

UCEN MANCHESTER TRANSITIONS AND OUTREACH OFFER

Working with Sixth Forms, Further Education Colleges and the Greater Manchester Community: Sessions and Activities to support progression to Higher Education





WELCOME

UCEN Manchester offers undergraduates high-quality teaching by industry professionals. Due to our excellent industry and employer links, and cutting edge facilities, we have high employability rates.

Our Higher Education (HE) departments are based in various, campus locations across Manchester. With small class sizes, we provide a supportive learning environment.

We work in partnership with sixth forms, colleges, parents and the wider community to increase awareness of all aspects of HE.

This booklet provides information on our sessions, which provide information, guidance and support about the transition to HE.



**“This course
gave me the
perfect building
blocks for a
career”**

Lucy Bridge - HND in
Hair and Make-up

10k+
alumni

95%

**of students go
on to work or
further study
within six months
of leaving**

2018 DLHA



MEET THE UCEN MANCHESTER HIGHER EDUCATION TRANSITIONS AND OUTREACH TEAM



JOSIE DIGGINS



SOPHIE HEATON

With a background in widening participation and recruitment to HE, we are committed to raising awareness of HE amongst school, college and sixth form aged students, as well as the wider community.

We help students to gain an early understanding of their options for the future, by introducing themes of HE and different courses and routes that are available to them, including higher and degree apprenticeships, vocational qualifications and the more traditional, academic qualifications. With so many paths to choose from, information about what to consider is vital for students as they will be more likely to make choices that are the best for them in the future.

Get in touch if we can support you, your students or school/college in any way.

HIGHER EDUCATION STUDENT AMBASSADORS

Our trained Higher Education Student Ambassadors are current students, who represent various departments at UCEN Manchester. The Ambassadors provide a genuine and truthful insight into studying HE at UCEN Manchester. They are friendly, approachable and to share their knowledge and experience with anyone, who is considering studying HE.



UCENTransitions@ucenmcr.tmc.ac.uk



HIGHER EDUCATION COURSES AT UCEN MANCHESTER

UCEN Manchester offers a range of high quality degree courses, including Higher National Certificate, Higher National Diploma, Foundation Degrees, Honours Degrees and Top-Up Degrees.

We offer courses in the following areas:

- The Arden School of Theatre & Performing Arts
- Business & Management
- Computing
- Construction & The Built Environment
- Creative Arts & Digital Media
- Criminology & Social Justice
- Health & Care Professions
- Make-Up Artistry & Special Effects
- The Manchester Film School
- Sport & Exercise Science
- Teacher Education

Our courses are validated by Manchester Metropolitan University, Sheffield Hallam University, the University of Huddersfield and Pearson.

WHICH COURSE IS FOR ME?

There are many different pathways to studying at HE level – don't just take the traditional route; decide which is best for you!

▶ BACHELOR'S DEGREE

The most common type of university level qualification is a bachelor's degree – either a Bachelor of Arts (BA) or a Bachelor of Sciences (BSc). They can be taken in a diverse range of subjects and usually take three or four years to complete on a full-time basis.

▶ FOUNDATION DEGREE

Like other types of university-level courses, foundation degrees are split into two disciplines: arts (FdA) and sciences (FdSc). They usually take two years to complete when studying full-time, but they can also be done part-time. Upon completion of a foundation degree, you'll receive a qualification that's equivalent to the first two years of a traditional university degree. From here, you can go into your career with your award, or you can 'top up' your degree with a further year of study.

▶ TOP-UP DEGREE

Topping up your foundation degree converts your qualification to a bachelor's degree. You can do this with UCEN Manchester and will take one year to complete. We offer a wide-range of Top-Up degrees across multiple curriculums.

▶ HIGHER NATIONAL CERTIFICATES AND HIGHER NATIONAL DIPLOMAS

A Higher National Certificate (HNC) is a vocational-based qualification. That means you'll be studying for a career in a specific area, with practical work-related training and education, and a focus on preparing you for a real-world job. Studying full-time, a HNC course usually takes a year, or you can do it on a part-time basis over two years.

