

## **Welcome to the BA (Hons) (top up) Early Childhood Studies**

We are delighted that you have accepted a place on the Foundation Degree in Early Childhood Studies at Wiltshire College & University Centre. The Programme is affiliated to Oxford Brookes University. If your offer is conditional, we hope that you achieve the required qualifications and decide to join us. To help you prepare for the course and the beginning of term, we would like to provide you with some further information - please be sure to read it all and give us a call if you have any questions.

### **Where will I study?**

You will study at Wiltshire College & University Centre, Trowbridge Campus, College Road, Trowbridge, BA14 0ES.

### **What is the cost of my course?**

Full time: £7,570 per year.

### **When do I enrol on my course?**

Online enrolment opens on Monday 22 August and if you are either holding an unconditional offer or have met the conditions of your offer, you will be emailed a link to enable you to complete the enrolment form (if your offer is confirmed later than 22 August, you will be emailed the link at this point). Please check your both your inbox and junk folder of the email account you used for your application and let HE Admissions know if you change email details.

Enrolment is an important step and will allow us to set up a Student Account for you ready to start your course.

You will also be emailed by Oxford Brookes University details on how to access and complete their online enrolment.

### **Induction Day**

We will be holding an Induction Day for all Higher Education students on Friday 9 September at Wiltshire College & University Centre Lackham, Lacock, Chippenham, SN15 2NY (if using a Sat Nav please use post code SN15 2NX).

The day will start at 9.30am and will finish at approximately 4.30pm. Please sign in at the main reception and you will be directed to the Induction session in Lackham House.

There is parking on site and the campus canteen will be open for refreshments.

### **When does my course start?**

Semester 1 teaching begins on Tuesday 13 September .

Full time students are timetabled to be in college on Tuesdays and Wednesday

Part time students are timetabled to be in college on Tuesdays.

## Placements

All students are required to find their own placements within Early Years.

Placement should start W/C 12<sup>th</sup> September and you will be expected to attend for a minimum of 10 hours per week.

The school/setting will need to be willing to offer a mentor and support theory into practice. You will need to be able to work with children, carry out observations and develop plans, or use teacher's planning.

You will also need to carry out a research project in your setting.

### **If you are already working in early years:**

You could also be working in a setting- so employed, this will count as your hours/experience. You will still need a mentor.

## DBS Checks

DBS checks are required for students to be able to undertake their placements. Students who are already in placements/employment may not need to complete an additional DBS if they already have a valid enhanced DBS.

### **What can I do to prepare for my studies?**



#### **Summer reading!**

We suggest that to get a head start over the summer and a reading list will be sent out shortly.

Access to a computer for private study is very important. Much of the course material is made available to you through Microsoft Teams. If you have a laptop then the College has wi-fi zones in the library and the Higher Education spaces, which will enable you to connect to the internet and the College network. The College can help configure your laptop to ensure that you can access the network; details will be made available to you at induction.

If you don't have access to your own computer, free computing facilities are available to students on all the College campuses and in some of the classrooms.

### **Additional costs you may incur**

- Print vouchers (for use on college photocopiers and printers) - all students are provided with some printing credit, once used additional printing credits can be purchased from Student Services in values of £5, £10, or £20.
- Each Lecturer will provide you with a recommended reading list for their specific module - you may find it helpful to buy some of your own textbooks, although the college does have a fully equipped library and you will also have access to Oxford-Brookes online library facilities.

## UCAS Track and Exam Results

### **Exam Results (Conditional offer holders only)**

Exam results for many students holding conditional offers are supplied through UCAS and you will start to notice through the summer that your places become 'confirmed' on UCAS track, as and when we receive your results.

UCAS, however do not supply us with all exam results and you are advised to check with UCAS to see if you need to send any of your results directly to us. If so, please scan and send copies of these to [HEadmissions@wiltshire.ac.uk](mailto:HEadmissions@wiltshire.ac.uk) as soon as available

Results should be official – either in the form of certificates, results slips or transcripts. In the event that none of these are available we will be happy to accept written confirmation on headed paper from your school or college.

