**Welcome to the BEng (Hons) (top-up) Motorsport Technology**

We are delighted that you have accepted a place on the BEng (Hons) (top-up) Motorsport Technology. 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?**

You will study at our Castle Combe campus, Chippenham, Wiltshire SN14 7EY.

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

The fee for a UK/EU student on the first year of the course is £7,570 (full-time) or £3,785 (part-time) per year.

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

Week commencing **16th August 2021,** you will be able to enrol online.

Week commencing **6th September 2021,** you will be invited to an online induction into ‘new student Teams’ to support your knowledge of how to use Microsoft Teams, for Welcome talks, an introduction to eStudy and the LRC and our HE Student Governor, etc.

***What you will need:***

1. Proof of your qualifications – including level 3 qualifications (BTECs, A Levels) and GCSE exam results (even if your offer is unconditional).
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.

**Your course induction will be on Monday 13th September from 9:00 a.m. – 5:00 p.m. at Castle** **Combe**. Your tutor will give you a timetable during induction, but you need to plan to be in college on Monday and Wednesday. This is currently provisional and may change before the start of the year.

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

Having access to a computer for private study is very important. Much of the course material is made available to you through the college’s Virtual Learning Environment called eStudy and the course uses the Microsoft app Teams. You will also be expected to have completed Maths exercises in the following Algebra and Numbers, Trigonometry, Vectors and Differential Calculus. This is vital revision for before the year starts. 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 and details will be made available to you at induction.

**Equipment you need to bring with you**

* Stationery (including A4 Leaver Arch Files, Pens, Pencils, Eraser, Ruler, Writing Pads), Memory Sticks and a scientific calculator (Casio ‘FX83GTplus’ or ‘FX85GTplus’ layout recommended).
* You will require the correct PPE which will be available to buy through our shop. (Steel toe capped boots or shoes, as well as a Black Lab coat and or coveralls).
* It is highly recommended that you have a laptop that can run software Solidworks 2020.

**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 or by visiting <http://shop.wiltshire.ac.uk/>
* Other visits may take place during the year – these will be discussed as they are agreed.
* A list of recommended books that will support you during your course will be provided during induction and the college does have a fully equipped library. However. you are expected to obtain your own copy of *Engineering Mathematics by John Bird (7th edition)* ISBN 10: 041566280X.

Steel toe capped boots and overalls in black are required and are available to purchase from several local workwear and shoe shops at an approximate cost of £20 each.

Note: further information on the above-mentioned costs will be available during Induction.

**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](mailto: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 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 [Financial support for undergraduate for home (UK) students: 2021-22 - Oxford Brookes University](https://www.brookes.ac.uk/studying-at-brookes/finance/undergraduate-finance---uk-students/financial-support/financial-support-home-2021-22/)

**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.

The college offers a range of support to students which includes:

* Group Study Skill workshops.
* Drop-in sessions every lunchtime during the week.
* Access to assisted technology.
* Assessment for special arrangements during exams.

If this level of support is not going to be enough, you can apply for DSA (Disabled Student’s Allowance) from Student Finance England. More information can be found here[**https://www.gov.uk/disabled-students-allowances-dsas/overview**](https://www.gov.uk/disabled-students-allowances-dsas/overview)

Students with DSA can access additional support which may include:

* 1 to 1 weekly support sessions.
* Specialist equipment and software, i.e., computer packages and laptops.
* A mentor.
* Support in the Learning Resource Centre.

Students applying for DSA will be required to have an external assessment. There is a charge for this assessment.

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.

If you would like to discuss your learning support needs in more detail, please contact us.

* **Additional Learning Support team at college**

Lackham campus. [LearningSupportLA@wiltshire.ac.uk](mailto:LearningSupportLA@Wiltshire.ac.uk)

**Countdown Checklist….**

**Have you:**

* Applied for your accommodation at Lackham
* Applied for your student finance
* Applied for any bursary you may be entitled to from Oxford Brookes
* Sent us copies of all requested qualification certificates
* Confirmed your attendance at your enrolment session

**Useful Contacts**

* **HE Admissions at the college (8:30 a.m. – 5:00 p.m. Mon-Fri)**

Call 01225 756200 or email [HEAdmissions@wiltshire.ac.uk](mailto:HEAdmissions@wiltshire.ac.uk)

* **Wiltshire College & University Centre main switchboard (8:30 a.m. – 5:00 p.m. Mon-Fri)**

Call 01225 350035 or email [info@wiltshire.ac.uk](mailto:info@wiltshire.ac.uk)

* **Additional Learning Support team at the college (8:30 a.m. - 5:00 p.m. Mon-Fri)**
  + Lackham campus. [LearningSupportLA@wiltshire.ac.uk](mailto:LearningSupportLA@wiltshire.ac.uk)
* **Accommodation team at the college (8:30 a.m. – 5:00 p.m. Mon-Fri)**
  + Lackham – 01249 466896 or email [AccommodationLA@wiltshire.ac.uk](mailto:AccommodationLA@wiltshire.ac.uk)
* **UCAS: (8:30 a.m. – 6:00 p.m. Mon-Fri)**

Call 08714 680468

* **Student Finance England: (8:00 a.m. – 8:00 p.m. Mon–Fri, 9:00 a.m. – 4:00 p.m. Sat & Sun)**

Call 0300 100 0607

I look forward to seeing you on the 13th September at Castle Combe.

D Campion BEng. MSC. FHEA

Deputy Head of Department and HE Programme Lead, Motorsport Engineering