CONGRATULATIONS ON YOUR VERY HIGH ACHIEVEMENT SO FAR AND ON YOUR SUCCESSFUL ADMISSION INTO THE GLASGOW COLLEGE UESTC, AN EDUCATIONAL PARTNERSHIP BETWEEN THE UNIVERSITY OF GLASGOW AND THE UNIVERSITY OF ELECTRONIC SCIENCE AND TECHNOLOGY OF CHINA.

As a student attending the Glasgow College UESTC, your responsibility is to seize every opportunity for learning that you will find here – whether in lectures, tutorials, laboratories, project work, industry visits, or in discussion with the staff – to strive for the highest classification of degree commensurate with your talents, and to forge for yourself a distinguished engineering career.

The University of Electronic Science and Technology of China (UESTC) and the University of Glasgow (UofG), UK, established the Glasgow College at UESTC in January 2013. Our joint degree programmes, delivered entirely in English, build on the strengths of the Glasgow University model.

Although you can complete your entire degree at UESTC, your responsibility is to seize every opportunity to learn and to prepare you for your career better than either University can do alone.

Youth is the time to develop your talents, and to forge for yourself a distinguished engineering career.

You have been successful in your admission to both universities, and you are exposed to both cultures in the Glasgow College, UESTC. The English language is used exclusively throughout all four years, and you should take every opportunity to practice your language skills and become fluent. At the end of your studies, you will have qualifications that are globally competitive recognised and give you an outstanding international perspective of engineering.

The formal processes of British and Chinese universities are different and you are exposed to both cultures in the Glasgow College, UESTC. For example, the two universities will mark your work in different ways: UofG uses a scale of 0–100 for your assessment scores while UESTC uses 0–100. However, the formal processes and regulations governing academic aspects of the common courses within the Joint Programmes follow the University of Glasgow model.

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Although you can complete your entire degree at UESTC, you will have several opportunities to come to Glasgow. During the summer vacations, you will have a choice of summer schools and opportunities to improve English at the UoG campus. In addition, you have the option to follow a 2+2 model, where you study on the UESTC campus in years 1 and 2, and on the University of Glasgow campus in years 3 and 4. Entry into the 2+2 programmes requires you to demonstrate academic performance in years 1 and 2 at a UoG GPA of 3.5 (approximately equivalent to UESTC 75%) and proficiency in English at only a slightly higher level than that needed for the dual degrees. You remain a student in the Glasgow College UESTC and still graduate with dual degrees.

We hope that you find your studies on the Joint Programmes challenging, enjoyable and fruitful. We really do expect you, as an engineering graduate from UESTC and the University of Glasgow with the illustrious forebears of both universities, to go out and in some way change the world!
About This Handbook

This handbook is intended to answer many of the day-to-day questions of students studying in the Glasgow College UESTC and to act as a pointer towards useful sources you should encounter any issues. In particular, this handbook explains the rules of UofG rules and the Joint Programmes, which follow British and Scottish traditions, while the UESTC handbook explains their rules.

Further details regarding UofG regulations can be found in the University Calendar at glasgow.ac.uk/senateoffice/policies/calendar. You should also read the UESTC Student Manual, where UESTC regulations are set out. Please read both carefully because your assessment results must satisfy both sets of rules to graduate from both universities with double degrees. Nothing in this handbook overrides the official rules of the University of Glasgow (UofG) or the University of Electronic Science and Technology of China (UESTC).
The University of Glasgow is proud of its many distinguished figures who have taught, worked and studied at the University, including seven Nobel laureates. Famous names include:

- Lord Kelvin, the scientist and engineer, as famous for his inventions as for his academic work, earning himself international acclaim through his discoveries such as the absolute scale of temperature and impact on physics and engineering
- James Watt, an outstanding engineer who was considered by Karl Marx to have developed the power for the Industrial Revolution through his significant contributions to the steam engine
- William Rankine, who made significant contributions to many branches of engineering from thermodynamics to metal fatigue
- Adam Smith, often called the ‘father of economics’
- Joseph Lister, who developed his revolutionary system of antiseptic surgery
- John Logie Baird, a pioneer of television

Chinese students have studied at the University of Glasgow since 1886. The University has 81% of its academic staff contributing to subjects where the majority of research is rated world-leading or internationally excellent. This makes Glasgow an attractive choice for the best students from almost 130 different countries, with currently over 1,500 students from China.

The University is structured into four Colleges, which comprise 20 Schools and 11 Research Institutes. The School of Engineering is the largest member of the College of Science and Engineering, which also includes related subjects such as Computing Science, Mathematics, and Physics. We collaborate on research and teaching with the other Colleges as well: Medical, Veterinary and Life Sciences, Social Sciences, and Arts.

Being Scotland’s largest city, Glasgow is truly cosmopolitan and is the third largest city in the United Kingdom. Recently voted the UK’s number one destination in TripAdvisor’s Travellers’ Choice Awards, and featured in Lonely Planet’s top 10 world cities list, Glasgow offers a vibrant city life with a legendary live music scene, hosting countless international festivals, and providing the best shopping in the UK outside London. Chinese culture is very influential in Glasgow, with a wealth of Chinese restaurants, supermarkets and traditional Chinese medicine stores in the city. Glasgow is also one of the world’s leading destinations for sporting events; the city hosted football matches as part of the London 2012 Olympic Games and was delighted to have hosted the 2014 Commonwealth Games. Glasgow celebrated the 200th year of Glasgow Botanic Gardens in 2017. IEEE Sensors2017 was held in Glasgow with several UofG School of Engineering staff and members of Glasgow College UESTC working to organise the conference. After acquiring a 14-acre site in 2015, the University of Glasgow’s world-changing redevelopment is underway with a £1 billion investment to expand their world class campus and facilities.
The University of Electronic Science and Technology of China

Renowned as the birthplace of China’s electronics industry, UESTC was founded in 1956 as Chengdu Institute of Radio Engineering through the combination of the electronics and communications divisions of three well-established universities: Shanghai Jiao Tong University, Nanjing Institute of Technology (now Southeast University) and South China Institute of Technology (now South China University of Technology).

