

MANCHESTER  
1824

The University of Manchester

# IT'S TIME

YOUR GUIDE TO  
ARRIVING AT  
MANCHESTER

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Download the campus map to your device: [www.manchester.ac.uk/maps](http://www.manchester.ac.uk/maps)

For further information about the steps to becoming a Manchester student, visit: [www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)



## WELCOME TO MANCHESTER

**Give yourself a high five, celebrate with friends and smile. Revel in how far you've come.**

But don't forget this is a major crossroads in your life, whether you're studying for the first time or you've got three degrees under your belt, whether you're coming from up the road in Oldham or across the ocean in Ottawa. It's a big deal.

There's lots to organise before you get here, and when you arrive – especially if you're joining us from outside the UK. This booklet covers all the key actions you need to take to make those final steps to becoming a Manchester student.

Do these things as soon as you can. Then the fun can begin.

This is just the start of your Manchester story. Who knows where it will lead? Grab the bright future with both hands, embrace every opportunity, dream big with new friends, dazzle everyone and surprise yourself. Be your absolute best and know we'll be with you all the way. We can't wait to welcome you.

Manchester. You've arrived.

Find out more:  
[www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

# LOG IN TO STUDENT LIFE

## Activate your IT account

Before you do anything else, make sure you have that all-important University email address and personal online account. You can't do anything else without it.

We will send an IT activation email to your current email address once your place has been confirmed. This email will tell you exactly what to do to activate your IT account: the first step to becoming a student at Manchester

You can't do anything until then. So, sit tight for now, and make sure you check your inbox regularly.

You'll need to upload a digital, passport-style photo of yourself during this process. Get that perfect shot ready and saved on your device.

# MAKE IT OFFICIAL

## Register to be a student

Get ahead and register online before you arrive. You can register any time between 1-30 September. Late registration after 30 September will incur a £200 charge, so you'll want to avoid that!

Simply log in to My Manchester with your newly created username and password, and click the registration tab. Follow the on-screen instructions to complete your passage to student life.

Remember, you must activate your IT account before registering as a student.

## IT & Student Registration helpdesk

### Location

The Atrium at University Place  
(37 on the map)

### Times

Weekdays between 9 - 30 September,  
10am - 4pm

Saturday 14 and Sunday 15 September,  
11am - 3pm

# INTERNATIONAL ARRIVALS

## International Check-in

If you're joining us in Manchester from a country outside the EU, you'll need to complete International Check-in when you arrive at the University, so we can check you have the correct immigration permissions to study here.

Your decision letter will state exactly what you need to do, and what you need to bring with you. Full details are available at:  
[www.manchester.ac.uk/start-your-course](http://www.manchester.ac.uk/start-your-course)

If you're on a Tier 4 visa, you must attend International Check-in in person.

### Location

Student Services Centre  
(57 on the map)

### Times

Weekdays between 9-30 September,  
10am-4pm

Saturday 14 and Sunday 15  
September, 11am-3pm

# POLICE REGISTRATION

If you're coming to the UK from certain countries, it's a legal requirement that you make an appointment to register with the police within seven days of arriving in the UK.

Your visa documents should state whether or not you need to register with the police.

Details, including a list of affected countries, and a FAQ document are available online at:  
[www.manchester.ac.uk/policeregistration](http://www.manchester.ac.uk/policeregistration)

## Police registration helpdesk

### Location

Whitworth Corridor (151 on the map)

### Times

Weekdays between 9-30 September,  
10am-4pm



## CHECK OUT



### Pay your tuition fees

To officially become a student, we need to make sure your tuition fees are paid.

This is the final step of student registration.

If you have taken out a student loan, received a bursary or award, or have an external sponsor, you will still need to complete this step. You'll be taken through the payment step in the online registration process, but the contribution box will state that there are no outstanding fees.

If you do have a contribution to make at this point, for example if you are self-funding, the contribution box will show the amount you owe. You will be guided through the payment process online, and can pay by credit or debit card. If you are making a payment in part/full (a large sum), it is advisable to contact the issuing bank in advance of making a payment,

You can also pay in installments by Direct Debit, but you must have a suitable UK bank account in order to do this. For details on Direct Debits, visit:

[www.manchester.ac.uk/direct-debits](http://www.manchester.ac.uk/direct-debits)

If you are receiving an award or payment from the University, you need to enter your bank details to your My Manchester online account in order to receive this. Follow our step-by-step guide online at: [www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

If you are unable to pay online before arriving, you can pay once you're here. You can do this on campus in The Atrium at University Place (37 on the campus map):

#### Times:

Monday 9 – Friday 30 September,  
10am – 4pm

Saturday 14 September, 11am – 3pm

Sunday 15 September, 11am – 3pm

You can also make a payment via the Registration Helpline between Monday 2 – Friday 27 September. Please note the card holder must be present when making a payment over the phone.

