

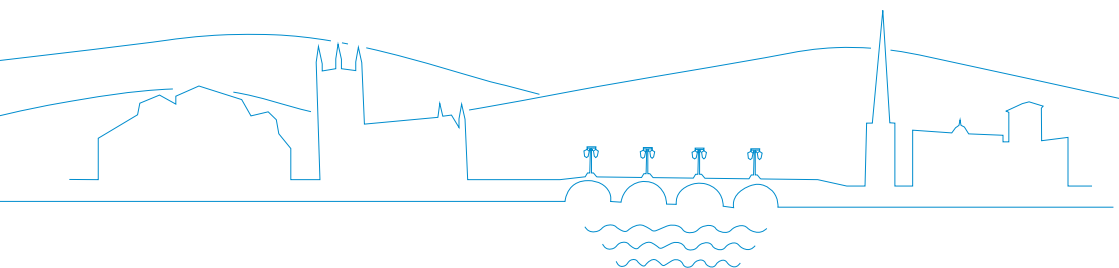
# PARTNER STUDENTS HANDBOOK

## Welcome to Worcester!

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

[www.worcester.ac.uk/partner-students](http://www.worcester.ac.uk/partner-students)

\*This booklet is relevant to University of Worcester partner students only  
and is not applicable to HoW, WCG 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!

**Ross Renton**, Pro Vice Chancellor Students

**Meg Price**, 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 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/](http://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](mailto:firstpoint@worc.ac.uk) or giving them a call on 01905 542551. Visit their website [www.worc.ac.uk/firstpoint](http://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](http://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. The team can be contacted and appointments booked by phone on 01905 54 2832, or by emailing them at: [cmh@worc.ac.uk](mailto:cmh@worc.ac.uk). Alternatively, you can find lots of useful self-help documents and resources on their webpage: [www.worc.ac.uk/counselling](http://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](mailto:disability@worc.ac.uk)

### **Careers and Employability** – [www.worcester.ac.uk/careers](http://www.worcester.ac.uk/careers)

We offer a wide range of careers support including an online job search, CV, application and general careers advice and guidance and practice psychometric tests. Careers appointments are available by Skype or over the phone, just contact the team at [careers@worc.ac.uk](mailto:careers@worc.ac.uk). Access the online support at [www.worcester.ac.uk/careers](http://www.worcester.ac.uk/careers) We also offer the Worcester Award to help you stand out from the crowd. See [www.worc.ac.uk/careers/worcesteraward](http://www.worc.ac.uk/careers/worcesteraward)

The SU and Careers often work together to create resources to help you in seeking employment. Be sure to check out the SU website [www.worcsu.com](http://www.worcsu.com) for booklets created throughout the year.

### **Student Support & Wellbeing** - [www.worcester.ac.uk/studentsupport](http://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](mailto:studentlife@worc.ac.uk) or by visiting their webpage with lots of useful information: [www.worcester.ac.uk/studentsupport](http://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](http://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](http://www.worcester.ac.uk/studyskills)

### **Money Advice** - [www.worc.ac.uk/moneyadvice/](http://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/](http://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/services/registered-with-university>

Students who are fully registered with the University have access to all library services and online resources (where licences allow). Your University student card is your library card. Your Academic Liaison Librarian is the key person to contact about finding information in your subject area. Contact details can be found at: [library.worc.ac.uk/help/contact](http://library.worc.ac.uk/help/contact)

You can also contact the askalibrarian enquiry service for help with any aspect of using our library services: [askalibrarian@worc.ac.uk](mailto:askalibrarian@worc.ac.uk)

In addition, all students studying a University of Worcester collaborative course can use our library services and resources by visiting The Hive library [www.thehiveworchester.org](http://www.thehiveworchester.org)

You can also keep up to date by following us on social media: [www.facebook.com/uwlibservices](http://www.facebook.com/uwlibservices) and [twitter.com/uwlibservices](http://twitter.com/uwlibservices)

**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** - [www.worcsu.com](http://www.worcsu.com)

As partner students you are members of the Worcester Students' Union, an independent team dedicated to improving the lives of its students. They offer free, impartial and confidential advice through the Academic and Welfare Advisor. You can arrange a telephone or Skype appointment by emailing [studentsunion@worc.ac.uk](mailto:studentsunion@worc.ac.uk), or book through web page

[www.worcsu.com/helpandadvice/](http://www.worcsu.com/helpandadvice/)

You can also get involved in the volunteering opportunities offered by the Students' Union to give you more work experience and to improve the community, many opportunities are available for online work. Access the volunteering webpage here - [www.worcsu.com/volunteer](http://www.worcsu.com/volunteer)

The SU also runs the Course rep system which gives you a voice and means you are academically represented. If you want to get involved with this please contact Harry, Vice President Education at [h.south@worc.ac.uk](mailto:h.south@worc.ac.uk)

Please don't hesitate to get in touch with Meg if you have any questions about the Students' Union at [megan.price@worc.ac.uk](mailto:megan.price@worc.ac.uk)  
Facebook: Worcester Students' Union Instagram: worcsu

**Visiting us**

[www.worcester.ac.uk/contact/campus/home.aspx](http://www.worcester.ac.uk/contact/campus/home.aspx)  
Please come and visit us if you get the chance.

