

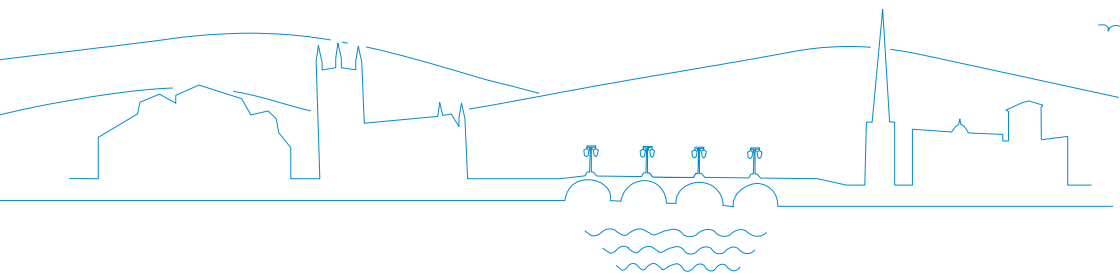
PARTNER STUDENTS GUIDE

Welcome to Worcester!

Here is a quick guide to help you settle
into your new student life.

www.worcester.ac.uk/partner-students

*This booklet is relevant to University of Worcester registered partner
students only and is not applicable to HoW, DCT or SCITT students.



WELCOME!

Welcome to the University of Worcester. We are delighted you have chosen to study with us at one of our academic partners. We hope that you will find your studies both enjoyable and inspiring. This guide is designed to help you understand what services at University of Worcester are available to support you during your studies and how you can access them.

We hope to have the opportunity to meet you during the year and hear how you are getting on. Good luck with your studies!

Ann Jordan, Deputy Provost

Liam Lees, President, Students' Union (SU)

Accessing Support from the University

Our academic partners have some excellent student services available to support you locally; however, you may sometimes want to access the main University services. You are always welcome to visit us on campus in Worcester but there are several other ways to get in touch with us. You can access the following services or make appointments online or over the phone. Face to face conversations are always better than phone conversations and we are happy to use Skype, MS Teams or Facetime for appointments where possible.

When speaking with us from home or college, do think about whether any information you give is confidential. If this is likely to be the case, you should consider finding a room or space where you are on your own or less likely to be interrupted or overheard.

General questions or queries - www.worcester.ac.uk/firstpoint/

firstpoint is your first port of call for any general queries or support you require; the team is dedicated to helping you access the information you need. firstpoint is open Monday to Friday and you can reach them by dropping them an email at firstpoint@worc.ac.uk or giving them a call on 01905 542551. Visit their website www.worc.ac.uk/firstpoint for more information and opening hours. You can also reach them via your MyDay portal on your SOLE page. If your query or support need is more specific then you can reach the following services directly:

Counselling/mental health – www.worc.ac.uk/counselling

We are committed to supporting students experiencing emotional or psychological problems, so that they can gain maximum benefit from their university experience and develop their potential to the full. STAR (Support, Triage, Advice and Refer) appointments can be booked by emailing firstpoint@worc.ac.uk. Alternatively, you can find lots of useful self-help documents and resources on their webpage: www.worc.ac.uk/counselling



Disability - <https://www2.worc.ac.uk/disabilityanddyslexia/>

If you have a disability, medical condition or specific learning difficulty (e.g. dyslexia) we encourage you to contact us as soon as you can so that we can discuss all aspects of your studies, any potential barriers you might face and to discuss what sources of support and advice might be provided to overcome these. Contact the team on 01905 855531 or send them an email at disability@worc.ac.uk

Careers and Employability – www.worcester.ac.uk/careers

Students who are registered directly with the University can access the online portal myCareer. This offers a wide range of careers support including careers advice, job vacancies, applications, and job hunting help, and a range of employability tools including practice interview support, CV Builder, Career Planner, and Psychometric tests. You will also be able to take part in the Worcester Award, an employability award to recognise your experiences and achievements.

In addition, all students can find information through www.worc.ac.uk/careers or in the Careers resources area in firstpoint.