**+44 (0) 161 306 5544**

Once your fees are paid, your registration is complete. You are now officially a student at The University of Manchester!



## CASHING IN

### Set up a bank account

You'll want to make sure that you have access to the cash you'll need during term-time, the cards you need to pay your way, and a bank account you can use to set up Direct Debits if you want to pay for anything (including fees and rent) in instalments. If you're coming to the UK from another country, remember, you can't set up a Direct Debit from a non-UK account, so it's best to open a UK account as soon as you get here.

If you're based in the UK, you should shop around for the student account that suits you best – read the terms and conditions carefully, check the free overdraft limits, and try to choose the best overall account.

Detailed information on bank accounts is available online at:

[www.manchester.ac.uk/bank-account](http://www.manchester.ac.uk/bank-account)

If you're an international student, to set up a UK bank account, you'll need a bank letter from the University. Get one here:

**Destination:** Whitworth Corridor  
(51 on map)

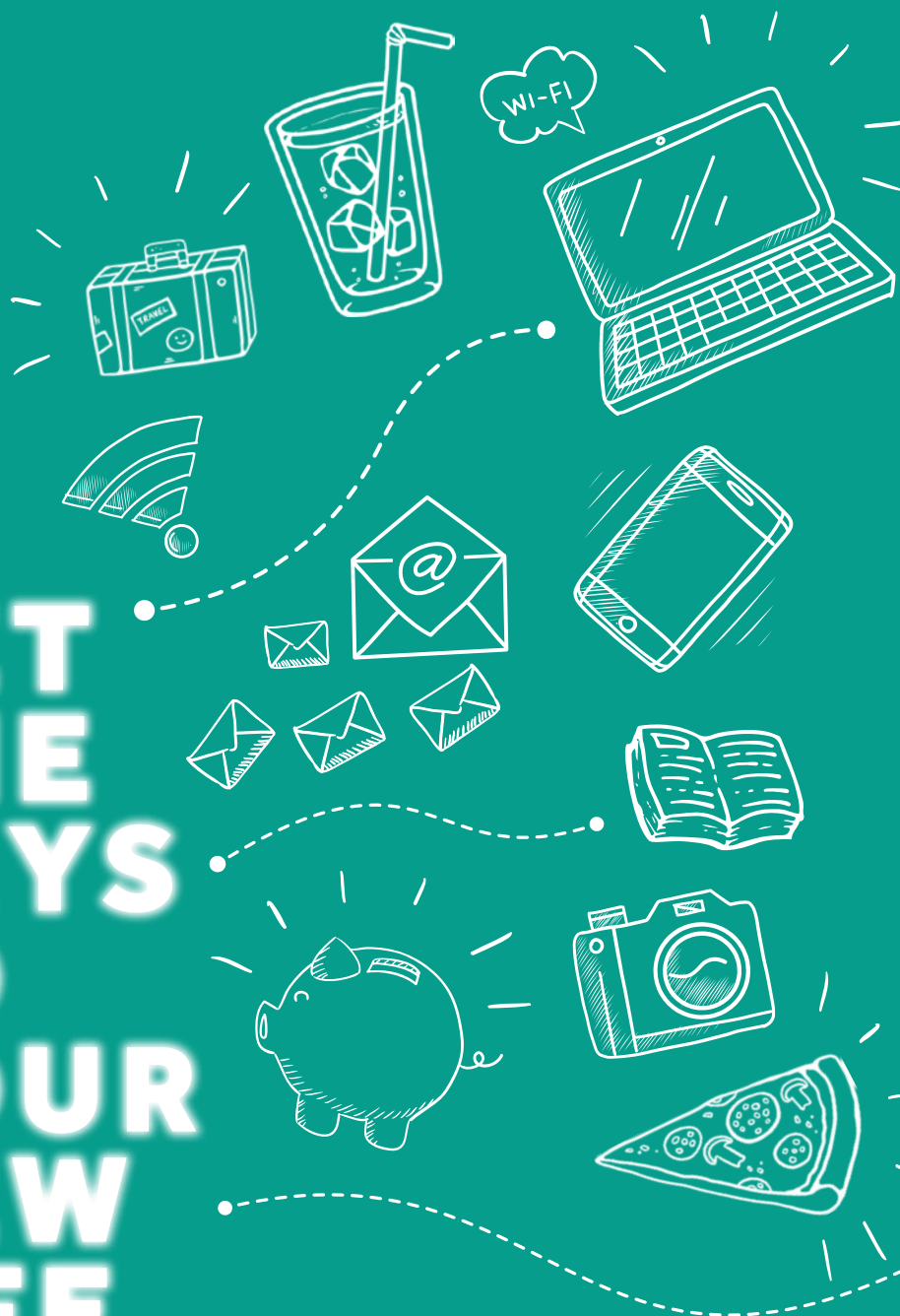
**Times:** Monday 9–Friday 27 September  
10am–4pm (closing at 1pm on Friday  
27 September)

