





The University is committed to supporting Undergraduate (UG) and Postgraduate Taught (PGT) students who wish to transfer between campuses. The policy primarily addresses academic considerations related to transfers, while practical matters such as applications, visa requirements, accommodation, and tuition fees are outlined on the [Go Global site](#).

## General Principles of Transfers

			
Actively encouraged by the University	Permitted where programme learning outcomes and progression requirements align	<b>Outbound (UK):</b> normally mid-programme.  <b>Inbound (UK):</b> usually permanent and occur in the later programme stage.	Designed to ensure academic continuity and success, as well as a positive student experience

## Transfer Process for Students

<b>READ</b>	Information on transfers (including fees, funding, visas, accommodation, wellbeing, learning responsibilities, and return options).
<b>DISCUSS</b>	Students should consult their Personal Tutor or Global Student Office.
<b>APPLY</b>	Applications are submitted via the Student Self-Service. Deadlines for completed applications: <b>15 June</b> and <b>15 October</b> .
<b>PROVISIONAL APPROVAL</b>	Automatically granted if the student has no resits pending, no programme change request, and no outstanding debt to the University.
<b>REVIEW</b>	Applications are reviewed by the Global Student Office, with input from Programme Directors as required.
<b>CONFIRMATION &amp; NEXT STEPS</b>	Students receive confirmation and advice on visas, travel, and accommodation. The Host Campus completes visa checks, provides local induction, and assumes responsibility for student wellbeing.
<b>STUDENT RESPONSIBILITIES</b>	Students must arrange their own travel and accommodation and confirm that financial support arrangements remain in place.

## Resources

The [Global Student Office](#) advises on tuition fees, visas, accommodation, etc. and provides support to students throughout the entire transfer process. Email: [goglobal@hw.ac.uk](mailto:goglobal@hw.ac.uk)

**Read:** [Policy on Inter-Campus Transfers \(Academic Matters\): Undergraduate Taught Programmes](#)

This Learning & Teaching Briefing Paper was produced as part of a series of Academic Quality advice and guidance. Visit our [Academic Quality SharePoint Hub](#) for further information and key contacts.

REVIEWED:  
SEPT 2025