



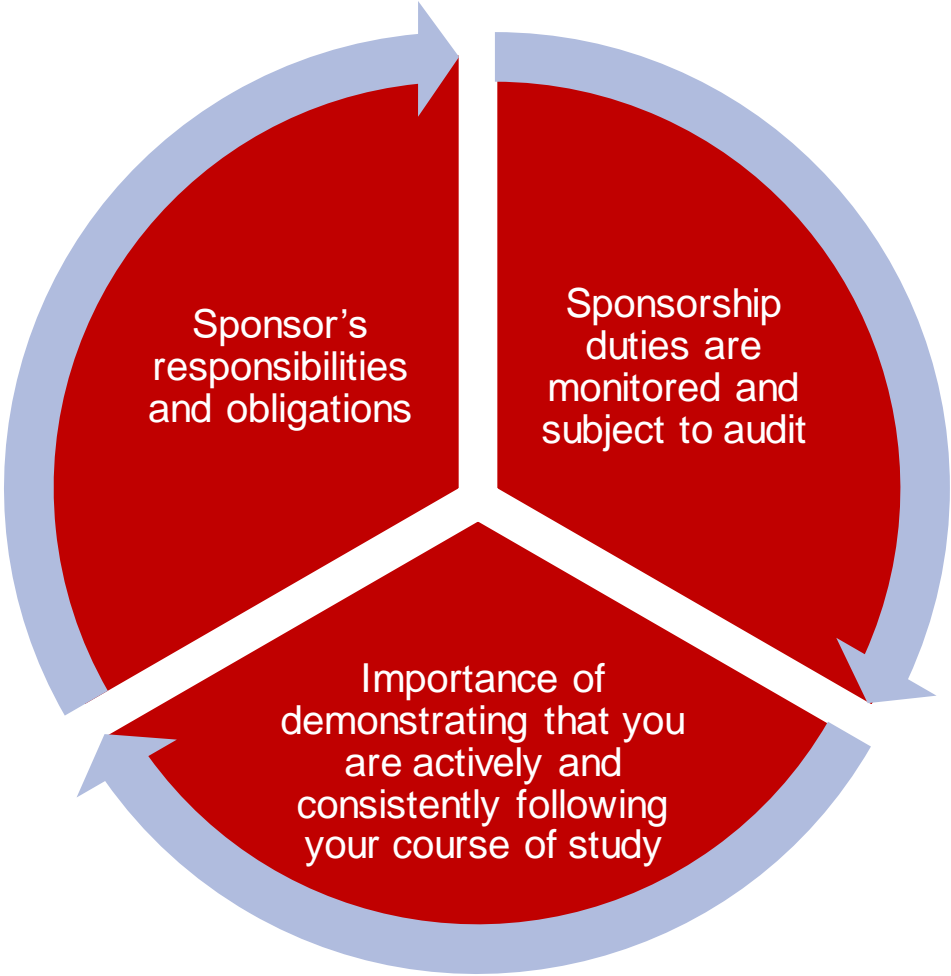
Student Route Engagement Monitoring - Guide for Students



**International Student Support
Queen's University Belfast**

Introduction

Queen's University Belfast holds a **licence** to sponsor international students to come to the University to study.



How is my Engagement Monitored?