Saturday 14 and Sunday 15 September  
11am–3pm





# GET THE KEYS TO YOUR NEW LIFE



You've probably already applied for University accommodation, if that's where you've chosen to live. If you haven't, get moving! You need to apply by 31 August.

**[www.manchester.ac.uk/accommodation/applynow](http://www.manchester.ac.uk/accommodation/applynow)**

It's nearly time to turn the key to your new room, and your new life as a student in Manchester. But, before you move in, you must confirm your accommodation.

We will contact you to begin this process. Once your place at the University has been confirmed, we will send you a formal offer of accommodation by email. Don't worry if you don't hear from us immediately – this may take several weeks.

Accept your offer as soon as possible. There will be a link in the email navigating you to the website and full instructions of how to accept your place.

To secure your place, you must pay a rent pre-payment of £400, or pay the amount in full if you wish. Details of how to pay will be in your accommodation offer email.

If you would like to pay your rent (after the pre-payment) in monthly instalments, you will need to set up a Direct Debit by 30 September. Please note that you can only set up a Direct Debit with a UK bank account. If you'd like to set up a Direct Debit, email **[ddaccom@manchester.ac.uk](mailto:ddaccom@manchester.ac.uk)**

Pay your rent pre-payment over the phone between 2 - 27 September on **+44 (0) 161 306 5544** (excluding weekends).

If you've chosen to live in private rental accommodation, contact your letting agent to confirm details of payment and moving in arrangements.

# TO DO LIST

Getting everything – and yourself – ready for university can sometimes feel overwhelming. With so much to arrange, and such a big life change ahead of you, it's important to stay organised.

To get you started, we've penned a to do list to help you keep track of the most crucial admin tasks.

## At home

- ☐ Set up a student bank account (UK students)
- ☐ Confirm accommodation
- ☐ Activate IT account
- ☐ Upload photo
- ☐ Register online as a student
- ☐ Pay fees

## On campus

- ☐ Collect student card
- ☐ Complete international check-in (international students)
- ☐ Collect bank letter and set up UK bank account (international students)
- ☐ Book police registration appointment (international students, if applicable)
- ☐ Register with a doctor



# PICK UP YOUR STUDENT CARD

You've arrived. Maybe have a quick sit down, dig out that kettle, have a cup of tea and say "hi" to your new flatmates. Ok, maybe make them a cup too! But, once you've done that – before you do anything else – the first thing you need to do is collect your student card!

This card is really important. Without it you won't be able to do any of the things students do. You need it to access areas of campus including libraries, study spaces and lecture theatres. You'll also need your student card to take advantage of the huge range of student promotions across the city – something not to be missed!



## Card collection points

**The Atrium, University Place**  
(37 on map)

Monday 9-Monday 30 September  
10am-4pm

Saturday 14 & Sunday 15 September  
11am-3pm

**Barnes Wallis Hub (9 on map)**

Monday 9-Monday 30 September  
10am-4pm

**Fallowfield Halls of Residence**

Thursday 12-Saturday 14 September  
9am-4pm

Sunday 15 September 9am-3pm

Any problems, call the registration  
hotline on +44 (0)161 306 5544  
Weekdays throughout September  
9am-5pm

# HEALTH CHECKLIST

- Make sure your vaccinations are up to date before you arrive, particularly Measles, Mumps, Rubella (MMR) and Meningitis ACWY.
- Register with a doctor as soon as you arrive. There will be information about how to do this at the Start of Year Fair in your first week and in University accommodation.
- Check you are eligible for NHS healthcare – if you're from the UK, EU or from outside the EU on a visa for more than six months, you should be fine.