UESTC has high standing within the Chinese education sector, providing programmes and carrying out research in the principal discipline of Electronic Information Engineering. During the past five decades, UESTC has evolved from this specialisation to a key multidisciplinary university with electronic science and technology as its nucleus, engineering as its major field and an integrated approach to science, engineering, management and liberal arts. Today, the University enjoys collaboration with more than 200 organisations in 70 countries, including over 50 joint laboratories with multi-national companies.

UESTC was developed into one of China’s Key Universities in 1960. In 1997 it was included as one of the first universities in Project 211, a project aimed at the development of the nation’s 100 first-class universities for the 21st century with the intention of raising the research standards and cultivating strategies for socio-economic development. In 2001, UESTC was admitted into ‘Project 985’, a national project aimed at the development of world-class research-oriented universities and the Chinese higher education system. In June 2017, UESTC was admitted into the nation’s “Double First-class Initiative”, aiming at developing world-class universities and first-class disciplines.

UESTC has two national key disciplines of first level, Electronic Science & Technology and Information & Communications Engineering, which ranked A+ in the Discipline Quality Assessment of Higher Education conducted by the Ministry of Education (MoE) of the People’s Republic of China in 2017. The number of A+ disciplines has ranked the first in West China. Engineering, material science, physics, computer science, chemistry, neuroscience and behavioural science, biology and biochemistry have entered the top 1% of ESI. Engineering has been in the top 1% of ESI since July 2016, achieving the top 100 in the world. As the premier electronic institute for higher education, the University now is proud of a great number of scientific research platforms, including 4 national key laboratories, 1 national engineering centre and 42 research institutes and laboratories respectively constructed by the MoE and Sichuan Government. There are more than 3800 faculty members, including 600 professors. Up to now, there are more than 300 outstanding talents at the national level, including 4 academicians of two academies, 20 IEEE Fellows, 21 from Ten Thousands Program (including 12 from Top Youth Talents Program), 158 national specialists (including 87 from young specialists), 37 Yangtze River Scholars, 36 from Outstanding Youth Program and 3 national distinguished teachers and 18 highly cited scientists in the world. 12 faculty members were selected for the National Million Talents Project.

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Three pathways are offered by the Glasgow College UESTC: Electronics and Electrical Engineering with Information Engineering, Electronics and Electrical Engineering with Communications, and Electronics and Electrical Engineering with Microelectronics. These pathways comprise courses approved by the University of Glasgow Senate for the UofG BEng (Hons) degree in Electronics and Electrical Engineering.

All assessments and formal teaching in the Glasgow College UESTC will be conducted in English. To graduate with a UESTC degree, students have to take additional courses required by the MoE and UESTC.

This handbook concentrates on aspects of the Glasgow College UESTC pathways that concern the content of UofG degrees. Students should also refer to the additional UESTC Student Manual that explains UESTC regulations concerning the content of UESTC degrees.

UoG Terminology – Programmes, Courses and Credits

Common words such as ‘a course’ can be used in different ways so here is a brief list of usage at UofG. Some of these terms have a different meaning for UESTC.

• A degree programme is the complete curriculum that leads to a degree, such as BEng in Electronics and Engineering with Information Engineering, BEng in Electronics and Engineering with Communication, or BEng in Electronics and Engineering with Microelectronics.
• Each programme is divided into courses, each of which is self-contained with its own instruction (such as lectures, tutorials, laboratories, guest lectures, seminars, and company visits) and assessment (such as class tests, lab reports, project reports, and the degree examination).
• Each course has a level, which is roughly the same as its year in the curriculum and is shown by the course code. For example, both UESTC1002 and UESTC1007 are Level 1 courses in a UofG Programme delivered at UESTC.
• The size of a course is measured in UofG credits; most taught courses carry around 10-20 UofG credits but projects may be larger.

Formally: 1 UofG credit = 10 learning hours, the total time that a typical student is expected to spend on a course. Thus a 10-credit course demands 100 learning hours, including formal contact hours (such as timetabled classes) and self-learning hours (such as homework and group studies). The British definition of credits is quite different from that used in China, where 1 credit = 16 teaching hours.

The Glasgow College UESTC uses the conversion: 1 UofG credit = 4 UESTC credits.

In many cases the timetabled classes (lectures, laboratories, tutorials) come to about 30 hours so you are expected to spend more than double that time working on the material in your own time – reading lecture notes, going over difficult points with the aid of a textbook, working through tutorial sheets, discussions within your study group, writing laboratory reports and revising for the examination. This also means that, in order to get the rest out of one contact hour at the lecture, you should spend one hour reading the lecture notes prior to attending the lecture and another hour on consolidation and revision afterwards.

This reflects a European attitude to university education, where the emphasis is on learning rather than time spent in the classroom being taught.

