Welcome to the Higher National Diploma (HND) in Computing

Congratulations on your offer of a place on the above-named course. If your offer is conditional, we hope that you achieve the required qualifications and decide to join us at Wiltshire College. 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 Chippenham Campus, Cocklebury Rd, Chippenham SN15 3QD

What is the cost of my course?

The fee for a UK/EU student on the first year of the course is £6000 per year.

When will I enrol on my course?

Online enrolment opens on Monday 19 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 19 August, you will be emailed the link at this point). Please check 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.

Induction Day

We will be holding an Induction Day for all Higher Education students on **Tuesday 10th September** at Wiltshire College & University Centre Chippenham, SN15 3QD.

You will need to arrive between 9am – 9:30am to register. The day will start at 10am and will finish at approximately 4pm. Please sign in at the main reception and you will be directed to the induction event. The induction will be where we introduce you to our communication processes and our digital tools for the various kinds of support we offer. This is a crucial and compulsory day which you must attend and is considered your first day of study with us. During induction we will also ask you to check you can receive student email and Microsoft Teams communications on your mobile devices, as well as confirming any reasonable adjustments or government support for special educational needs and/or disabilities.

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

Induction Day forms just one part of your University Centre induction with us here at WCUC. Induction lasts for around 6 weeks and during this time we will signpost you to various online academic study resources you can access, as well as some class-based information sessions.

When does my course start?

Your course will start on Monday 16 September. Please go to reception for 9am to meet your course lecturer. You will be given a timetable at the start of the course but should plan to be in college each week on Tuesdays and Thursdays.

What can I do to prepare for my studies?

Having access to a computer or laptop is critical for higher education study. Much of the course material is made available to you through the College's virtual learning environment on Microsoft Teams.

The College has wi-fi 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. You will be learning a range of new software and will have access to these on the college network in lessons and in personal study time. We start at a basic level to cater for all levels of experience on entry. There is no expectation to purchase hardware/software or reach a skill level before joining the course.

Equipment you need to bring with you

➢ Pens, pencils, ruler and a USB pen drive of at least 32Gb

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.

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 as soon as available.

Trowbridge Campus
College Road, Trowbridge, Wiltshire, BA14 0ES

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Lackham Campus
Lacock, Chippenham, Wiltshire, SN15 2NY

Salisbury Campus
Southampton Road, Salisbury, Wiltshire, SP1 2LW

Tel: 01225 350035 wiltshire.ac.uk

Results should be official – either in the form of certificates or results slips. In the event that 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 31 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. You can apply online at: www.direct.gov.uk/studentfinance.

When do you get your student loan (maintenance 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 the College & University Centre. If you withdraw from your course, you will be liable for course fees as outlined below.

Students have a 14 day grace period from enrolment where their fee liability will be 0% if they decide to withdraw (or £35 administration charge if a refund is required)

A student withdrawing in term 1 will be liable for 33% of the fees
A student withdrawing in term 2 will be liable for 67% of the fees
A student withdrawing in term 3 will be liable for the full year's fees.

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 (SFE) 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
As a Wiltshire College student, you may be able to apply for a bursary. Application forms will be available on the HE Sharepoint page which you will be able to access after you have completed your online enrolment and should be returned with supporting evidence by 31 October. We offer 2 types of bursaries as below:

Progression Award - This is an award for students who have achieved a level 3 qualification at Wiltshire College within the last 5 years and who are now studying their **first** year of higher education with us. The Progression Award is only available to **first** year students who have a household income under £25000 per annum and the award for eligible students is £500.

Wiltshire College Bursary - This bursary is available for **first** year students who are ordinarily resident in the UK with a household income under £16000 per annum, who are paying their own tuition fees (or taking out a student loan) and who meet one of the following criteria:

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✓ Care leaver or looked after child
✓ You or your family are in receipt of a means tested benefit
✓ In receipt of DLA or ESA
✓ From a low participation neighbourhood

The Wiltshire College Bursary is £500.

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;

❖ Access to assisted technology
❖ Assessment for special arrangements during exams

If this level of support is not going to be enough, you should 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

Students with DSA are able to 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.
LearningSupportSA@Wiltshire.ac.uk

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

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- o   [NUS extra | TOTUM,](#) [UNiDAYS - Fast, free, exclusive discounts for students (myunidays.com)](#)
- o   [Free Student Discounts | Valid 2024 Codes (studentbeans.com)](#)
- o   [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

- **Wiltshire College Main switchboard (0830 – 1630 Mon-Fri)**
Call 01225 350035

- **UCAS: (0830 - 1800 Mon-Fri)**
Call 08714680468

- **Student Finance England: (0800 - 2000 Mon – Fri, 0900 - 1600 Sat & Sun)**
Call 0300 100 0607

- **Andrew Blundell (Programme Leader)** Andrew.Blundell@wiltshire.ac.uk

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