Student Contact Points

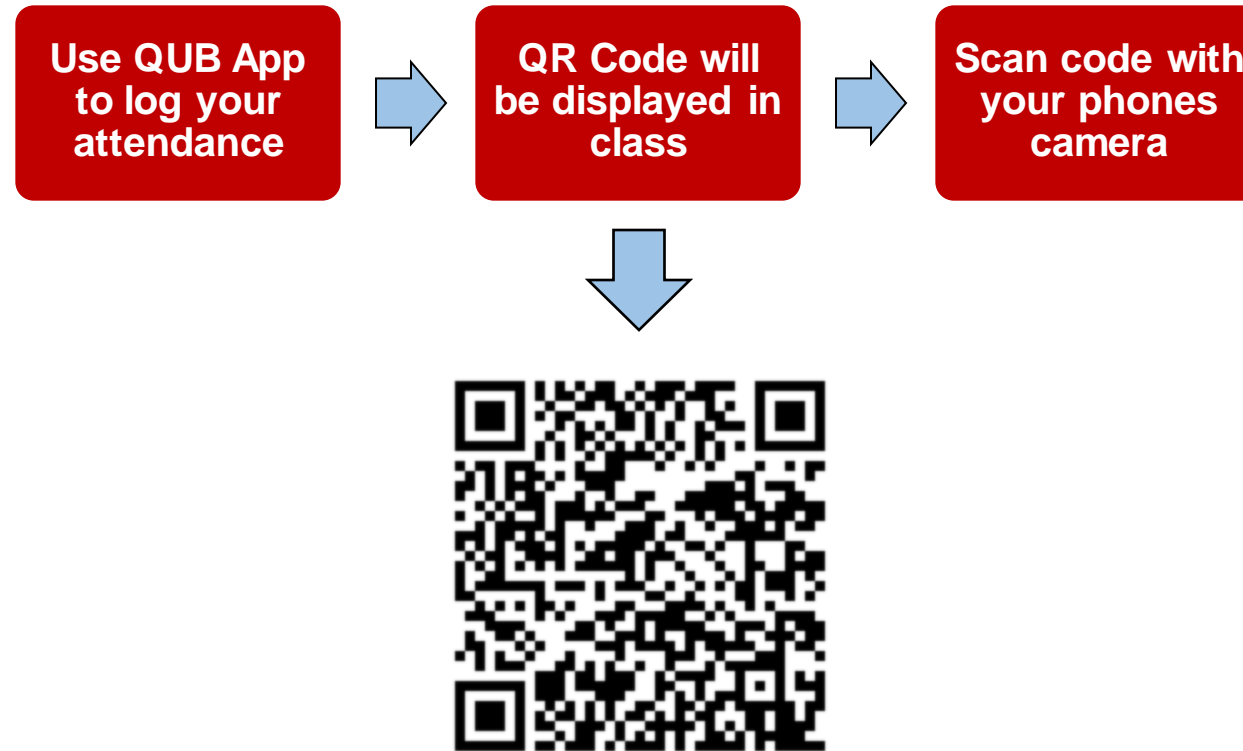
UG students	Once every two weeks
PGT students	During taught modules: once every two weeks During research modules: once a month Whilst undertaking your dissertation: once a month
PGR students	Once a month

Please Note:

You will not be made aware which sessions have been set by your School as designated contact points. It is therefore imperative that you participate in all areas of your course.

QUB Engagement Monitoring App and QR Codes

How do I register my attendance?



Postgraduate Research Students

If you are a Postgraduate Research (PGR) Student, please log your attendance by uploading your Formal Meetings report to QSIS.

Please consult the 'training material and simulations' link below for instructions on how to upload your reports:

<http://www.qub.ac.uk/directorates/AcademicStudentAffairs/StudentServicesSystems/Qsis/QsisServices/QsisforStudents/QsisforResearchStudents/>

In line with the [University Study Regulations for Research Degree Programmes](#) as a full-time student you are expected to record 10 formal recorded meetings per year with your supervisor to monitor progress against your research plan.

Absence from Your Studies

If you need to take a period of absence from your studies, please refer to the below information:

Leave of Absence (LOA)

- When a LOA is requested your enrolment will be temporarily suspended on QGIS
- The University will normally only continue sponsorship of your visa for a period of 60 days or less

Authorised Absence (AA)

- Where you take a short absence from the University
- An Authorised Absence should be requested where the absence falls outside of the normal holiday periods outlined by the University

Semester dates: <https://www.qub.ac.uk/about/Semester-dates/>

Absence from Your Studies

An 'Authorised Absence' should be requested if this period of absence falls:

UG Students	Outside of the official holiday periods designated by the University
PGT Students	During taught modules: outside of official holiday periods designated by the University During research modules: at any time while the University is open (as official University holiday periods do not usually apply)
PGR Students	At any time while the University is open (as official semester holiday periods do not usually apply). Any leave approved should also be in line with the University Research Degree Programme Regulations and therefore should be authorised in advance and not exceed the maximum 40 days specified. Sponsorship of your visa will be maintained during this time.

Authorised Absence Form: [Click Here](#)

Off-Campus Study

Off-Campus Study may refer to time spent on an integral and assessed part of the programme including:

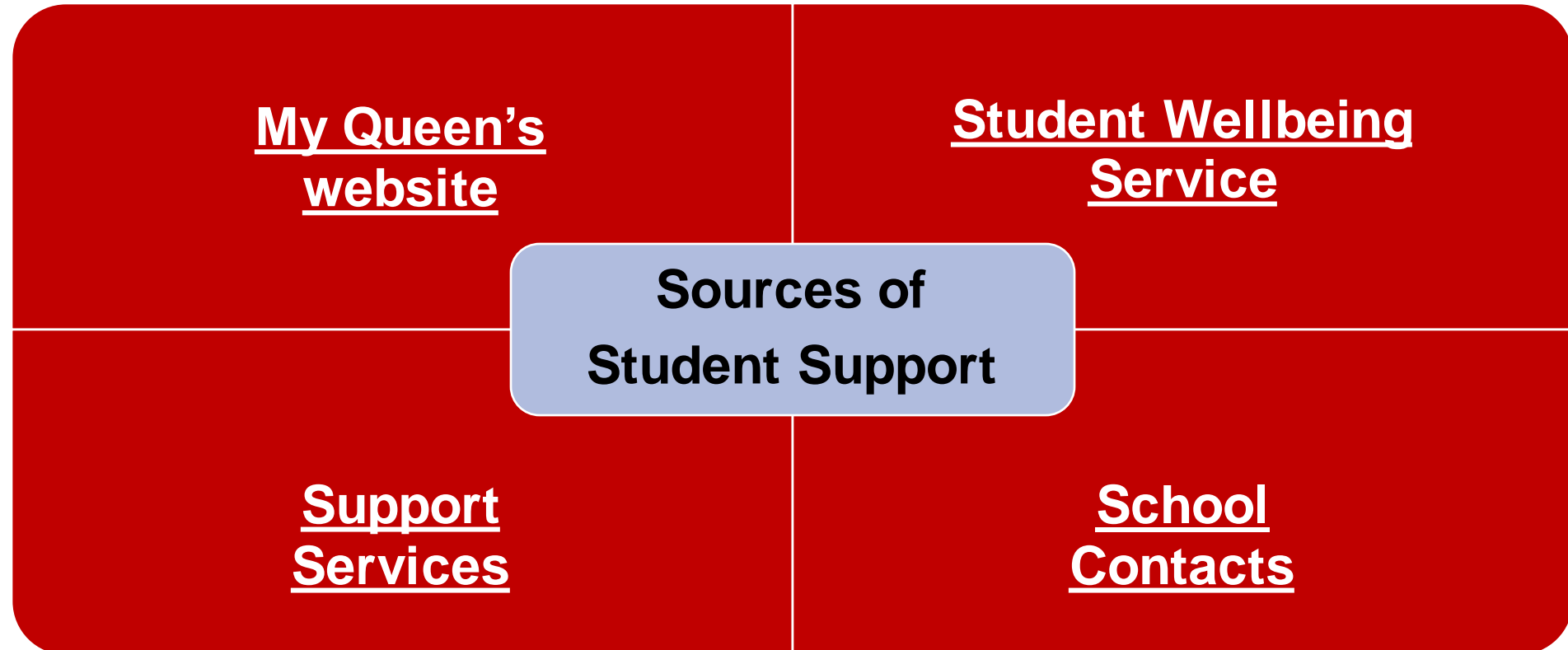
Sandwich year	Industrial placement	Work based project
Year in industry	Internship	Study abroad semester
Professional Practice	Work Placement	Fieldwork / Data collection
Professional Experience	Erasmus semester	Research / period of writing-up thesis overseas

Off-Campus Study Form: [Click Here](#)

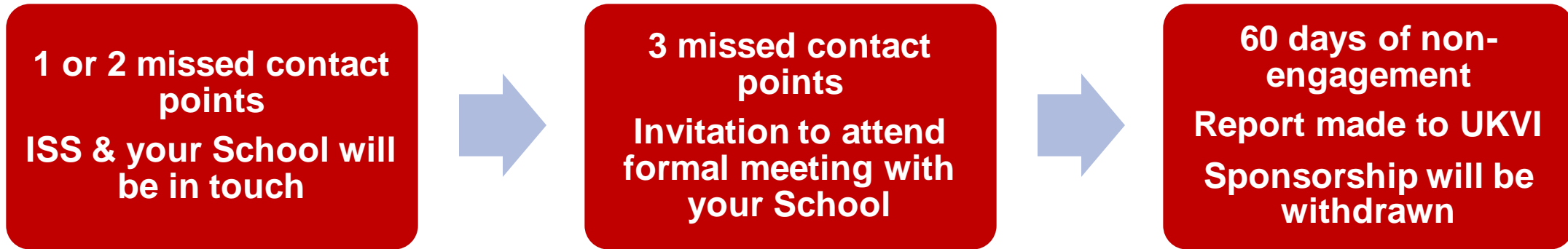
Please submit the completed form through to your School well in advance of your period of Off-Campus Study.

Student Support

The University has a range of resources to help you with your studies



What happens if I fail to engage with my studies?



If your visa is cancelled, you will be required to leave the UK within approximately 60 days from the date the UKVI report is made. It is therefore **imperative** that you actively and consistently follow your course of study.

Please contact your School and International Student Compliance if there is anything preventing you from doing so to make us aware of your situation.

Key Contacts

Engagement Monitoring Key Contacts:

Technical Support	engagement-monitoring@qub.ac.uk - issues with App, QR Codes
International Student Compliance	isscompliance@qub.ac.uk
Immigration Advice	immigration@qub.ac.uk
School Contacts	https://www.qub.ac.uk/about/Leadership-and-structure/Faculties-and-Schools/

Student Route Engagement Monitoring webpage:

<https://www.qub.ac.uk/sites/iss/VisasImmigration/Engagement-Monitoring/>