Academic Session Dates

The Glasgow College UESTC follows the same semesters as UESTC and the session dates of UESTC can be found on their Academic Affair Office’s website. The School’s session dates for 2020-2021 with the UofG teaching weeks highlighted can be downloaded at glasgow.ac.uk/schools/engineering/international/partnerships/uestc

Enrolment

In addition to enrolment at UESTC, students are required to enrol at the University of Glasgow using the online student portal called MyCampus at the beginning of their programme of study and to confirm their enrolment at the beginning of each subsequent academic year. You will receive an ‘Account Access Notification’ email from the University of Glasgow with instructions for logging into this portal and completing academic registration. UESTC enrolment procedures require each student to reach a satisfactory settlement for his or her tuition with the school before the deadline for tuition payment.

Students who fail to make satisfactory payments of tuition fees will not be allowed to access either university facilities (including computer networks and services such as MyCampus that informs you of your examination results). Those students may be required to withdraw from their programme of study and will not be allowed to graduate.

Structure of the Glasgow College UESTC

The formal document that defines the structure of the programme is called the Programme Specification and is available on the UofG website. An outline of course codes, credits and the courses that you will study in each year of Electronics and Electrical Engineering with Information Engineering, Electronics and Electrical Engineering with Microelectronics are posted at glasgow.ac.uk/undergraduate/degrees/electronicselectricaluestc, glasgow.ac.uk/undergraduate/degrees/electronicselectricaluestc, and glasgow.ac.uk/undergraduate/degrees/electronicselectricalmicrouestc, respectively.

The UESTC programme includes further courses, such as Morals and Ethics and Fundamentals of Law. More detailed information can be found in the University of Electronic Science and Technology of China Undergraduate Education Plan (Ver. 2020) (《电子科技大学本科培养方案》 Undergraduate Education Plan (Ver. 2020) Electronic Science and Technology of China, respectively.
You are awarded a UofG grade and a UESTC score at the end of each course, following a meeting of the Board of Examiners of the Glasgow College. UESTC to approve the assessment results. Note that coursework grades are unofficial until after the Board meetings and may be subject to change. These results are published only on MyCampus for a UofG transcript. The results from each UofG course are also available on the UESTC portal. Please do not ask the offices, advisers of course are also available on the UESTC portal.

The UofG points in the UofG- and UESTC-scored using the mapping shown in Table 1. These scores will be recorded on the UESTC grade database. The UofG points for courses taught by UofG staff will be converted to UESTC scores using the mapping shown in Table 2 and those scores will be recorded on the UESTC grade database.

The UofG points in the UofG- and UESTC-taught courses that contribute to the BEng degree programmes are used to calculate your average performance, which is needed to check your progress and for graduation with a UofG degree. UofG’s grade point average (GPA) is calculated for each year of the programme, weighted by the number of credits for each course.

There is no official definition of ‘pass’ or ‘fail’ but you can consider grades A–D to be a pass, grade E to be a marginal failure and grades F–H to be failures.

### Table 1: Verbal descriptors of grades and points from UofG Code of Assessment and relation to UESTC points.

<table>
<thead>
<tr>
<th>UESTC Scores</th>
<th>UofG Points</th>
<th>UofG Grade</th>
<th>Gloss</th>
</tr>
</thead>
<tbody>
<tr>
<td>97-100</td>
<td>85-100</td>
<td>A1-A</td>
<td>Excellent</td>
</tr>
<tr>
<td>94-96</td>
<td>80-85</td>
<td>A2</td>
<td>Exemplary range and depth of attainment of intended learning outcomes, secured by discriminating command of a comprehensive range of relevant materials and analyses, and by deployment of considered judgement relating to key issues, concepts and procedures.</td>
</tr>
<tr>
<td>91-93</td>
<td>77-79</td>
<td>A3</td>
<td>Conclusion of virtually all intended learning outcomes, clearly grounded on a close familiarity with a wide range of supporting evidence, constructively utilised to reveal appreciable depth of understanding.</td>
</tr>
<tr>
<td>88-90</td>
<td>74-76</td>
<td>A4</td>
<td>Clear attainment of most of the intended learning outcomes, some more securely grasped than others, resting on a sound though moderately developed body of evidence and displaying a variable depth of understanding.</td>
</tr>
<tr>
<td>85-87</td>
<td>70-73</td>
<td>A5</td>
<td>Acceptable attainment of intended learning outcomes, displaying a qualified familiarity with a minimally sufficient range of relevant materials, and a grasp of the analytical issues and concepts which is generally reasonable, albeit insecure.</td>
</tr>
<tr>
<td>81-84</td>
<td>67-69</td>
<td>B1 B2</td>
<td>Very Good</td>
</tr>
<tr>
<td>78-80</td>
<td>64-66</td>
<td>B3</td>
<td>Satisfactory</td>
</tr>
<tr>
<td>75-77</td>
<td>60-63</td>
<td></td>
<td></td>
</tr>
<tr>
<td>71-74</td>
<td>57-59</td>
<td>C1 C2</td>
<td></td>
</tr>
<tr>
<td>68-70</td>
<td>54-56</td>
<td>C3</td>
<td></td>
</tr>
<tr>
<td>65-67</td>
<td>50-53</td>
<td></td>
<td></td>
</tr>
<tr>
<td>63-64</td>
<td>47-49</td>
<td>D1 D2</td>
<td></td>
</tr>
<tr>
<td>61-62</td>
<td>44-46</td>
<td>D3</td>
<td></td>
</tr>
<tr>
<td>60</td>
<td>40-43</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55-59</td>
<td>37-39</td>
<td>E1 E2</td>
<td></td>
</tr>
<tr>
<td>50-54</td>
<td>34-36</td>
<td>E3</td>
<td></td>
</tr>
<tr>
<td>45-49</td>
<td>30-33</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40-44</td>
<td>27-29</td>
<td>F1 F2</td>
<td></td>
</tr>
<tr>
<td>35-39</td>
<td>24-26</td>
<td>F3</td>
<td></td>
</tr>
<tr>
<td>30-34</td>
<td>20-23</td>
<td></td>
<td></td>
</tr>
<tr>
<td>26-29</td>
<td>15-19</td>
<td>G1 G2</td>
<td></td>
</tr>
<tr>
<td>22-25</td>
<td>15-14</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0-14</td>
<td>0-0</td>
<td>H</td>
<td></td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>CW</td>
<td></td>
</tr>
</tbody>
</table>

