



UNIVERSITY OF CAMBRIDGE

Faculty of Modern and Medieval
Languages and Linguistics



2022/2023

Year Abroad Office
Faculty of Modern & Medieval Languages and Linguistics
Sidgwick Avenue
Cambridge CB3 9DA

UNIVERSITY OF CAMBRIDGE

**This booklet contains important information.
Please read it carefully *now* and *save* a handy copy in your
personal device.**

<https://www.mml.cam.ac.uk/undergraduates/current-undergraduates/year-abroad>

INTRODUCTION

Your Year Abroad is an integral part of your Cambridge Modern Languages course. It is in other words an *academic* year, which will be assessed academically and should be planned with academic goals foremost in mind. The key to success on your Year Abroad is immersion in your foreign language(s) and environment(s). Most students find their Year Abroad invigorating, horizon-expanding and an invaluable source of life experience and wisdom, as well as enormous fun. But it is not a belated gap year, or a career-development year (except indirectly, insofar as it will improve your result in Tripos), and should not be approached as such. Instead the fundamental question you need to ask yourself when planning your Year Abroad is: how much closer will this experience bring me to the language and culture that I study for my degree?

You should be prepared to devote some time and effort to planning your Year Abroad during your second year. As a general rule, the more thorough your preparation the more successful your year will be. That said, it is important to be realistic about your expectations of the Year Abroad, especially in the age of Brexit and Covid-19. Be careful not to allow the quest for a perfect year to become a source of anxiety or stress. Many students now on their Year Abroad are having a successful time despite the current difficulties, and despite (in some cases) not having landed their first-choice placement.

In making your plans you should bear the following in mind:

- How will my Year Abroad contribute to my Part II course, especially to my Year Abroad Project and the Part II oral and to the development of my written foreign language skills?
- How can I best gain practical experience of the foreign language and culture?
- Which of the options would be best suited to me? Studying, teaching, or a work placement?

The information in this booklet applies equally to MMLL and HML students.

The Faculty Year Abroad administrators are here to help, so please do not hesitate to consult our records and ask for advice. We want the year to be a positive and rewarding experience for you all.

Dr Hugues Azérad
Director of the Year Abroad
October 2021

WHO DOES WHAT?

Broadly speaking, the Year Abroad Director is in charge of approving placements and risk assessments for the Year Abroad, and other decisions related to *academic progression* (except the **Year Abroad Project*, which is the responsibility of the Part II Senior Examiner). Faculty Year Abroad administrators offer *clerical support* (forms, etc.) to students either on or planning their Year Abroad. (Please note: forms requiring the Year Abroad Director's signature, should be sent directly to them.) Your Director of Studies and Tutor offers *pastoral support* and *practical advice*. Your College Director of Studies should always be your first port of call if anything (non-administrative) goes wrong.

<u>COLLEGE</u> Director of Studies or Tutor	<u>FACULTY</u> Year Abroad Administrators
gives preliminary advice on Year Abroad plans	give advice on specifically administrative matters (forms, funding, what is allowable under Faculty rules)
confirms to the Year Abroad Administrators Office that they support your plans	administer formal University permission and Risk Assessment
gives ongoing pastoral and practical support	process student claims and reimburses non-partner foreign university tuition fees
keeps students' personal files	keep records of all Year Abroad experiences and maintains databases of students and employers
deals with Local Education Authority and Student Loan Company	operate an email list for quick dissemination of up-to-date information on the Year Abroad, especially as regards employment
can supply you with personal references for applications	maintain a web page containing essential information, advice and useful links
Please note: <u>the Faculty does not make travel arrangements or find jobs or accommodation!</u>	have a small reference section of travel guides and guides to living and working abroad
	can supply you with general letters of recommendation, proof of study and <i>conventions de stage</i> (see Employment) in the appropriate language

*Year Abroad Project is currently administrated by the Faculty Office, and enquires should be addressed to the Faculty Office, your DoS or YAP supervisor.

BASIC RULES

You will normally spend your Year Abroad in one of the following ways:

- As a teaching assistant or lecturer
- Studying
- In employment (paid or voluntary)

You must remain abroad in an approved activity for **not less than 8 months** in total and **not less than 3 months in any one country**, unless you spend time consecutively in another country speaking the same language. The approved period of residence abroad shall normally coincide with the academic year in Cambridge, and must begin no later than October. You must inform us if your approved Year Abroad activity has not started by November, so that we can advise on alternatives.