Full details on healthcare in the UK are online at:  
[www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

# HAND LUGGAGE ESSENTIALS

## Travelling to Manchester from abroad

We recommend you carry the following important items with you in your hand luggage when travelling internationally. Occasionally, hold luggage can get lost, and you might need easy access to your documents during your journey or at immigration.

- Valid passport with UK visa (International, non-EEA/Swiss citizens), or a valid passport or national identity card (EEA/Swiss citizens).
- Academic qualification documents listed in your CAS statement and evidence of your English language proficiency (International, non-EEA/Swiss citizens).
- Original documents to prove financial support for tuition fees and maintenance, and a print out of your CAS statement (International, non-EEA/Swiss citizens).
- TB screening certificate if one was required to obtain your Immigration permission (International, non-EEA/Swiss citizens).
- Offer letter from academic School and evidence that you can support yourself and pay (or have paid) your tuition fees. (International students applying for a Short-term study visa).
- Travel insurance details (we recommend travel insurance to cover your journey and first two weeks in Manchester).
- A small amount of cash and bank cards.
- Details of your destination in Manchester including address and contact telephone number.
- Welcome Pack, and other important information from the University.
- If you are arriving by air and need to carry liquids or essential medications in your hand luggage, please check the UK's current hand luggage rules.



## DESTINATION MANCHESTER

### Getting to the University

Manchester is the capital of the North, with public transport connections and infrastructure to match, including a major international airport. Wherever you're coming from, whether it's two bus stops away or three flights across ten time zones, we're sure you won't have any trouble finding us. And, the University is close to the city centre, so your accommodation won't be far from a major transport hub.

Details and directions are available on our website:  
[www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

### Airport Service for International Students

If you're arriving into Manchester Airport, our friendly student ambassadors will meet you personally, and direct you to our free transport service to University Halls of Residence.

Airport Service is available between 10-15 September, selected times only.

View details and book online at:  
[www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)



# THE MANCHESTER WELCOME

At Manchester, we want to give you a welcome that represents the warmth, diversity and excitement of the incredible city you'll be studying in.

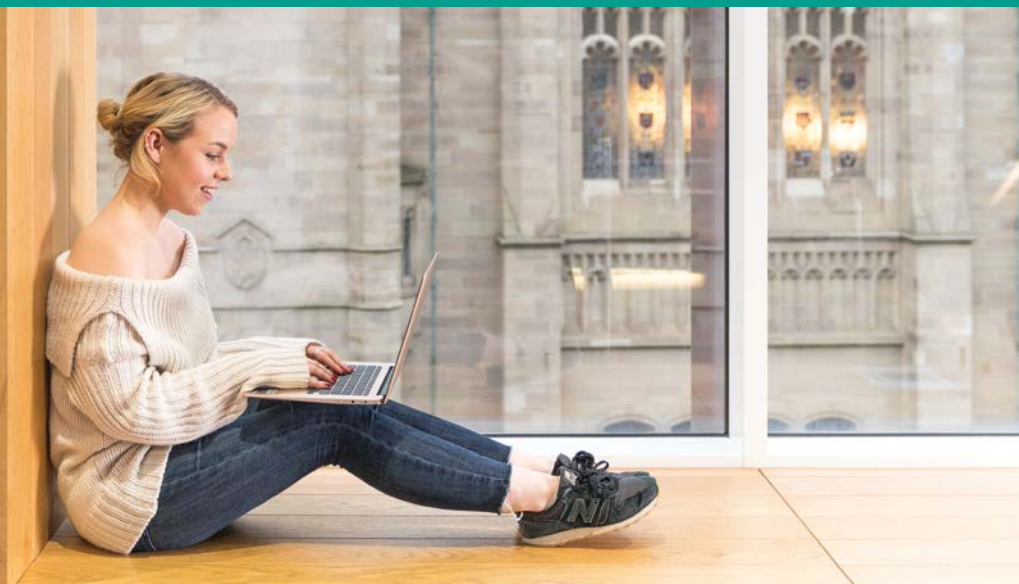
That's why we put on a world-class welcome, wherever you're coming from.

