

# **COURSE JOINING INFORMATION**



**FOUNDATION LEADING TO  
SOCIAL SCIENCES**

**CARDIFF SCHOOL OF  
SPORT AND HEALTH SCIENCES**

**Induction & Enrolment Information**

**Academic Year 2020/2021**

**CardiffMet**

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## 1. Welcome from your Teaching Team

We are really pleased to welcome you to the Foundation in Social Sciences at Cardiff Met.

What do we want you to achieve during this year?

- To gain the confidence to enjoy learning at university and to begin to realise your potential as a lifetime learner
- To gain foundation knowledge and understanding appropriate for your chosen pathway degree

We want you to gain these things, regardless of your starting point – school, college, Outreach, full time parenting, employment or unemployment. We would also like you to feel that you have a full experience of university – that you are included in all the life of the university. That includes opportunities to travel, to volunteer and to engage with enterprise and politics, social and sporting activity.

Throughout the year you will spend your time in academic lectures and practical workshops as well as in small tutorial groups where you will get to know your fellow students and your lecturers. In these sessions we will introduce you to modules in Psychology, Sociology, Crime and Offending, Globalisation and Migration, Critical Analysis, Communities and Health and Research Methods. You will also complete modules on Reflection on the Workplace as well as an Extended Essay (directed towards your degree pathway choice). Together, these modules will develop your knowledge and understanding of the nature and scope of the social sciences whilst giving you the confidence to pursue a degree pathway which will allow you to achieve both your academic and career goals.

During Term 1 we will focus on developing your core academic skills in the Leading to Graduateness module. These sessions will comprise both lecture and workshop components which will give you an opportunity to practice these skills with further support being given in the tutorials. Additionally you will be able to apply this knowledge, and so develop your expertise, in the assessments for your Term 2 modules. These skills are essential for academic success and will ensure you are prepared for undergraduate study.

There are also opportunities to improve your ICT skills, your academic written English and, for those without a GCSE in Maths (Grade C or above), to complete a Numeracy module. If you have already successfully completed a GCSE in Maths (or accepted equivalent e.g. Level 2 Application of Numbers), then you will not need to complete this module - however, you will need to provide Admissions with a copy of your GCSE (or Level 2 equivalent) certificate in order to verify your exemption.

Our aim is to ensure that, by the end of the course, you will be more than ready to begin studying your chosen degree – having had a lot of fun along the way!

Dr Sarah Taylor, PhD, BSc(Hons), CPsychol, FHEA



## 2. Pre-Entry Summer Tasks

We have no set tasks for you to complete before you join us. However, you may find it useful preparation for the course to begin to develop your understanding of:

- How societies, communities and individuals interact
- The role that research plays in our understanding of these interactions
- Why we need the social sciences in everyday life

If you have time to read through the following links, this will give you some insight into these three issues and demonstrate the scope of the social sciences:

Bastow, S., Dunleavy, P. & Tinkler, J. (2014). *The impact of the social sciences: How academics and their research make a difference*. London, UK: Sage Publications.

Available from:

[https://uk.sagepub.com/sites/default/files/upmbinaries/59598\\_Bastow\\_Impact\\_of\\_the\\_social\\_sciences.pdf](https://uk.sagepub.com/sites/default/files/upmbinaries/59598_Bastow_Impact_of_the_social_sciences.pdf)

Ostler, A. (2015). 10 reasons why you need social science.

Available from: <https://campaignforsocialscience.org.uk/wp-content/uploads/2012/12/10-reasons-why-you-need-social-science-Audrey-Ostler.pdf>



### 3. Enrolment / Student MetCard Collection

Enrolment is an important process which confirms your status as a Student.

You can complete the online self-enrolment process from any computer through our Self Service system. Please note that in order to self-enrol; your status must be Unconditional Firm (UF).

You will receive an email notifying you when you are eligible to enrol online. The email will direct you to a password reset facility in order to request a password to be able to login and complete the enrolment process. For information and guidance on this process please make sure you visit our enrolment page – [www.cardiffmet.ac.uk/enrolment](http://www.cardiffmet.ac.uk/enrolment).

This process is essential in that it will allow you access to your student loan (if applied for), payment of fees, Cardiff Met's IT systems and importantly enable you to obtain your Student MetCard.