Please remember that you should aim to get your results to us before the 31<sup>st</sup> August where possible. Please contact HE Admissions if you are unable to meet this deadline.

### **Student Finance**

If you are planning to apply for student funding but have not yet done so, it is not too late!

We suggest that you apply as possible to limit delays in your funding at the start of your course. You can apply online at: [www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance).

#### **When do you get your student loan?**

You will get your loan once your enrolment is complete and we have confirmed your attendance on the course. The first instalment of your maintenance loan will be paid to you within 5 working days.

Tuition fee loans are paid direct to Oxford Brookes University. If you withdraw from your course, you will be liable for course fees as outlined in Oxford Brookes' terms and conditions.

You should also be aware that the college is legally required to share information about your enrolment with certain statutory bodies including the Student Loan Company and the UK Border Agency.

Please note that if you are withdrawn from the course, whether voluntarily or because the college requires you to do so, we will be obliged to report this to the appropriate agencies.

#### **Bursaries and scholarships**

If you are a student who has spent a period in local authority care and are considering undergraduate study at Oxford Brookes, there is a lot of additional support that the university can offer you.

If you have been in care since the age of fourteen, you are eligible for support from the Student Loans Company or NHS Business Services Authority and your household income is less than £35,000 per annum - **you may be eligible for the Transition from Care Bursary of £2,000 a year.**

Please visit the Oxford Brookes website for further information [University Financial Aid - Oxford Brookes University](#)

### **Students with Additional Learning Support Needs**

We believe in supporting all our students as best we can throughout their study. Sometimes this support needs to be more personalised to better meet their needs. If you feel this may apply to you, please contact [HEadmissions@wiltshire.ac.uk](mailto:HEadmissions@wiltshire.ac.uk) to request an ALS contact form.

If you think you will need extra support whilst studying, please apply for DSA (Disabled Students' Allowance) from Student Finance England. More information can be found here <https://www.gov.uk/disabled-students-allowances-dsas/overview>

Students applying for DSA will be required to have an external assessment. There is a charge for this assessment and whilst we can advise who to contact, we cannot provide the external assessment within the college so this needs to be arranged by you with support at the above link.

The DSA application process is quite a lengthy one and students are advised to apply prior to starting studies to ensure that equate support can be put in place as close to the start of term as possible.[k](#)

## Countdown Checklist....

### Have you:

- ✓ Applied for your student finance (tuition fee loan and maintenance loan) and DSA
- ✓ Sent us copies of all requested qualification certificates (if required)
- ✓ Applied for accommodation (if required)
- ✓ Applied for student discount schemes
  - [NUS extra | TOTUM, UNiDAYS - Fast, free, exclusive discounts for students \(myunidays.com\)](#)
  - [Free Student Discounts | Valid 2022 Codes \(studentbeans.com\)](#)
  - [Extra Funding for University - The Scholarship Hub](#)
- ✓ Considered becoming a member of our Student Alliance? More information to follow!

## Useful Contacts

### HE Admissions at Wiltshire College (0900 – 1630 Mon-Fri)

Call: 01225 756200 Email: [HEAdmissions@Wiltshire.ac.uk](mailto:HEAdmissions@Wiltshire.ac.uk)

### Wiltshire College Main switchboard (0830 – 1630 Mon-Fri)

Call: 01225 350035

### Accommodation team at Wiltshire College Lackham (0830 – 1630 Mon-Fri)

Call: 01249 466896 Email: [AccommodationLA@wiltshire.ac.uk](mailto:AccommodationLA@wiltshire.ac.uk)

### UCAS: (0830 - 1800 Mon-Fri)

Call: 08714680468

### Student Finance England: (0800 - 2000 Mon – Fri, 0900 - 1600 Sat & Sun)

Call: 0300 100 0607