With a huge choice of social events in partnership with the Student's Union, activities held by academic Faculties and Schools as well as Halls of Residence, you'll have trouble fitting in all the fun! We also run a range of fairs, activities and events aimed at introducing you to student life, societies, support and everything The University of Manchester has to offer.

## From outside the UK?

Orientation is a tailored programme of events designed especially for those of you coming to Manchester from outside the UK. You can choose from a wide range of special talks covering topics from studying and banking in the UK to how to get the most out of our English language support.

Visit the website to take a look at the exciting presentations, workshops and social events taking place as part of Welcome and Orientation in your first few weeks.



# Saturday Village Fair

**Saturday 14 September, 10am-3pm**  
**Outside University Place, Oxford Road**

Our village fair will celebrate the diversity and talents of our fantastic students from across the globe.

With traditional British fairground stalls, craft activities and food tastings, our national and faith societies will be there to welcome you to our unique University community.

Our student ambassadors will also run tours of the campus and into the city centre in a variety of languages, so sign up in advance at the AskMe desk in the Whitworth Building. There are also campus tours in English on every day from Thursday 13 September - Friday 20 September. These tours start from the AskMe desk.

# Sunday Feel Good Fair

**Sunday 15 September, 12pm-4pm**  
**Outside University Place, Oxford Road**

Our first ever Feel Good Fair will be packed with student societies showcasing their activities, giving you the opportunity to sign up and get involved. We will also have a new selection of stalls and activities to keep you entertained.

Our student ambassadors will be running special tours through the weekend to secret spots on campus and their personal favourite city locations.

All orientation events are free of charge. See a full programme of events online at: [www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)



# Create a home from home

**Eight tips to make your new room feel like home from the moment you arrive.**

## 1. Design your own gallery

Print out a selection of personal photos before you arrive, from summer adventures with friends, to family favourites or even a selfie with your dog. Stick the prints up in your room to help you to feel close to the people you love.

You could even get creative and add your favourite motivational quotes to give you a little boost whilst studying.



## 2. Cosy up with some mood lighting

Light up your life with fairy lights to achieve that cosy glow. From cats to cactuses and chilli peppers, there are all sorts available to suit every taste! Drape them across your bed, or hang them along your shelves and watch your room transform into the ultimate snug space

## 3. Brighten up your bedding

In a small student room, the bed takes up a lot of space – so make it work! If your budget allows, opt for a vibrant set of new sheets, brighten up classic whites with a patterned throw, or add a pop of colour with contrasting cushions. You'll be amazed at how a splash of colour can transform your room.

## 4. Create the perfect study space

While there are lots of places to study on campus, there's nothing quite like your own desk. Make a personal study station in your room and stay organised with table-top organisers, pots for your pens and a noticeboard to add your reminders to, as well as photos of your new friends!



## 5. Add some greenery

There's no doubt about it, nature is good for you! Bring a little touch of the outdoors in with some greenery. Whether it's super cool succulents, leafy green house plants, the occasional bunch of flowers – or even pictures of them – they'll bring a fresh perspective to your room and to your life.

## 6. Be smart with storage

Showcase books, photo frames, plants and stationary on open shelves and utilise under the bed space for things you don't need access to, for example, winter coats and extra bedding. Make some time at the end of each semester to have a clear out – it's good for the soul, and you can donate your unwanted items to local charities!

## 7. Make yourself comfortable

Whether you're moving half an hour away or half way around the world, don't forget to bring a few home comforts to help ease the transition to your new life in Manchester. It could be your favourite blanket, a poster from your room at home, or even a bag of local coffee.

## 8. Know we're there for you

If you're living in University accommodation, be sure to connect with your dedicated ResLife team. The team is made up of a group of friendly students and staff who live in your accommodation and are there to support you if you have any problems at all.

# The Mancunian Way

## An essential guide to life in Manchester

### Walk the walk

The best way to explore our fantastic city is by foot. You'll experience the multicultural hustle-bustle, meet our friendly locals, wander through relaxing green spaces and gaze up to see awesome architecture.

If you're short on time, or the weather's putting you off, there are other options:

Manchester's cycle network has been transformed and is now safer and more connected than ever, with a dedicated route along Oxford Road. We recommend a good quality lock, using the bike lock-ups on campus, and opting for an overt bike mark, available through the University.