### Table 2: Mapping from UofG grades and points to UESTC scores.

<table>
<thead>
<tr>
<th>UoG Points</th>
<th>UoG %</th>
<th>UoG Grade</th>
<th>Gloss</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-14</td>
<td>0</td>
<td>H</td>
<td>No convincing evidence of attainment of intended learning outcomes, with evidence of limited understanding.</td>
</tr>
<tr>
<td>0</td>
<td>0</td>
<td>CW</td>
<td>Failure to complete a minimum of 75% of the assessed work in one or more components of a course (graded laboratory, tutorials, projects, class exam, and/or final exam). Some work may be resent laboratory and project work must be repeated during the next semester that the course is offered.</td>
</tr>
</tbody>
</table>

### Guide to Grading Schemes

You are awarded a UofG grade and a UESTC score at the end of each course, following a meeting of the Board of Examiners of the Glasgow College. UESTC to approve the assessment results. Note that coursework grades are unofficial until after the Board meetings and may be subject to change. These results are published only on MyCampus for a UofG transcript. The results from each UofG course are also available on the UESTC portal. Please do not ask the offices, advisers of course are also available on the UESTC portal. The UofG points in the UofG- and UESTC-scored using the mapping shown in Table 1. These scores will be recorded on the UESTC grade database. The UofG points for courses taught by UofG staff will be converted to UESTC scores using the mapping shown in Table 2 and those scores will be recorded on the UESTC grade database.
Other results are used if you have not been awarded the credits for a variety of reasons:
• MV means you had medical or personal circumstances which prevented you from completing the course and you can take a repeat assessment without penalty.
• CR (Credit Refused) means that you have not yet fulfilled the minimum requirements for obtaining credit on the course. The precise details of what you need to do are laid out in each course specification on the Senate website: glasgow.ac.uk/coursecatalogue/browsebyschool. However, it normally means that you need to attend the degree examinations and submit work for each piece of continuous assessment requested.
• CR (Credit Withheld) means that you have submitted coursework or parts of coursework, which are clearly written, free of mistakes and commensurate to the standard expected.

The formal rules for assessment are in the UofG Code of Assessment, which is part of the UofG Calendar. A full explanation of the UofG Code of Assessment is provided at glasgow.ac.uk/senateoffice/policies/assessment/codeofassessment/guide.

Penalties for Late Submission of Coursework
UofG has standard penalties for late submission of coursework or parts of coursework:
• 2 UofG points are deducted (e.g., an A4 would be reduced to a B1) for each day late, up to 5 working days (i.e., an A4 can become an E1);
• after 5 working days submissions receive an H grade.

In order to notify UofG of mitigating circumstances, students must submit a report of good cause, along with necessary documentation, within 5 working days of the assessment date (e.g., exam date, coursework submission deadline). Students must also contact the Glasgow College UESTC Academic Affairs Office.

Quality Assurance and Accreditation
The Glasgow College UESTC uses a range of procedures to ensure that your programmes meet the high academic standard expected.
• Examination papers are moderated by a second member of staff to ensure that they are clearly written, free of mistakes and commensurate to the standard expected.
• The papers are then sent to an External Examiner who confirms that they are of the expected standard.
• A Board of Examiners reviews the marks from all courses in each semester to check whether the results for any courses differ significantly from the average and take any appropriate action.
• Major project reports are independently marked by two members of staff; a moderator reviews the report as well if the two original marks are significantly different.
• UofG reviews the complete programme, roughly every five years.

The External Examiner is an experienced, senior member of staff from another university who is familiar with the academic standard that should be expected from an honours degree programme. This ensures that the UofG award in the Glasgow College UESTC is of the same standard as a comparable university in Britain.

UofG and UESTC are working together to obtain accreditation for all degree programmes in the Glasgow College UESTC. We are seeking professional accreditation for the programmes from the Institution of Engineering and Technology (IET) and/or the Chinese Engineering Education Accreditation Association (CEEA) in accordance with the Washington Accord. The Washington Accord is an international agreement in which member countries acknowledge the validity of programme accreditations and the charting or licensing of professional engineers by organisations in other member countries. The BEng degree partially meets the educational requirement for a Chartered Engineer (CEng), which is the British qualification to show that you are a qualified, professional engineer. You will need some further study (typically a Master’s degree) and professional experience, which is assessed by an interview, before you can apply for CEng, an internationally recognised qualification.