Submission of Year Abroad Plan

1. [Initial Year Abroad Plan Submission](#)

You will be notified when the YA plan registration is opened in Michaelmas term and given instruction. If you wish to apply for a study place in Europe, or are planning to be an assistant with the British Council for all or part of your Year Abroad, you must include this in your submission. The deadline for the submission of the [YA Plan form](#) is **5pm on Friday 21 January 2022**. At that point, the Year Abroad Administrators will begin the first-round allocation of study placements based on your Part IA result. Submission after this deadline can only be processed if there are remaining study places for the second round of allocation.

Please note that neither study placements nor British Council assistantships are to be used as back-ups while you search for an alternative, even if this alternative is of the same placement type (e.g. from a BC assistantship to a paid internship). The Faculty will not approve the alternative arrangement in such circumstances.

2. *Year Abroad Plan Confirmation*

Because of the current complexities surrounding the allocation of Turing Scheme funding, it is essential that everybody committed to their plan while submitting. On this confirmation form you will also indicate two vital pieces of information:

(i) The *type* of placement(s) you are planning to undertake during your year: study, unpaid work, paid work (including BC assistantship).

(iii) The *duration* of each placement.

Although we realise that specific plans (e.g. location, the name of company or university, exact dates) may not yet be in place, these broad undertakings as to type and duration (how many months) will represent **a firm commitment on your part**. Without this the University will be unable to budget for your YA cohort.

It is a University requirement that all your plans are approved by the Faculty Board before you begin your Year Abroad.

Please note that if you are planning to change Tripos after Part IB you will not normally take a year abroad under MMLL regulations, since you will not be a candidate for Part II of the MML Tripos. You should speak to your College Tutor or Director of Studies if there is any possibility of your changing subject. If you do decide to change Tripos, please make sure you inform the Year Abroad Office.

OPTIONS

i) Assistant/Lector

ii) Studying

iii) Employment

Your Director of Studies knows you and your academic abilities and preferences, and will be best-suited to advise you in the first instance on which option to follow. The Year Abroad administrators keep extensive records of all our students' experiences, and consultation of these should be a high priority. The Faculty also keeps a [blacklist](#) of unsuitable employers based on negative feedback received over previous years. The Faculty will no longer advertise these roles, but you may hear of them from other sources; please make sure that you check this [blacklist](#) before contacting potential employers.

Splitting the Year Abroad

It is possible to split the Year Abroad between two countries (see 'Basic Rules' above), though you should consider carefully the benefits of doing so against the extra planning it will require, as well as the inevitable disruption involved in setting yourself up in a new environment mid-way through the year: the complications surrounding visa applications post-Brexit is another factor to consider. You can normally register for a university course halfway through the year but not after the semester has started. Internships or *stages* (see 'Employment' below) can run for a variable length of time, so you can arrange one internship in one country and one in another.

If you apply for one semester only (first or second), make sure that the dates fit in with the rest of your Year Abroad plans, particularly if you are studying in two different countries. Semester dates are not the same everywhere and you must fulfil your attendance dates at each institution. For example, if you wish to study in a partner university in Germany first, then you will not be able to study in almost any other countries for the second semester as the semester dates in Germany are later.

Some European universities will only allow study for the whole year.

i) Assistant/Lector

This will normally be arranged by the British Council. Application is made online through the [British Council website](#), and you will receive full details about this from the Year Abroad Office during Michaelmas Term.

Becoming an assistant is an excellent way to improve your foreign language skills and genuinely integrate into a new environment. Assistantships are comparatively well

paid without being too demanding in terms of hours: you will have time to make friends, visit the region, and engage in other immersive activities. Host schools are generally well set up to receive you and - while they are under no formal obligation to do so - can sometimes help with securing nearby accommodation (often passed on year on year from assistant to assistant). Even if you do not intend eventually to go into teaching, assistantships provide excellent work experience and everything that goes with it: dealing with employers, operating in a team, managing your schedule, taking responsibility etc. These transferable skills will make you attractive to employers in a wide range of professions.

The British Council normally offers a place to everyone who applies, except in those places where demand exceeds supply (for example Italy and Latin America). Remember when making your application that the British Council itself is primarily interested in the contribution you will make as a teacher rather than the experience you will gain by being in a foreign environment.

If you are invited to take part in a further assessment stage, it would be wise to have informed yourself in advance about teaching English as a foreign language and about the country for which you have applied (especially in Latin America).