Student Support & Wellbeing - www.worcester.ac.uk/studentsupport

We provide a variety of online resources to support your life as a student, covering topics including safety, relationships and bullying. You can reach the student support team by emailing studentlife@worc.ac.uk or by visiting their webpage which has lots of useful information: www.worcester.ac.uk/studentsupport

Information about how you can look after your physical and mental wellbeing can also be found at www.worcester.ac.uk/life/help-and-support/health-and-wellbeing/home.aspx

We also have a range of online resources to support the development of study skills www.worcester.ac.uk/studyskills

Money Advice - www.worc.ac.uk/moneyadvice/

If you need information on the financial support available to students, or tips on budgeting and making your money go further, you can access lots of useful advice here:

www.worc.ac.uk/moneyadvice/ For example, there are Educational Trust Funds and Charities that offer financial support to students, rail travel is cheaper with a 16-25 Railcard (also available to older students if they are full time), the NUS TOTEM card offers discounts on entry fees and in shops.

Access to Learning Fund - <https://www2.worc.ac.uk/moneyadvice/accesstolearningfund.htm>

If you find yourself in financial hardship you can apply for a non-repayable grant from the Access to Learning Fund (Hardship fund).



Library Services - <http://library.worc.ac.uk>

As a University of Worcester registered student, you have access to thousands of online resources which you can access 24 hours a day wherever you are. If you live in Worcester, or have the chance to visit, we would love to see you in The Hive (Worcester's joint University and public library). Use your University of Worcester student ID to borrow up to 12 University High Demand books and 12 standard loan items. If you are not close enough to visit regularly, you may be interested in our services for distance learners. <https://library.worc.ac.uk/borrowing-services#distance-learners>

Got a quick query about our services, or about finding or referencing research? Get in touch with Ros Sykes, Partnerships and Transitions Liaison Librarian, r.sykes2@worc.ac.uk; or contact our askalibrarian service: askalibrarian@worc.ac.uk For more detailed help you can book an online appointment: <https://worc.libcal.com/appointments/partners> For news and more, follow us on Twitter: twitter.com/uwlibservices

The University of Worcester short guide to Harvard Referencing shows you how to cite reference the most common sources you will use in your academic work. Cite Them Right Online has more detail and shows you how to reference everything from books to body art. If you are new to referencing take a look at the Cite Them Right online tutorial. <https://library.worc.ac.uk/referencing>

Scholarships - <https://www.worc.ac.uk/study/fees-and-finance/scholarships.aspx>

The University of Worcester awards scholarships of £1,000 to students at the end of their first year on the basis of their academic achievement at the University. Students do not apply for these scholarships as they are automatically awarded to eligible students with the best academic profiles across the University.

Students' Union - The Students' Union (SU) is an independent organisation that supports students to develop and achieve. As a partner student, you are automatically a member of the SU. Find out more about the SU via our website – www.worcsu.com.

The SU also offers an impartial and confidential Help & Advice service. Our advisor can help you with a range of issues including academic problems, misconduct, appeals, complaints, and disciplinaries. Booking an appointment with our advisor is really easy. Just email us at studentsunion@worc.ac.uk or visit the Help & Advice pages on our website www.worcsu.com/helpandadvice.

The SU is responsible for the Academic Representation System. Our reps make sure your voice is heard and help you get the best possible academic experience on your course. To find out more, visit the Your Voice section of our website at www.worcsu.com/yourvoice, or get in touch with your Vice President Education, Rag, at r.mularczyk@worc.ac.uk. **Please note, some partner institutions will run their own student representation system, independent to the SU.**

If you have any questions or concerns, get in touch with your Officer team:

Liam Lees – SU President – liam.lees2@worc.ac.uk

Ragnar Mularczyk – Vice President Education – r.mularczyk@worc.ac.uk

Neve Ricketts – Vice President Student Activities – n.ricketts@worc.ac.uk

Visiting us Please come and visit the University if you get the chance. Find us at: www.worcester.ac.uk/contact/campus/home.aspx