You must complete a course satisfactorily in order to be awarded the credits and to gain one of the grades in Table 1. Typically this means that you must attend laboratories and tutorials, submit assignments, and attend examinations; the details are given in the specification for each course and will be explained by the lecturer. You do not have to ‘pass’ the course to be awarded the credits (but you do have to ‘pass’ the course to progress on the degree programme). In other words, credits are a measure of quality.
Progression in the Glasgow College UESTC Programme

To progress to the next year of your degree programme, your results must satisfy the following rules. These rules apply to both the dual degree programmes at the Glasgow College UESTC.

The minimum requirements to progress to the next year of study are:

(a) grade E3 or better in all courses;
(b) no more than 24 credits of courses below grade D3;
(c) pass in all English-related courses in the curriculum for that year after one reassessment.

Progression from year 2 to year 3 requires attainment of a minimum score of 6.0 in all IELTS sub-tests or an approved equivalent.

If your results do not meet these requirements at the first attempt, you are automatically allowed one reassessment in each component of the course unless a resit on a particular component is forbidden in the course specification. The results from any reassessment are “capped” at D3, which means that any higher grade (such as A2) is treated as though it were a D3 in the calculation of the GPA. Note that you may progress to the next year with up to 24 UofG credits at E grade but must improve your results to D3 or better before you can graduate. Please also note that:

• The maximum period of study is normally six academic years.
• The format, official rules are set out in the UoG calendar glasgow.ac.uk/senateoffice/policies/calendar. The rules in the calendar will take precedence, should there be a difference between the summary above and the calendar.

The UESTC Programme does not impose any further requirements on progress. However, you must pass all courses in the UESTC curriculum before you can be awarded a degree by UESTC. All relevant regulations can be found at the website of Academic Affairs Division www.jwc.uestc.edu.cn/index.action.

Retake fee

• If a student fails a course in which any assessment is not permitted for resit (project, lab, presentation, etc.), the student will have to retake the whole course and the cost will be RMB 125/UofG credit;
• If a student fails a course in which all assessments are permitted for resit, the student can choose whether to retake the whole course in order to resit every assessment, or only the final exam. If the student chooses to retake only the final exam, there is no charge against the student.

Progression Committee and Appeals

The progression process will run for MyCampus at the end of August and those students who are qualified to progress will then be allowed to register and enrol onto classes in the new academic year. If you require re-assessment of a Spring Semester course, you will be given a temporary enrolment instead, until you have satisfied progression requirements. The Glasgow College UESTC Progress Committee will meet no later than in Week 3 to consider any evidence of personal circumstances and decide on the future action.

• In special cases you may be permitted to progress normally to the next year of study.
• If your results are far below the requirements you will be required to register for a different qualification or may be excluded from further study in the Glasgow College UESTC. In this case you will be considered for one of the early exit awards offered by UofG and also for an early exit award by UESTC. If the only requirement that you have not met is the attainment of a minimum score of 6.0 on each IELTS sub-test, you may be allowed to transfer to the single degree programme, which is administered by UESTC.

You can formally appeal to the College of Science and Engineering in the University of Glasgow against the decisions of the Joint Programmes Progress Committee but they will not accept any evidence that could reasonably have been submitted to the School earlier.

PROGRESSION AND GRADUATION

IN 2019, 74% OF OUR GRADUATES WERE ACCEPTED TO HIGHER DEGREES WITH TOP INSTITUTIONS OVERSEAS

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Graduation and Degree Classification

UofG has general requirements for graduation and the BEng has extra rules that are similar to those for progression. These are very different from the UESTC rules. Scottish universities have a tradition of treating years 3 and 4 as Honours years with strict conditions. In particular, only your first-attempt result from honours courses is used to calculate the classification of your degree. Here is a summary of the graduation rules for the Joint Programmes. In Year 4 (the final year), your summary of the graduation rules for the Joint classification of your degree. Here is a summary of the graduation rules for the Joint Programmes. In Year 4 (the final year), your summary of the graduation rules for the Joint Programmes. In Year 4 (the final year), your summary of the graduation rules for the Joint Programmes. In Year 4 (the final year), your

- (a) grade E3 or better in all courses at the degree of BEng (Hons) from UofG;
- (b) no more than 20 UofG credits of courses in all years of the curriculum; and
- (c) are enrolled in a dual degree programme.

Rules (a) and (b) are set by the UK Engineering Council for accredited degrees, such as the BEng (Hons). You will be considered for the degree of BSc (Honours) in Engineering, which is not accredited, if you meet requirements (c) and (b) but not both (a) and (b). Especially note that you require a minimum grade of D3 in your major individual project for any UofG honours degree.

The calculation of the final classification is based on your GPA from Year 3 and Year 4 weighted 50:50 at the first attempt and is explained below. You will not be awarded a degree if your final GPA is too low.

The classification depends on your UofG GPA according to Table 3. If your GPA lies in a ‘discretionary band’, the class depends on your distribution of grades. For example, if your GPA lies in the range 17.1–17.9, you will get a First Class degree if 50% or more of your results are at A grade, weighted in the same way as the GPA, or an Upper Second Class degree if you have fewer than 50% A grades.

If your classification is a ‘Fail’, i.e., your results do not meet the requirements for an Honours degree, you will be considered for one of the early exit awards listed under Progression.