Assistantships in French schools which run for 7 months are acceptable to the Faculty Board as the equivalent of 8 months. You should also make sure the start and end dates of the assistantship fit in the rest of your YA plan as each country has its fixed length and terms.

A British Council assistantship is not to be used as a backup, and the Faculty will not approve any last-minute attempt to switch to another Year Abroad activity. If you plan to apply for a British Council assistantship position, you may not apply for a study place for the same period of time. If serious extenuating circumstances make it necessary to withdraw your application at any stage, please be courteous in your dealings with the British Council: the Faculty relies on their goodwill and support. Please also keep the Year Abroad Administrators informed.

ii) Studying (Study places list please see <https://www.mml.cam.ac.uk/ya/thinking/studying>)

Many students consider studying abroad. If you are planning to be in a European country and you wish to study, you must take up a study place at one of our partner universities. **Please note: the Faculty will not under any circumstances approve applications to study at non-partner institutions.** If you are planning to spend all or part of your YA in Latin America or Russia, or some other non-European destination, you must choose from a list of institutions approved by the Faculty Board. Fees for

approved courses outside Europe will be paid in full by the Faculty. Please read the finance section carefully.

Studying at a foreign university can be wonderfully enriching: you will experience different intellectual traditions and teaching styles, all in the target language. If you put the effort in, you may establish lifelong friendships with foreign students of your age. It does come with some risks. Only rarely will you be the only anglophone student in that environment, and when far from home it can be tempting to fall back on anglophone company, defeating the whole purpose of the Year Abroad. Also bear in mind that universities in other countries are not as protective as British universities and do not go out of their way to ease the admissions process, so your experience of gaining access will not be at all like applying through UCAS here. Be patient and prepared for a certain amount of red tape! Please consult university websites for information about courses and application procedures. It can be a good idea to enlist the help of fourth-year students or students who are currently abroad studying – the Year Abroad Administrators can put you in touch.

The Faculty will approve courses in a wide range of subjects, provided the medium of instruction is the foreign language. You should take steps to find out about suitable courses **as early as possible**. Please note that some of our partner universities place restrictions on the choice of subject.

Studying at a partner university in Europe

A list of institutions with which Cambridge has exchange links is provided on our [website](#). These were originally set up under the aegis of the Erasmus study programme, and although the British government discontinued UK participation in that programme in December 2020, the exchange partnerships associated with it remain. The Faculty does not require you to study Modern Languages at the host institution, but you should check with the foreign university what courses you may take. Most of the exchange arrangements are with faculties of language and literature; there are, however, some exchanges with faculties of history in France, Germany, Spain and Austria.

Students applying for a European study place for a full academic year must accumulate not fewer than 30 ECTS points (at least 15 ECTS points per semester) to prove that they have attended courses and taken relevant exams. ECTS points are credits awarded by European universities in respect of the courses that they offer. Students who study for one semester only, or who split the year between two universities, must also achieve at least 15 ECTS points per semester.

The Faculty relies on good working relationships with its partner institutions, and trusts its students to act in good faith when dealing with them. For this reason, as with the British Council Assistantship Scheme, we do not permit the use of study placements

as back-up plans while a student looks for something else, even if the proposed switch will not affect the allocation of Turing funds (e.g. if you were to change to an unpaid internship; see below for details of the scheme). This is not fair on our partner institutions; it also denies another student (either at this or another UK university) a valuable opportunity to study. For this reason the Faculty will not approve alternative arrangements in these circumstances.

Studying at an approved institution outside Europe or via College Exchange

The Faculty's approved list of study institutions outside Europe can be found on the [Year Abroad website](#). Students are charged university fees but these will be reimbursed by the Faculty. Because these placements are not administered under the aegis of our formal partnership arrangements, there is no ECTS requirement. Instead you will be asked to provide the Faculty with a certificate of enrolment from your host institution when you arrive and a certificate of attendance on your departure as well as a transcript.

iii) Employment

It is your responsibility to organise employment. The Faculty does not operate placement schemes, though it keeps a database of former employers. If you are interested in this option, you should start looking for a job **as soon as possible**. You must work a minimum of 25 hours per week and your job must not take you outside of the town / city in which it is based. At least 50% of the language spoken in the office must be in the foreign language (though, given the aims of the Year Abroad, you should really be aiming for as high a proportion as possible).