After completing a HNC, you could convert your qualification to a Higher National Diploma (HND) with further study. A Higher National Diploma is the next level up, with more units to study and typically taking two years to complete on a full-time basis.

With a HNC or HND, you could enter the second or third year of a bachelor's degree and 'top up' your qualification.

SESSIONS ON OFFER TO YOU

The following sessions are available to book and can be delivered at your sixth form/college or are events on our campuses. Please contact the Transitions and Outreach Team: UCENTransitions@ucenmcr.tmc.ac.uk for more details



Session 1

HIGHER EDUCATION AT UCEN MANCHESTER

This session introduces HE at UCEN Manchester. As shown on the previous page, we offer a broad range of HE qualifications to suit the needs of a diverse student population. This presentation shows that there are multiple ways to gain a HE qualification. It also demonstrates how to research using UCAS, allowing individuals to find the most suitable course for them. Suitable for students, teachers and parents/carers.

Session 2

FRESH TO HE? GENERAL HIGHER EDUCATION WORKSHOP

The routes into HE can be confusing and difficult to navigate, so this presentation focuses on the different options and routes available. It will look at the difference between further education and higher education and the various types of HE institutions, courses, and qualifications. This workshop will also introduce elements of the life of students, by considering how to budget and use their student finance effectively. The outcome of this workshop is that students will have a wider understanding of applying, studying and budgeting at HE level. Suitable for students.

Session 3

LIFE OF A HIGHER EDUCATION STUDENT PRESENTATION

This presentation is an opportunity to find out about the life of a HE student at UCEN Manchester. Covering topics such as Student Union activities, clubs and societies, and experience of courses, this presentation offers a unique insight into the student world from a student's perspective. There will also be opportunities for you to ask questions about UCEN Manchester. Suitable for students.

Session 4

UCAS APPLICATION WORKSHOP

Our UCAS workshop offers support on the HE application process. This interactive session covers the entire process, from how to use UCAS to research HE institutions and courses, to applying through UCAS. We will also focus on how to write an excellent personal statement, which will stand out to Higher Education Institutions. Suitable for students and parents/carers. This workshop can also be delivered online over Skype.

Session 5

STUDENT FINANCE ENGLAND WORKSHOP

With support from dedicated careers advisors, we show how to research and understand the Student Finance England process. This workshop demonstrates clearly how funding is available to different groups, the process of applying and how student finance affects individuals post-university. Suitable for students and parents/carers. Student Finance Online- This workshop can also be delivered online over Skype.

Session 6

CV WRITING AND INTERVIEW SKILLS

Our CV Writing workshop benefits from the expertise of our Apprenticeships and Schools Liaison Team, who speak to employers and read through CVs on a daily basis. Learn how to evaluate skills and achievements, and use this information to write an effective CV. In addition to this, the workshop will give a general overview of the job search process, including interview preparation. Suitable for students.

Session 7

MOCK INTERVIEWS

Our mock interviews benefit from the expertise of our Apprenticeships and Schools Liaison Team, who speak to employers on a daily basis. They offer the opportunity to experience the entire interview process, from the preparation of interview to 1:1 interview and feedback, in a safe and supportive environment. Feedback given will involve the development of answers and training resources to take away from the session. Suitable for students.

Session 8

GUIDANCE DROP-IN SESSIONS

Our dedicated team of careers advisors are available for 1:1 or group support sessions. This support will benefit those who need additional guidance when completing their CV's or applications, or support with researching post-18 options. Suitable for students. Guidance Online- Guidance sessions can also be carried out online over Skype, or over the phone.