[www.manchester.ac.uk/cycle-security](http://www.manchester.ac.uk/cycle-security)

You'll never wait long for a bus in Manchester, and it's much cheaper and greener than a taxi. It's a good idea to buy a student bus pass, which you can get from the Students' Union during Welcome. You can buy single and return tickets from the bus driver directly, and most buses now accept contactless payment. For travel between North and South Campus, the 147 bus is free when you present your student card.

Sometimes, especially at night, a taxi is the only option. Make sure you wait in a safe place and check the driver's ID. It's best to

pre-book a private taxi, but if you are flagging one, make sure it's a council registered black hackney cab. The Students' Union runs a Safe Taxi Scheme if you run out of cash and need to get home.

[www.manchesterstudentsunion.com/safetaxi](http://www.manchesterstudentsunion.com/safetaxi)

### Sometimes it pays to be a student

You'll be amazed just how many student offers are available across the city, and online, with your student card. From free pizza to exclusive nights out, discounts on books, travel, shopping, leisure and fitness, being a student certainly has its perks. Always check if a store you're in offers a student discount – chances are they do! Shop around for discounts at:

[www.manchester.ac.uk/student-deals](http://www.manchester.ac.uk/student-deals)

There's no need to carry much cash in Manchester, as most shops and restaurants accept card, and there are plenty of ATMs in the city. When withdrawing cash, always make sure you stay alert and cover your PIN.

### Don't worry, be happy

Life is full of ups and downs, and being away from home can sometimes make the downs more difficult. We offer lots of different services to support you to stay happy and healthy during your time with us, such as podcasts, mindfulness classes and one-to-one counselling sessions. Find out about our wellbeing services: [www.manchester.ac.uk/studentsupport/taking-care](http://www.manchester.ac.uk/studentsupport/taking-care)

### Shop right

**Food** - It's so important to eat well during your studies – and cooking from scratch is often the healthiest and cheapest option. You can buy everything you need at big supermarkets such as ASDA (Hulme) and Sainsbury's (Fallowfield), and there's smaller convenience shops such as Morrison's Local on campus, as well as Lidl and Tesco Express a short walk away. For international ingredients, you can't beat Worldwide Foods in Rusholme or one of the many specialist shops in Chinatown, and for fresh fruit and veg, your best bet is a local market, or a subscription of seasonal and local produce from The Veg Box People.

**Home bits and bobs** - As well as large supermarkets, shops like Wilko and Home Bargains are good value for practical household items. If you're looking for some unique and interesting bits to liven up your room, opt for independent shops in the Northern Quarter or try the gift shops at Manchester Museum or The Whitworth. High Street favourites such as Primark and Homesense have plenty of cheap and cheerful options, or you could be truly unique and shop for pre-loved items at charity shops, or online using Depop or Facebook Marketplace.

### Weatherproof yourself

You may have heard that sometimes it rains in Manchester... Whatever the weather, we have to admit it's pretty unpredictable. A Manchester survival kit should always include an umbrella, a waterproof coat and sunglasses – you don't want to get caught out!



# Week one: Nailed it!

## 1. Pop along to the student fairs

Be sure to make some time to visit the Student Fairs during Welcome, where there truly is something for everyone. Discover how the University can support you at the Start of Year Fair, be inspired to pursue your passion at the Societies Fair and see what you can get your hands on at the Freebies Fair!

## 2. Immerse yourself in Manchester's culture

You've read all about it, now it's time to experience it! Your first few weeks are the perfect time to get a taste of Manchester's eclectic cultural landscape. Go for a stroll around the many galleries and museums, enjoy some new music at a late-night gig or join a historical campus tour in between lectures – whatever your scene, you'll find it in Manchester.

**Start as you mean to go on with eight ways to make the most of your first week at Manchester.**

## 3. Be your best with Stellify

Your Stellify journey begins as soon as you arrive. Jump straight in by taking part in the first Ethical Grand Challenge on 17 September, where you'll team up with peers to find answers to some of the biggest sustainability challenges facing our planet. Don't stop there – make a difference and work towards the prestigious Stellify Award through engagement with student societies or community volunteering.

## 4. Get to grips with the library

During your time as a student, you'll probably spend many, many hours in the library! Make sure you're getting the most out of your time by finding out at the beginning of term what the library offers and how to use its core services, such as printing and requesting books, charging your devices and checking the availability of computers and study spaces.