The Year Abroad Administrators maintain records on the [YA moodle page](#) of previous employers who have either employed, or offered to employ our students. You have been given access to this information but more reports and opportunities will come in during Michaelmas Term, so do check the [YA moodle page](#) regularly. Firms interested in employing Year Abroad students usually make their first contact with the Year Abroad Administrators and we disseminate information via our email list – they often ask for applications to be submitted at very short notice and during University vacations, so it is worth checking your email regularly. The Year Abroad administrators also keep a [blacklist of unsuitable employers](#), which you are urged to check carefully when applying for placements not advertised through the Faculty.

Please note that for safety reasons you should always contact employers via email only, and avoid sharing personal data or contact details unconnected to the advertised role. Any attempts by employers to establish contact via other channels (e.g.

WhatsApp groups, social media accounts) should be regarded with suspicion, and students should notify the Year Abroad Administrators before proceeding further.

We exchange information with the University Careers Service, who will also be able to offer you general advice, and of course they have information on all manner of general employment possibilities.

You must submit to the Year Abroad Office proof from your prospective employer that you have a firm offer of employment before your placement can be finally approved (this can be some time **after** the submission of your [YA Plan](#)). You must also provide us with brief details and the exact dates of your employment. The Faculty will approve a wide range of employment, provided that (a) you will be working principally within the medium of the foreign language and (b) there is some intellectual challenge or professional skill involved. Please note that the Faculty does not normally consider nannying, *au pair* work or waiting tables as a suitable employment for the Year Abroad.

For employment in France, the Year Abroad Office can supply you with an approved form of contract, known as a *convention de stage*, and the Director of the Year Abroad acts as the University representative for the purposes of this contract. Please send it when completed to the Year Abroad Administrators Office, which will add the Director's signature. This document will need to be validated by the French DIRECTTE via your employer in order for you to apply for a visa.

Please also note that all French internships longer than 2 months should be paid above the minimum salary 3.9 € per/hour bond by the French labour law. You should make sure your remuneration is within the legal requirement. See <https://www.service-public.fr/particuliers/vosdroits/F32131>

FORMS & DOCUMENTS

All other necessary MMLL forms are on the Year Abroad website and on Moodle. The forms include:

- The [Email Permission Form \(YA.EMAIL\)](#) giving agreement for your email address to be disclosed to fellow students for the exchange of YA advice, and to allow your YA reports to be made available on intranet (Moodle) to future students.
- All students must submit an online [Risk Assessment](#) form for each approved placement via Moodle. Risk Assessment forms for all approved placements are due by Friday 10 June 2022. Risk Assessment forms for any placements that are approved following 10 June 2022 must be submitted by the end of the calendar month in which approval was granted or by your departure date whichever occurs earlier. *Failure to submit a thoroughly completed Risk Assessment form by the designated deadline may result in the placement not counting towards your Year Abroad, and invalidate your University insurance.* See page 13.
- An [Address Form \(YA.ADD\)](#). This should give BOTH the address of the employer, university or school AND your private address while abroad. This should be returned as soon as you have moved into your new accommodation abroad. **You must also ensure that your contact details on CamSIS are kept up to date throughout the year.**
- An [Attendance Form](#) (YA.ATT) to be signed and stamped by your university, employer or school at the end of your year abroad and to be returned by the **second Friday of the full Michaelmas Term 2023.**
- A **Report Form** ([YA.ASST](#) for British Council Assistantships, [YA.STUDY](#) for study placements or [YA.WORK](#) for work placements) to be submitted immediately after each placement during your Year Abroad, according to your activity. It will be made available (unless you request that it be confidential) for consultation by those going abroad in the future.
- [Refund Application Form](#) (optional) for tuition refunds at non European approved study placements and authorised unexpected compulsory expenses. See page 10. (Claims for reimbursement will not be considered after 30 April 2023.)

The submission of these forms is a formal course requirement, but more importantly they help us to help you: please return them promptly.

FINANCE

All students will remain personally responsible for all travel and living expenses during their Year Abroad, regardless of whether they are studying, volunteering or undertaking work placements.

University Fees

Year Abroad students pay 15% of the University Composition Fee via their College. (This policy is determined by the central government and is beyond the control of the University.) Overseas MMLL students are required to pay fees at 50% of the overseas rate during their Year Abroad.

Student Loans

Depending on personal circumstances, Year Abroad students are normally eligible for a Student Loan and it may also be possible to apply for an additional loan. Eligible students can apply for funding support from Student Finance <https://www.gov.uk/apply-online-for-student-finance>. Remember to keep all your Year Abroad receipts in case you are eligible to apply for a Student Finance Travel Grant.

