

# Joining Instructions for BSc (Hons) Public Health: Specialist Community Public Health Nurse (SCPHN)

## Before you arrive

We will start sending out UWE Bristol IT account information once you have met the conditions of your offer, so keep an eye out for the email – it will be sent to the email address you provided us during your application.

1. **Make sure you've activated your UWE Bristol IT account:** Follow the instructions to activate your account. **Once your account has been activated, please be aware that all future emails from the university will only be sent to your UWE Bristol email address.** You can check it easily through [myUWE](http://myUWE) ([my.uwe.ac.uk](http://my.uwe.ac.uk)) or Microsoft's [Office365](#). You might want to go ahead and set your email up on your mobile device, ready for the academic year.
2. **Complete your online registration** through [myUWE](http://myUWE) ([my.uwe.ac.uk](http://my.uwe.ac.uk)).

It is essential that you follow the steps above to complete your registration. You will not be able to access Blackboard (your Virtual Learning Environment) and [myUWE](http://myUWE) (your student portal) until you have registered.

Please visit the [Registration](#) webpages for further information on how to register.

## Mandatory sessions

### Course induction:

Your course induction is compulsory, so don't make any other plans.

**Course induction:** The programme commences with induction to practice at your trust placement on **7<sup>th</sup> & 8<sup>th</sup> January 2019**.

Date:	09th, 10th and 11th January
Time:	9:00 am
Location ( <a href="#">map</a> ):	<b>Room 1B22</b> <a href="#">Glenside Campus</a>
You'll need to bring:	It would be very helpful if those students who own a tablet/laptop could bring it with them.

**Please note:** These joining instructions are provided on the assumption that you will meet the conditions of your offer and be eligible to take up your place. They are not confirmation of an offer.

## **Registration session:**

There will be a registration session during your course induction. You must attend this session to confirm your attendance and complete your registration. You will be able to speak to university staff about any registration or fee payment queries and collect your student ID card.

## **Essential Pre-arrival Information**

In previous correspondence you will have already been informed about our additional requirements, which must be completed ahead of Registration and Induction:

- **Academic certificates**
- **Disclosure and Barring Service check**
- **Occupational Health clearance** – Please bring your completed form with you to your Occupational Health Session which will take place during Induction Week. Do not return this form in advance.
- **Immunisation** – Please read both the [Immunisation Letter](#) and [Immunisation Leaflet](#) prior to commencing your studies.
- Pin Number (confirmation of active or renewal of registration letter from the NMC)
- Presenting photographic evidence of your identity for registering in person at the University.

If any of these requirements are still outstanding, you must send the relevant paperwork to us, as instructed, as soon as possible.

**Please ensure you bring along all the above original documents on the first day of induction.**

**Placements** - The standard week will comprise of two and a half days in practice to be negotiated with your Practice Teacher/mentor.

We recommend that you make contact with your Trust/organisation with a view to meeting your mentor/practice teacher prior to commencing the programme, in order to be informed about your placement setting.

**Annual Leave** - To meet the NMC requirements for the programme, annual leave is **non-negotiable** and is stipulated within the timetable, i.e. Easter (8 April for 2 weeks), Summer (19<sup>th</sup> August for 2 weeks) and Christmas (16<sup>th</sup> December for 3 weeks) which

concludes the programme. **Please note that the University Easter holiday may not correspond with school holiday in the different educational authorities.**

**Please complete the following document and bring this with you on your first day of induction - [Student Self Declaration Form](#)**

## Teaching timetables

Your teaching timetable will be available under the 'Courses' tab on myUWE. You will not be able to access your timetable until you are fully registered and have paid your fees.

If your timetable doesn't appear on that date, please contact the [Information Point](#) and they will help. Unfortunately, we are unable to confirm your teaching timetable before the publication date.

## Additional information for you

All new starter information is available for you at [www.uwe.ac.uk/newstudents](http://www.uwe.ac.uk/newstudents)

You might want to visit [The Students' Union at UWE](#) website for details of their welcome events and activities.

Don't get lost! There is [campus information](#) online. Room numbers on your timetable are written out as 'Level Block Room', for example 2B025 is Level 2 of B Block, Room 025.

Keep a note of the [term dates for academic year 2018/19](#). Students starting in January have Teaching Block 2 first, then Teaching Block 1 in the following autumn.

## Who to contact if you have questions

- For any questions about your application please contact Admissions on 0117 32 83333 or email [admissions@uwe.ac.uk](mailto:admissions@uwe.ac.uk).
- For general university questions, including the support we offer or help with fees and funding, please contact the [Information Point](#).
- For any questions about the course, please contact the course leader:

Name: Joy Murray

Email: [Joy.Murray@uwe.ac.uk](mailto:Joy.Murray@uwe.ac.uk) or on 0117 32 88817