As usual, the formal rules for graduation and classification are in the UofG Calendar. N.B. You must pass all the courses in the UESTC curriculum to be awarded a degree by UESTC. After successfully completing the joint programme and the UESTC programme with both universities’ requirements fulfilled, UofG and UESTC will each award you a degree.

Matriculation

All Glasgow College UESTC students are required to complete at least four academic years of study. The successful course of study will progress from one academic year to the next (see the Progression Rules). Students will not normally be allowed to be matriculated beyond the sixth consecutive academic year of study.

Study Abroad

Eligible students are able to complete Years 3 and 4 of their BEng (Hons) degree in Electronics & Electrical Engineering with Information Engineering, Electronics & Electrical Engineering with Communications or Electronics & Electrical Engineering with Microelectronics, after studying Year 1 and 2 at the Glasgow College UESTC.

The University of Glasgow offers a two-week summer school programme, in which students at any level in the Glasgow College UESTC may apply for a second summer school programme in which students participate in research projects under the supervision of UofG staff is only available to students who are completing Year 3. Other Study Abroad opportunities may become available in future years.

Prizes and Scholarships

The Glasgow College UESTC offers prizes to top-performing students. You are also eligible for prizes awarded by the School of Engineering in Glasgow. A number of scholarships are awarded to students in the Glasgow College UESTC.

<table>
<thead>
<tr>
<th>Honours GPA</th>
<th>Honours classification</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.0–22.0</td>
<td>First Class</td>
</tr>
<tr>
<td>17.1–17.9</td>
<td>either First Class or Upper Second Class (discretion)</td>
</tr>
<tr>
<td>15.0–17.0</td>
<td>Upper Second Class</td>
</tr>
<tr>
<td>14.1–14.9</td>
<td>either Upper Second Class or Lower Second Class (discretion)</td>
</tr>
<tr>
<td>12.0–14.0</td>
<td>Lower Second Class</td>
</tr>
<tr>
<td>11.1–11.9</td>
<td>either Lower Second or Third Class (discretion)</td>
</tr>
<tr>
<td>9.0–11.9</td>
<td>Third Class</td>
</tr>
<tr>
<td>8.1–8.9</td>
<td>either Third Class or Fail (discretion)</td>
</tr>
<tr>
<td>0.0–8.0</td>
<td>Fail</td>
</tr>
</tbody>
</table>

Table 3: Classification of honours degrees based on weighted UofG GPA for honours courses.
As a student in the Glasgow College UESTC, your responsibility is to seize every opportunity for learning that you will find here – whether in lectures, tutorials, laboratories, team or individual project work, industry visits, or in discussion with the teaching and technical staff, to strive for the highest classification of degree commensurate with your talents, and to forge for yourself a distinguished engineering career in the near future.

Computers
An important part of your development as an engineer is to learn to use computers as an integral part of your day to day activities. You will take laboratory classes to show you how to use various software packages that are necessary to your degree programme. This will initially involve investing some time to get familiar with the packages, but the time invested will be valuable as you will quickly gain an advantage in being able to do better work faster. Report writing using a computer is an important part of an engineer’s activities and a number of courses will ask you to produce this by submitting written work.

Email
Information concerning, for example, urgent changes to the timetable will be sent by email to your University of Glasgow or UESTC email address. You should therefore ensure that you check both email accounts regularly.

You must also ensure that all emails you send to members of staff are from a university email account rather than private email accounts, as emails to your University of Glasgow or UESTC email address are forwarded automatically in all courses that you are taking each semester on Blackboard and Moodle as long as you have completed the enrolment process on MyCampus. Familiarise yourself as soon as possible with the online VLE systems.

Feedback on Your Work
You will receive academic feedback on your work in several ways.

• Some courses have tutorials, where feedback may be provided on your work. You must attempt the questions before the tutorial, as advised in these guidelines, to get the full benefit of feedback in tutorials.

• Feedback is provided by staff during laboratories in a similar way. Again, you can get the full benefit only if you come prepared.

• Some courses require you to submit assignments either physically during class or online, which will be marked and returned with comments as feedback.

Virtual Learning Environment Systems: Blackboard and Moodle
Blackboard (http://portal.uestc.edu.cn/login.portal) is the online virtual learning environment (VLE) used in all UESTC-taught courses and some of the University of Glasgow courses. Moodle (moodle.gla.ac.uk) is the VLE used at the University of Glasgow for taught courses. Your instructors will inform you which VLE will be used during the first lecture. You should be enrolled automatically in all courses that you are taking each semester on Blackboard and Moodle as long as you have completed the enrolment process on MyCampus. You will find more information at MyCampus.

The difference between a project and an assignment is that:
• In an assignment you are given some guidance on the method needed to complete the task.
• In a project you are given only the goal of the work and must develop a strategy for reaching the goal yourself.

You will start on simple projects during the first year and tackle more challenging projects in successive years, building up to the individual project in the final year. Your project supervisor will guide you gently and advise you on possible directions but it is your responsibility to develop a strategy for the project and work out how to achieve the goals. You will not pass the project if you rely on the supervisor to tell you what to do. In fact some of the best projects turn out quite differently from the original idea because the student has taken control and followed his or her own directions.

Projects take independence a step further. The difference between a project and an assignment is that:
• During projects, regular meetings with your supervisor provide a high level of immediate feedback.

• Feedback on presentations (poster or oral) can be obtained from the assessors but it is better to wait a day or two until you are feeling more relaxed.

Note that you may schedule an appointment with the course lecturer to discuss your academic performance in the course and to identify steps that you can follow to improve your performance.