Erasmus Mobility Grant

The Erasmus Mobility Grant is funded by the European Commission. Unfortunately, following Britain's exit from the European Union students working and studying during their year abroad in Europe will no longer have access to these funds from 2022-23.

The Turing Scheme (based on 2021-22)

In March 2021 the Department of Education announced the [Turing Scheme](#). Having applied successfully for the 2021-22 scheme, the University can now support its students to pursue the following in 2021-22:

(i) study placements S. America or Russia

or

(ii) voluntary (i.e. unpaid) work placements in Europe, S. America or Russia

Please note:

- Students studying at a university as part of a College Exchange are not eligible for funding in 2021-22.
- Pursuing paid work placements, including British Council assistantships, will not be eligible for the Turing mobility grant in 2021-22.

Mobility Funding in 2022-23

For those planning the 2022-23 Year Abroad, unfortunately funding arrangements are still uncertain, pending a DfE announcement on the future administration of the Turing Scheme and a successful application by the University in the next round. Please check back here for further updates, as well the website of the University's International Student Office: <https://www.iso.admin.cam.ac.uk/information-current-cambridge-students-1>

The Year Abroad Hardship Fund (based on 2021-22)

The aim of this fund is to support any student for whom financial hardship may result from changes to the funding arrangements mentioned above. Details of the fund will be announced in October 2021, once the Erasmus/Turing arrangements have been finalised and the extent of the likely demand becomes clearer. Future funding arrangements for students facing hardship will be reviewed in light of the University's next application to the Turing Scheme.

Reimbursement of University Fees Abroad

Students are not expected to meet the foreign tuition fees that arise from approved educational arrangements outside Europe during their study abroad. This means that students who study outside of the EU will be able to claim reimbursement of full tuition costs incurred during the Year Abroad.

Students may have to pay their host university for matriculation and incidentals, and these items are not refundable by the Year Abroad Office.

Students affected will primarily be students of Russian and students of Portuguese and Spanish who undertake a Year Abroad outside Europe. Students who study outside Europe must choose from the list of approved educational institutions distributed by the Faculty. Students who undertake a Year Abroad within Europe and who wish to

study must do so at one of the Faculty's partner universities (the exception being College Exchanges).

The Faculty expects students who study outside of the EU to follow a full-time university course designed for home students, and the level of reimbursement reflects this.

Grants

Vacation courses will not be funded (a vacation course is defined as a course which takes place outside the minimum 8-month Year Abroad residence period); students wishing to undertake a vacation course at the end of their second year or before the beginning of their fourth year should apply to their Tutor or Director of Studies.

Using the YA.FEE refund application form

Please read the instructions on the [YA.FEE refund application form](#) carefully. You must pay all fees **in advance** and then claim reimbursement, by sending a completed claim form to the Year Abroad Office accompanied by a copy of the **receipted invoice(s)**. The refund form must show the exact date of payment. Claims will not be considered without a copy of the invoices.

You may submit more than one claim form (e.g. if you are paying for a university course on a termly basis). Payments can be made to either you or a nominee (e.g. a parent).

Reimbursement will be made at the exchange rate current on the date fees were paid, regardless of when the claim form is submitted to the Year Abroad Office.

Claims arising from the Year Abroad 2022-23 will not be considered after 30 April 2023.

The Faculty cannot help with normal travelling, visa or living expenses. You may be able to claim an extra loan in respect of travel and living expenses if you spend your Year Abroad outside Europe on study placements. Please see [here](#).

Please remember that in case of emergency or dire need while you are abroad you should contact the Year Abroad Office straight away. We will be able to advise you and may be able to assist in such circumstances.

HEALTH, SAFETY AND INSURANCE

All students must follow British Foreign and Commonwealth Office travel advice (and additionally the advice of your own government if you are not a British citizen).

www.gov.uk/foreign-travel-advice

Install any recommended apps (such as SAIP for students in France) to your phone to ensure you have up to date information regarding security.

All students must complete an online Risk Assessment for each approved placement by **Friday, 10 June 2022**. Risk Assessment forms for placements that are approved following 10 June 2022 must be submitted by the end of the calendar month in which approval was granted or by the date of travel. *The completion of this form is a formal requirement; failure to submit a sufficiently detailed Risk Assessment form by the designated deadline may result in the placement not counting towards your Year Abroad.* Students are also required to reply promptly to requests for contact from the Year Abroad Office (the Office will routinely contact you in the case of any major risk-related event in the country you are visiting and will expect you to reply immediately).