Session 9

STUDY SKILLS/REVISION WORKSHOP

This practical workshop demonstrates effective techniques used for remembering, understanding and recalling acquired information. The strategies learnt in this workshop contribute to efficient preparation for exams in a way that is purposeful, structured and helps student to perform well. Suitable for students.

Session 10

SUBJECT SPECIFIC TASTER SESSION

We offer curriculum specific taster sessions; a first-hand experience of studying HE. The courses are tailored to introduce a topic and provide an insight into a particular industry. They are fun, practical and cater to all learning styles. Subject specific taster sessions are delivered on one of our campuses, or our academic staff can visit your school or college. See page 4 for a full list of subject areas. Suitable for students.



Session 11

CAMPUS TOUR

Through campus tours, led by Student Advocates and the Higher Education Transitions and Outreach Team, we offer the chance to experience our main facilities and learning spaces. Suitable for students and parents/carers.

Session 12

HIGHER EDUCATION ATTENDANCE AT SIXTH FORM/COLLEGE EVENTS

UCEN Manchester can attend higher education events at sixth forms or colleges, including hosting an information stand at parent's evening and careers fairs. We offer information, advice and guidance to students, parents and teachers who would like to know more about studying in HE and what we offer at UCEN Manchester. Suitable for students, teachers and parents/carers.





**IF YOU WOULD LIKE ANY FURTHER
INFORMATION REGARDING THE ABOVE
SESSIONS, PLEASE CONTACT:**



UCENTransitions@ucenmcr.tmc.ac.uk

OUR PARTNERS

UCEN MANCHESTER CAREERS, EMPLOYABILITY, GUIDANCE AND WELFARE

We work in close collaboration with UCEN Manchester's dedicated Careers & Welfare team, who provide specialist support, advice and guidance on a range of topics:

- Careers advice
- Funding for Further Education and Higher Education
- How to apply to university
- UCAS
- Employability skills
- CV building/Job search.

The service is accredited to the National Matrix quality standards and assists students to reach their full potential

THE MANCHESTER COLLEGE SCHOOLS LIAISON TEAM AND UCEN MANCHESTER OUTREACH AND ENGAGEMENT OFFICERS

UCEN Manchester Transitions and Outreach team works in partnership with The Manchester College's Schools Liaison and Outreach and Engagement officers who work extremely closely with schools, sixth forms, academies and IAG providers right across the Greater Manchester region, the team help support teachers, educators and careers advisors in delivering the most useful and relevant information to students from Year 8 through to Year 13.



GREATER MANCHESTER HIGHER

The college is part of Greater Manchester Higher, a collaboration of universities and further education colleges from across Greater Manchester, who are working together to provide high-quality outreach activities for local schools and colleges as part of the HEFCE funded National Collaborative Outreach Programme.

GM Higher aims to improve the provision of information, advice and guidance about progression routes to higher education (HE) and improved information about the variety of HE options for learners and their key influencers.



PARENTS, CARERS AND GUARDIANS

Understanding the progression routes into HE can be a confusing time for you as well. If you have any questions regarding HE, please get in contact and we will be more than happy to help. The following websites may also aid you in supporting a HE application.

Useful websites

UCAS – www.ucas.com

UCAS Progress; Parents and Carers – <https://www.ucas.com/ucas/16-18-choices/help-and-support/ucas-progress-parents-and-carers>

Student Finance – www.gov.uk/apply-for-student-finance/when

UCEN Manchester open days and events – ucenmcr.tmc.ac.uk/events

Here to help

Throughout the year, you will approach milestones in your education. If you would like any help with your future choices, please get in touch. We look forward to supporting you throughout the academic year.



UCENTransitions@ucenmcr.tmc.ac.uk



UCENMCR.TMC.AC.UK

UCEN Manchester is committed to equality of opportunity, non-discriminatory practices and supporting individual learners.

This information is also available in a range of formats, such as large print, on request.



 [UCENMCR.TMC.AC.UK](https://ucenmcr.tmc.ac.uk)

   join us at **ucenmcr**