The Glasgow College UESTC aims to return feedback on written assessments within three weeks. You will be notified if a delay is expected.

Study Skills
You do not come to university simply to learn the facts and skills of engineering. It is far more important that you learn to think and behave like a professional engineer. We aim to develop these vital abilities as you progress through the Glasgow College UESTC.

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Advice on Your Studies

Where to Get Advice

1. If you have an academic issue with a particular course, whether taught by a member of staff from UESTC or UofG, please make an appointment and speak to the Lecturer concerned at the first instance.
2. If the Lecturer cannot resolve the problem with a course taught by UESTC, then contact the Academic Affairs Centre (Academic Affairs).
3. For issues concerning the courses taught by UofG, their regulations, or MyCampus, please contact the UofG Administration Manager.
4. If your issues concerning academic matters are still not addressed to your satisfaction, contact the Programme Director.
5. For pastoral issues, such as illness, financial or personal problems, please visit your counsellor in the Academic Affairs Centre (Student Support).

Every student in UofG is allocated an Advisor (Student Support).

Further Help with Your Studies

Information on student services provided locally by UESTC can be obtained from the Academic Affairs Centre (Support). You also have access to electronic resources of University of Glasgow student services, based at the campus in Glasgow such as:

- UoG Library: glasgow.ac.uk/services/library
- Student learning service: glasgow.ac.uk/services/sls
- English: glasgow.ac.uk/services/languagecentre
- Student life: glasgow.ac.uk/studentlife

The Students’ Representative Council in Glasgow runs an informative website, which goes far beyond academic issues, available at glasgowstudent.net/advice.

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Acknowledging the Work of Others

You are expected to read works such as textbooks or research papers written by other people as part of many courses at university, particularly for projects. You must make clear what material or ideas you have taken from other people’s works when you write your report. You will be given instruction in good practice for references before you write reports. It is essential to follow these instructions. If you do not, you may be guilty of a disciplinary offence called plagiarism, which will be explained next.

Plagiarism

In most courses you will be asked to submit work for assessment, sometimes individually and sometimes in prescribed groups. It is expected that this work has been undertaken by those who submitted it. This is no more than straightforward honesty, and you agree to abide by the University’s statement on plagiarism at the start of each year. The submission of any other person’s work is plagiarism, a form of cheating defined by the University below. The Glasgow College UESTC and both Universities take a serious view of such dishonest behaviour and will take action against any student found to have plagiarised. There are good reasons for this. One is that this work is part of your programme of study and you learn nothing if you do not undertake the work yourself. Secondly, the Universities uphold the quality of their academic qualifications and cannot tolerate having them lowered through dishonesty.

There may be occasions, when you work in groups and are required to submit work individually, where the ‘ownership’ of material is questionable. Please discuss this with the staff concerned if you are unsure how to submit joint work. You learn a great deal by discussing problems with fellow students and we do not wish to discourage this valuable activity.

A range of penalties may be applied when plagiarism is detected depending on the severity of the plagiarist. You will almost certainly be awarded Grade H if you are found guilty of plagiarism in a major submission. This means that you will almost certainly be unable to continue your studies, or to graduate, and may be expelled from the university.

The incorporation of material without formal and proper acknowledgement (even with no deliberate intent to cheat) can constitute plagiarism. Work may be considered to be plagiarised if it consists of:

- a direct quotation;
- a close paraphrase;
- an unacknowledged summary of a source;
- direct copying or transcription.

With regard to essays, reports and dissertations, the rule is: if information or ideas are obtained from any source, that source must be acknowledged according to the appropriate convention in that discipline; and any direct quotation must be placed in quotation marks and the source cited immediately. Any failure to acknowledge adequately or to cite properly other sources in submitted work is plagiarism. Under examination conditions, material learnt by rote or close paraphrase will be expected to follow the usual rules of referencing citation otherwise it will be considered as plagiarism. Students should provide guidance on other appropriate use of references in examination conditions.

Plagiarism is considered to be an act of fraudulence and an offence against University discipline.

Alleged plagiarism, at whatever stage of a student’s studies, whether before or after graduation, will be investigated and dealt with appropriately by the University.

The University reserves the right to use plagiarism detection systems, which may be externally based, in the interests of improving academic standards when assessing student work.

ACADEMIC CONDUCT
Some forms of material, such as graphics, cannot be checked by software programs such as SafeAssign, Turnitin, or Urkund. The program compares your work, such as project reports, to Moodle where they are automatically processed by an academic plagiarism checker detection software program such as SafeAssign, Turnitin, or Urkund. The program compares your submission with a large database and marks blocks of text that match other documents in an originality report. You have one opportunity to view this report and make any corrections before submitting the final version.

We do not assess whether work suffers from plagiarism from the originality report alone. There are several reasons for this:

- Some phrases are commonly used and it is not a problem if they match text in other documents (students often worry about this)
- The software program does not include all the documents from which text can be plagiarised
- Some forms of material, such as graphics and computer code, cannot be checked by SafeAssign, Turnitin or Urkund but it is still plagiarism to copy these without acknowledgement.

Plagiarism will be treated in the same way, whether it is detected by SafeAssign, Turnitin, Urkund, or other means.