All students must take out personal health and other insurance cover for their Year Abroad. Free insurance is now offered by the University of Cambridge. Further details can be found at <https://www.insurance.admin.cam.ac.uk/insurance-guidance/travel-insurance/travel-insurance-undergraduate-year-abroad>. It is your own personal responsibility to ensure that you have the cover that you need for your Year Abroad.

You are advised to check well in advance any visa requirements for the country or countries you will be visiting, and whether a residency permit is required. These requirements will include Europe following the end of the Brexit transition period on 31 December 2020.

You are advised to take a photocopy of your passport and keep a separate note of your passport/visa number. Enter two ICE (in case of emergency) numbers on your phone: one for a family member back home, the other for a local contact such as your landlord/landlady, flatmate or work mentor. Also take with you the emergency number to report loss of credit or debit cards.

GHIC

All students in Europe should carry a [UK Global Health Insurance Card \(GHIC\)](#). A UK Global Health Insurance Card (GHIC) gives you the right to access state-provided healthcare during a temporary stay in the European Union (EU). You must provide placement details of your YA placements and the YA Office can only supply a proof supporting letter required by GHIC application on request for approved placements.

CONTACT US

While you are in Cambridge

Office hours for the Year Abroad Administrators' Office are posted on our [website](#). We send out circulars and other information by email, and we encourage you to communicate with us by email as well (yearabroad@mml.cam.ac.uk) as we are currently working in a hybrid pattern and may not be able to receive phone calls and posted mails.

While you are away

Year Abroad students are still members of the University of Cambridge and therefore should bear in mind that their actions can have repercussions for the University and for future students going on their Year Abroad.

Don't forget that while you are abroad we are still available to help in case of need or difficulty. Keep in regular contact with your DoS or Tutor throughout your time abroad. Be sure to save this file with you as it contains all our contact details, which are as follows:

Telephone: +44 (0) 1223 335008 or 335048

Faculty Office: 335000

(You should enter these numbers on your phone).

Email: yearabroad@mml.cam.ac.uk

You can also access our web pages, which are updated regularly:

www.mml.cam.ac.uk/undergraduates/current-undergraduates/year-abroad

You should still use your Cambridge email account while abroad – <https://help.uis.cam.ac.uk/new-starters/it-for-students/getting-started/get-email>

Please check your email regularly during your Year Abroad – we will always use your Cambridge email address to keep in touch with you. The Faculty will send you information relating to your Year Abroad Project and your paper choices for Part II by email during the year.

KEY DEADLINES FOR YEAR ABROAD 2022-23

YA Meetings

- First meeting (Information for planning your year abroad): 2 pm, 20 October 2021 (Wednesday) via [zoom](#).
- Second meeting (Information for safety, YAP and library resources) February/March 2021 (Date and time to be announced)

Friday, 21 January 2022 (First Friday of Lent Term)

- Deadline for [YA Initial Plan Submission](#)
- Details needed:

European Study placements – Up to 4 preferences
British Council Assistantship – Destination country and duration applied/planned
Work placements - Destination country and duration applied/planned
Non-European Study placements - Destination country and duration applied/planned

Friday, 10 June 2022

- Deadline for submitting Risk Assessment Form

HELPFUL SOURCES OF IDEAS

1. Year Abroad Office
<https://www.mml.cam.ac.uk/undergraduates/current-undergraduates/year-abroad>
2. The Cambridge Language Collective
<https://www.thecambridgelanguagecollective.com/>
3. British Council
<https://www.britishcouncil.org/study-work-abroad/english-language-assistants>
4. Cambridge International Student Office
<https://www.iso.admin.cam.ac.uk/student-mobility>
5. Career Services
<http://www.careers.cam.ac.uk>
6. Global Graduates
<https://globalgraduates.com>
7. YA Moodle Page
<https://www.vle.cam.ac.uk/course/view.php?id=77361>
8. Your Language Section website/ YAP moodle pages
9. MMLL Library E-Resources
<https://libguides.cam.ac.uk/languages/e-resources>
10. Year abroad section advisors
 - French - [Dr Hugues Azérad \(YA Director\)](#)
 - German - [Dr Martin A. Ruehl](#)
 - Spanish & Portuguese - [Professor Maria Manuel Lisboa](#)
 - Italian - [Dott. Claudia Domenici](#)
 - Slavonic Studies - [Dr Elena Filimonova](#) & [Dr Ksenia Zanon](#)