[www.manchester.ac.uk/library](http://www.manchester.ac.uk/library)

## 5. Scrapbook your memories

We know you can archive your Instagram Stories, but there's nothing quite like documenting your memories the old-fashioned way. Whether it's a flyer from your favourite night out, a plane ticket from your last trip, or the first pictures you took with your new friends during Welcome, creating a scrapbook is a great way of capturing your time at university, so you can look back and reminisce with old friends at graduation and beyond.

## 6. Catch up with friends and family

We know you'll be super busy during your first semester, but it's important to take a few minutes each week to catch up with your family and friends back home. Find out what's new with them and tell them all about life in Manchester. Keeping this contact means you'll feel more grounded and supported setting out on your new adventure.

## 7. Get ahead with extra reading

Living in an exciting city means sometimes it can be tempting to spend all your time exploring, but don't forget you'll have to start your work sooner or later. It's a good idea to get on top of things early by doing some extra reading during your first few weeks. That way you won't get stressed, and you'll have more spare time during the rest of the semester.

## 8. Batch cook your meals

Save time and money by getting into the habit of batch cooking. Spending time each week cooking big batches of food can be a lovely way to unwind, and it means you don't have to think about what to eat or when to go shopping. Having meals ready to cook quickly also means you'll avoid the temptation of a takeaway, saving money and staying healthy. Win-win!





# DATES FOR YOUR DIARY

Pencil these dates in now – you won't want to miss out!  
See up-to-date events listings at [www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

**THURSDAY**  
**12**  
SEPTEMBER

Most University accommodation opens\*  
Welcome activities begin

**TUESDAY**  
**17**  
SEPTEMBER

Students' Union Freebie Fair  
Sustainability Challenge (undergraduates)  
Start of Year Fair

**FRIDAY**  
**13**  
SEPTEMBER

Orientation presentations and workshops for international and EU students.

**WEDNESDAY**  
**18**  
SEPTEMBER

Start of Year Fair  
Students' Union Sports and Physical Activities Fair

**SATURDAY**  
**14**  
SEPTEMBER

Saturday Village Fair

**THURSDAY**  
**19**  
SEPTEMBER

Students' Union Sports and Physical Activities Fair

**SUNDAY**  
**15**  
SEPTEMBER

Orientation presentations and workshops for international and EU students  
Sunday Feel Good Fair

**MONDAY**  
**23**  
SEPTEMBER

Semester one teaching begins!

**MONDAY**  
**16**  
SEPTEMBER

Welcome and induction events in academic Schools and Halls begin  
Students' Union Freebie Fair

\*You'll receive the exact opening date and arrival instructions for your Hall from the Accommodation Office separately.

Events may be subject to change.  
For a full list of events at the University, visit [www.manchester.ac.uk/getready](http://www.manchester.ac.uk/getready)

# WHERE TO GET THINGS DONE

Take time to get yourself familiar with the campus. Download the campus map to your device to find out where you'll need to go to complete tasks, join in with workshops or seek support from one of our help desks during Welcome.

## UNIVERSITY PLACE (37 on map)

### Card collection, registration and payment queries

Monday 9 - Monday 30 Sept, 10am - 4pm  
Saturday 14 and Sunday 15 Sept, 11am-3pm

### Orientation presentations and workshops

Friday 13 and Sunday 15 Sept

## BARNES WALLIS HUB (9 on map)

### Card collection

Monday 9 - Monday 30 Sept, 10am - 4pm

## FALLOWFIELD HALLS OF RESIDENCE

### Card collection

Thursday 12 - Saturday 14 Sept, 9am-4pm  
Sunday 15 Sept, 9am-3pm

## KILBURN BUILDING, THEATRE 1 (39 on map)

### Orientation workshops

Friday 13 and Sunday 15 Sept

## STUDENT SERVICES CENTRE (57 on map)

### International Check-In

Monday 9 - Monday 30 Sept, 10am - 4pm  
Saturday 14 and Sunday 15 Sept, 11am - 3pm

## WHITWORTH CORRIDOR (51 on map)

### Bank letters and police registration

Monday 9 - Friday 27 September, 10am - 4pm  
(closing at 1pm on Friday 27 September)  
Saturday 14 and Sunday 15 Sept, 11am - 3pm

The University of Manchester  
Oxford Road  
Manchester  
M13 9PL  
United Kingdom

Royal Charter Number RC000797