**Conduct in Examinations**

Examinations are the major assessment for most courses and it is essential that they take place under fair conditions for all students. The Glasgow College UESTC has therefore drawn up rules to prevent cheating and will take severe action against any student who breaks these rules. The full UoS regulations on exam conduct are set out in the University Calendar and the following key points have been summarised by the Registry examinations team:

1. You are under examination conditions at all times in the examination and from the moment you enter the examination room.
2. You must follow the instructions given to you by invigilators, which is the British term for the examination monitors or exam proctors.
3. You must not talk to or use any other form of communication with anyone other than an invigilator during the examinations and may not communicate until you have left the examination room at the end of the examination.
4. You must not begin writing before the invigilator announces the start of the examination and must cease writing when the invigilator announces the end of the examination.
5. You must bring two forms of identification at exams where one identification is either your UESTC or UoS ID cards and a second identification is either the national identification card or the examination permission slip. They must be on your desk and in clear view at all times. No other form of ID will be accepted by the invigilators. If you forgot to bring your ID Card, this will be recorded on your Attendance Form and you will be reported to your Head of School after the examination.
6. The use of mobile phones and other electronic devices, such as personal music players is not permitted during examinations. You must switch them off and remove all such items, including headphones, prior to the start of the examination and place them in a closed bag or container away from your person.
7. The owners of mobile phones that ring during the examination will be reported.
8. The use of unauthorised materials, such as revision notes and books, is not permitted during examinations – unless your School have specifically stated that they are permissible in the rubric (rules) for the particular examination being undertaken. If you have any prohibited materials on your person prior to the examination, please remove them and place them in a closed bag or container away from your person once you enter the examination room. Invigilators will make random checks on materials being used in the examination and will confiscate prohibited materials. Candidates found in possession of prohibited materials will be reported to the authorities in both Universities.
9. No part of any question or answer sheet shall be torn out or removed from the examination room.
10. You must leave outdoor coats and any bags containing personal possessions in the designated area of the examination room. Invigilators and/or Janitorial Staff will direct you on where to leave these items. Small valuable personal items, such as purses or mobile phones, may be kept in a closed bag or container under your seat, if allowed by the invigilators.
11. In the event of a fire alarm, you must have all examination materials and personal belongings and proceed quickly but quietly to the nearest designated Fire Exit. You will be instructed at the start of the examination on what to do in the event of a fire alarm. Please make sure you listen to and follow the instructions given to you by the invigilators.
12. Invigilators will report any breaches of the rules or the Instructions to Candidates on Conduct in Written Examinations that occur during examinations. If you are at all unsure of the rules or Instructions or any part of your commitment to them, please either speak to your School before the examination or speak to an invigilator in the examination room.

The penalties for misconduct in examinations are severe. The typical penalty for a first offence is to be awarded an H grade for the course without opportunity for reassessment, which means that you cannot continue with your studies or graduate with an honours degree. In serious cases you may be expelled from the University and your academic record will be erased, as if you had never attended, which means that you will get no benefit from your studies at all. In order to avoid consequences such as this, you must be particularly aware of the items in your possession as you enter the examination room. Please ensure you have no notes in pockets or other places where they can easily be forgotten. Do not bring pencil cases into examinations.

The Glasgow College UESTC provides Chinese–English dictionaries for Year 1 exams. No calculators are allowed to be used in Calculus I, Calculus II, and Probability and Statistics. For those course examinations in which you are allowed to use calculators, the calculators must not have graphics and cannot store or display text. You must bring your own calculator to the exam, as there will not be any calculators available to borrow from the Glasgow College UESTC during the exams. Students will not be allowed to share calculators in an examination. Please make sure that you bring the appropriate calculator with you. Use of a calculator that does not meet these guidelines will be considered to be student misconduct.
HEALTH AND SAFETY POLICY

Safety Instructions

• Students must abide by the School’s Safety Policy, Regulations and Procedures which are available from the Glasgow College UESTC and the laboratory safety rules.
• In the laboratories/workshops, students must comply with safety, environmental and housekeeping rules and regulations.
• Food and drink must not be brought into the laboratories.
• Clothing and footwear worn in laboratories must be appropriate: for example, covered footwear, no trailing scarves etc.
• Laboratory safety attire and relevant personal protective equipment must be worn when required.
• Students should not undertake any experimental work without first having obtained clearance and received guidance from academic and technical staff.
• Students should exercise caution and behave in a calm manner when conducting experimental work.
• Local safety signs must be obeyed.

Smoking

Smoking is not permitted in the building of the Glasgow College UESTC.

CONTACT NUMBERS

Glasgow College UESTC
UESTC Qingshuihe Campus · 2006 Xiyuan Avenue · West Hi-Tech Zone · Chengdu, Sichuan · P.R. China 611731
611731 中国四川成都市 高新西区西源大道2006号 电子科技大学清水河校区 主楼A1区4楼

Main Contact Numbers

Student Affairs Centre (Academic) · 6183 1797 · panyuling101128@uestc.edu.cn
Student Affairs Centre (Support) · 6183 1731 · changz@uestc.edu.cn
Glasgow College UESTC Office · 6183 0120 · 6183 0101 · ruoli.zhong@glasgow.ac.uk
Glasgow University Administration Office · 6183 1501 · ruoli.zhong@glasgow.ac.uk
Chengdu International Dialling Code +86-28

Emergency Contact Numbers

Fire Emergency (火警) · 119
Police Emergency (报警) · 110
Campus Security (校警) · 6183 0110
Ambulance Emergency (救急) · 120
Campus Hospital Emergency (校医急救) · 6183 0120

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