**Welcome to the BA (Hons) Film Production and Cinematography**

Congratulations on accepting your offer of a place on the *BA (Hons) Film Production and Cinematography*. If your offer is conditional, we hope that you achieve the required qualifications and decide to join us at Wiltshire College & University Centre. 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?**

The degree is awarded by Bournemouth University but the course is delivered at the college’s Salisbury campus, Southampton Road, Salisbury, Wiltshire, SP1 2LW.

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

The fee for a UK/EU student on the first year of the course is £9,250 per year.

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

Please complete the online Bournemouth University registration process in August. You will then need to enrol at the college as follows:

**Where and When**

**w/c Monday 16th August 2021** - Online Enrolment.

**Monday 6th September 2021** - An induction on how to use Microsoft Teams, welcome talks, introduction to eStudy, LRC and the HE student governor.

**Monday 20th September 2021** - Academic start

***What to have available at your enrolment (you may be asked to provide these by email):***

1. Proof of your qualifications – including level 3 Qualifications (BTECs, A Levels) and GCSE exam results (even if your offer is unconditional). This is only necessary if you are a new student to the college.
2. Your Student Finance England Award letter confirming your tuition fee loan or payment for your course fees (if you are paying for the course).
3. A form of Photographic ID (driving license/passport).
4. If your employer is paying for your course, please bring your completed employers undertaking form.
5. Stationary.

**When do I start my course?**

**Your course will start on Monday 20th September.** Your timetable will vary each week and this will be discussed at the start of the course.

Please report to the Lecture Theatre at 10am to meet your Programme Leader Kieron Evans and the rest of the BA (Hons) Film Production and Cinematography team. You will need to bring pens, a notebook and a file / folder.

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

Start watching films and television for reasons other than just pure enjoyment. You should watch anything and everything including film and television that you would normally not choose to watch. Make a particular effort to watch material that goes beyond mainstream blockbusters and recent releases. Look at independent films, international cinema, silent movies, film noir, documentaries, costume dramas, musicals. Go beyond your comfort zone and explore different genres, periods and national cinemas.

Most films that you will make on your course are made on location and so a significant proportion of your time will be spent outdoors throughout the autumn and winter months. Do not rely on enthusiasm and dedication to your art to keep you warm and dry – waterproofs and decent footwear are essential!

Having access to a computer for private study is very important. All the course material will made available to you through Bournemouth University’s Virtual Learning Environment called *Brightspace*. You can also find additional news and information on the college’s VLEs called *eStudy* and *Microsoft Teams.* If you have a laptop, the college has wireless zones. For example, 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.

**Equipment you need**

* Stationery (including A4 Leaver Arch Files, Pens, Pencils, Eraser, Ruler, Writing Pads and Memory Sticks).
* A portable Solid State Hard Disk to make personal back-ups of your video files. (We recommend WD, Seagate or Toshiba 1TB USB3 – and formatted to ExFAT).
* Waterproofs and a winter coat for filming days.
* Sturdy footwear.

**Recommended reading**

The following books are available in the college’s library, but you may also wish to invest in these key texts yourself.

* *Cinematography Theory and Practice: Image Making for Cinematographers and Directors*, Blain Brown, Routledge, 3rd edition.
* *In the Blink of an Eye*, Walter Murch, Silman-James Press, 2001, 2nd edition.
* *Production Management for Film and TV*, Linda Stradling, Bloomsbury, 2010.

**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.
* Trips and visits during the year – these will be discussed as they are agreed.
* Filming costs such as transport, actors and props – these can mount up so you will need to budget carefully when planning your projects.
* You may find it helpful to buy your own textbooks although the college does have a fully equipped library and you also have access to the library on the main BU Campus.

**When do I move into Halls of Residence?**

Students who have applied for St Marys Halls of Residence will receive full moving in instructions from the Accommodation team. Please contact accommodationSA@wiltshire.ac.uk if you have any questions about your accommodation.

**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 notice that your places become ‘confirmed’ on UCAS track as and when we receive your results.

However, UCAS 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 as soon as available.

Results should be official either in the form of certificates or results slips. If neither 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 31st 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’s not too late!

We suggest that you apply as possible to limit delays in your funding at the start of your course. The following link will take you direct to the website to apply [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 BU have confirmed your attendance on the course. Bournemouth University will send you a ‘welcome letter’ once you are ‘unconditional firm’ with you log in details and you will then need to complete the BU online registration process **before** you come to enrolment day at Salisbury.

Then, once you have attended enrolment at the college in Salisbury, your attendance will be confirmed to Student Finance by BU and the first instalment of your maintenance loan will be paid to you within 5 working days.

Tuition fee loans are paid direct to the university. If you withdraw from your course, you will be liable for course fees as shown in Bournemouth University’s fees policy.

***Please contact BU if you have any queries about your student loan.***

You should also be aware that the university 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 university, whether voluntarily or because the university requires you to do so, we will be obliged to report this to the appropriate agencies.

**Bursaries and scholarships**

As a student at Bournemouth University, you may be able to apply for a bursary or scholarship. To find out more about these see the ‘Fees & Funding’ section of the Bournemouth University website <https://www1.bournemouth.ac.uk/students/help-advice/finance-support>

**Students with Additional Learning Support Needs**

If you think you will need extra support whilst studying, please contact us before the start of the course to discuss your needs.

All students will be introduced to Paula Hayes from Bournemouth University’s Additional Learning Support team. You can book individual tutorials with Paula whether you have a diagnosis or not.

You can find more information about ALS at Bournemouth University here:

<https://www1.bournemouth.ac.uk/why-bu/student-wellbeing/additional-learning-support>

**Countdown Checklist**

**Have you:**

* Applied for your accommodation
* Applied for your student finance
* Completed your BU online registration
* Applied for any bursary or scholarship you may be entitled to
* Sent us copies of all requested qualification certificates
* Registered online for a parking permit

**Useful Contacts**

* **HE Admissions at the college (0830 – 1700 Mon-Fri)**

Call 01225 756200, email: HEAdmissions@wiltshire.ac.uk

* **Wiltshire College & University Centre main switchboard (0830 – 1700 Mon-Fri)**

Call 01225 350035

* **Accommodation team at the college (0830 – 1700 Mon-Fri)**

Salisbury – 01985 803410 AccommodationSA@wiltshire.ac.uk

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

Call 08714 680468

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

Call 0300 100 0607

* **Bournemouth University** **(0830 – 1630 Mon–Fri)**

Ask BU 01202 969696 / askbu@bournemouth.ac.uk

**Kieron Evans**

Course Leader | BA (Hons)Film Production & Cinematography

*Bournemouth University Partnership Programme*