

“ I need a year out ”

How to...

Intercalate

1.

Intercalation is otherwise known as a suspension of studies, and can be for a number of reasons: medical, caring responsibilities, financial etc. In the majority of cases, the Intercalation lasts until the next Academic Year.

2.

Make an appointment to see your Academic Coordinator/Course Leader to discuss your thoughts or issues. You should also contact Student Advice on how your Student Finance might be affected by intercalation. Their email is studentadvice@bishop.ac.uk

3.

Fill out an “Application to Intercalate” form found on the Governance section of the BGU website. This should be handed in to the Quality Assurance and Student Administration Office or by email to qasd@bishopg.ac.uk

4.

You will be notified of the decision made on the intercalation request by the Student Administration team. If you intercalate, this may mean some of your finance may need to be repaid immediately. Contact Student Advice if you require further information on this.