

Contact Persons:

Mrs P TSE RAI WAI, Assistant Registrar
Mrs B W HOSSENBACCUS, Administrative Officer
Mrs S MUTTUR, Senior Executive Assistant
Mrs S KOMUL, Executive Assistant

27 October 2022
SM/SK/BWH/TRW/sg