Bournemouth University

Useful Contacts & Information for Agents

A quick-reference guide to key contacts, application and CAS resources, student information, and the International Recruitment Team.

GENERAL AGENT ENQUIRIES	ADMISSIONS & APPLICATIONS	CAS ENQUIRIES
international@bournemouth.ac.uk	iat@bournemouth.ac.uk	casstatement@bournemouth.ac.uk

Applications & Admissions

Bournemouth University Virtual Experience	https://experience.bournemouth.ac.uk/
Main contact for agent agreements, agent commission, invoice payment, tagging issues, monthly agent newsletter subscription and other agent enquiries.	international@bournemouth.ac.uk (generic inbox managed by our International Recruitment Coordinators, Milena Przytula and Roxanne Leung)
Application portal	Apply directly from the individual course webpage using the green 'Apply now' button. When creating a new application, please use the applicant's own email address. To follow existing applications, log in here: https://evision.bournemouth.ac.uk/urd/sits.urd/run/siw_ipp_lgn.login?process=siw_ipp_app&code1=D_MBASF_00&code2=0010
Main contact for admission and application enquiries	iat@bournemouth.ac.uk
BU Application Checklist	BU Application Checklist
Application tagging process	BU-Application-Tagging-Process-&-Digital-Consent-Form-Instructions.pdf
English language requirements	https://www.bournemouth.ac.uk/study/international/international-entry-requirements/english-language-requirements
Alternative English language requirements	https://www.bournemouth.ac.uk/study/international/international-entry-requirements/english-language-requirements/alternative-english-language-qualifications

CAS, Systems & Agent Access

CAS enquiries	casstatement@bournemouth.ac.uk
CAS Shield guide	https://www.bournemouth.ac.uk/study/postgraduate/how-apply/cas-shield-step-step-guide-international-offer-holders

CAS Interview guidance document	https://intranetsp.bournemouth.ac.uk/policy/Pre-CAS-Interview-Guidance-Information.pdf
Main contact for Enroly and requests for additional CAS Shield logins	agents@cas-shield.com
Access to BU agent portal, including login details and password resets	SRsystemsupport@bournemouth.ac.uk
Agent portal link	https://evision-development.bournemouth.ac.uk/urd/sits.urd/run/siw_lgn
IT Support	https://www.bournemouth.ac.uk/students/learning/it-information/need-it-help
ICEF Train Your Agent Platform	ICEF Train Your Agents
Representative webpage	https://www.bournemouth.ac.uk/study/international/meet-us/international-representatives

Courses, Funding & Student Information

International Student Guide	https://issuu.com/bournemouthuniversity/docs/_international_student_guide_your_guide_to_starti
Postgraduate scholarships	https://www.bournemouth.ac.uk/study/postgraduate/fees-funding/scholarships/international-student-scholarships
Undergraduate scholarships	https://www.bournemouth.ac.uk/study/undergraduate/fees-funding/scholarships/international-student-scholarships
Undergraduate course list	https://www.bournemouth.ac.uk/study/undergraduate/courses/undergraduate-course-list
Postgraduate course list	https://www.bournemouth.ac.uk/study/postgraduate/courses/postgraduate-course-list
Pathway and pre-sessional English courses	https://www.kaplanpathways.com/where-to-study/bournemouth-university-international-college/
BU accommodation	https://www.bournemouth.ac.uk/why-bu/accommodation
How to pay deposit	https://www.bournemouth.ac.uk/study/international/international-fees-funding/how-pay-your-deposit-applicants-overseas-fee-status
Airport transfers	https://www.bournemouth.ac.uk/students/information-new-students/getting-here/travelling-air

Living expenses - postgraduates	https://www.bournemouth.ac.uk/study/postgraduate/fees-funding/living-expenses
Living expenses - undergraduates	https://www.bournemouth.ac.uk/study/undergraduate/fees-funding/living-costs-budgeting
Academic dates	https://www.bournemouth.ac.uk/students/academic-dates
Support for international students	https://www.bournemouth.ac.uk/students/help-advice/support-international-students
BU Policies and Procedures	https://www.bournemouth.ac.uk/students/help-advice/important-information
Agent Quality Framework, including the National Code of Ethical Practice for Education Agents	The UK Agent Quality Framework Official Information Page

International Recruitment Team Contacts

Use the contacts below for regional recruitment, agent liaison, training, marketing support and international student recruitment activity.

Regional Managers

Primary contacts for developing and overseeing student recruitment and marketing strategies within designated regions, including agent liaison, support, guidance and training.

Name	Email	Role	Regions covered
Lydia Chen	lchen@bournemouth.ac.uk	Senior Regional Manager	East Asia
Nuria Moyano-Martin	nmmartin@bournemouth.ac.uk	Regional Manager	Turkey and Central Asia
Luciana Figueiredo	lfigueiredo@bournemouth.ac.uk	Regional Manager	Americas and Europe
Andy Thompson	athompson@bournemouth.ac.uk	Regional Manager	Sub-Saharan Africa and UK International
James Littlewood	jlittlewood@bournemouth.ac.uk	Regional Manager	MENA and UK International
Yeyen Sinarta	ysinarta@bournemouth.ac.uk	Regional Manager	South East Asia
Swaksha Krishnakumar	india@bournemouth.ac.uk	Regional Manager	South Asia

In-Country Managers

Day-to-day contacts for operational matters, training materials and support, and in-country recruitment activities.

Name	Email	Role	Regions covered
Nicole O. Ogodo	nigeria@bournemouth.ac.uk	Nigeria Country Manager	Nigeria
Nelson Xu	china@bournemouth.ac.uk	China Country Manager	China
Ha Mai Nguyen	vietnam@bournemouth.ac.uk	Vietnam Country Manager	Vietnam
Maryam Akhlaq	pakistan@bournemouth.ac.uk	Pakistan Country Manager	Pakistan and Bangladesh

Other International Recruitment Team Contacts

Name	Email	Role / remit	Coverage
Karishma Gopall	kgopall@bournemouth.ac.uk	International Agents Manager - main contact for BU's overall agent support provision, agent processes and policy, agreements, strategic partnership initiatives, global marketing campaigns and digital recruitment activities.	Global
Caroline Earth	cearth@bournemouth.ac.uk	International Student Experience Officer - supports the organisation and delivery of induction and orientation activities for international students, particularly those adapting to a new cultural environment.	Global
Hersha Pandya	international@bournemouth.ac.uk	Head of International Student Recruitment - developing and leading the University's international student recruitment strategy.	Global