You will also receive your Programme Handbook during your Induction Week. The Programme Handbook is a vital manual through the Programme and should be retained for usage throughout your course of study. Each academic year, additional information relating to that level will be provided. The Handbook offers guidance on Rules, Regulations and Procedures; and guidance on learning for practice with information on all modules to be undertaken and reading lists.

#### **Enrolment for International Students from outside the EU**

If you are an international student (from outside the EU) you will be required to submit some documentation before receiving approval to enrol online. For more information about international student enrolment and a list of documents you will need to submit, please access the [international student pages](#) or contact the Immigration Compliance Team at [immigrationregs@cardiffmet.ac.uk](mailto:immigrationregs@cardiffmet.ac.uk).

#### **Library & Information Services**

You will have access to Cardiff Met's Library & Information Services soon after completing your online enrolment. A confirmation email will be sent to you with your Cardiff Met login details. To see the facilities and services available, please refer to [www.cardiffmet.ac.uk/library](http://www.cardiffmet.ac.uk/library).

#### **Your Student MetCard**

Your MetCard gives you access to all main campus buildings and doors. You can also add money to your MetCard to be able to access and pay at the self-service printers, copiers and Print Studio services. For further benefits of MetCard please click [here](#).

#### **Fees**

Tuition fees for full-time undergraduate degrees, and full-time Masters programmes for September 2020 entry have been set at £9,000 per year. For further information on tuition fees, please refer to our [Fee Tables](#). If your programme has any additional costs attached to it, they will be listed on [www.cardiffmet.ac.uk/additionalcosts](http://www.cardiffmet.ac.uk/additionalcosts). Please make sure you check these to make sure you are aware of any additional costs associated with your course.

Details about fees for international students (from outside the EU) can be found [here](#). You should already be aware of these costs.



#### 4. Induction Week

Induction for all students within the School of Sport and Health Sciences will commence on Monday 28<sup>th</sup> September 2020. Your first term as a new student starts with Induction Week, where you will settle into your accommodation, course and student life. Your Induction Week timetable is a schedule of events designed to familiarise you with Cardiff Met, its facilities and your fellow students. You will be given the chance to attend a range of events covering your programme, library services, IT, student services and Students Union. You will also meet, and have a number of sessions, with your personal tutor to make your academic transition as smooth as possible.

In line with the programme delivery information below, the Induction week will include activities that are both synchronous (delivered at a scheduled time and led by a member of staff) and asynchronous (activities designed and set by a member of staff but completed in your own time). These activities will largely happen in online/ virtual environment spread throughout the induction week; however, we are also planning activities to run on-campus where government restrictions allow.

Your events and confirmed timetable are currently being finalised and will be uploaded as a separate document on our [New Students](#) pages for you.

For those in Halls of Residence, don't forget to check out the programme offered through the [Residence Life Team](#).



## 5. Programme Delivery

Due to the COVID-19 pandemic, Cardiff Met programmes have amended the delivery of their programmes in order to adhere to guidelines on social distancing and other measures set out by the UK and Welsh Governments. This section aims to outline what you can expect as a student studying an undergraduate programme within the Cardiff School of Sport and Health Sciences.

Your course will continue to be delivered through the core and optional modules that are specified for your programme. Crucially, this means that all of the learning outcomes for your programme will be maintained. In some instances, the order or duration of modules may have been changed to allow us to effectively deliver your programme to accommodate social distancing measures. Where we have made changes, they aim to provide support that maintains the quality of your learning experience.

To be inclusive of your individual circumstances, we are planning to offer your course through a mixture of learning opportunities that are either synchronous (delivered at a scheduled time and led by a member of staff) or asynchronous (activities designed and set by a member of staff, but completed in your own time). We are planning to use a mixture of campus-based and virtual-learning environments to offer you an enhanced and flexible learning experience.

Your programme will be delivered in a term-based model ([click here for term dates](#)), with a day of online synchronous (scheduled) and online asynchronous (in your own time) guided learning for each module. There will also be an on-campus contact point on a different day, where small group tutorials, seminars and / or practical sessions will bring the learning together. The purpose of these important on campus touch points will be to further support your learning and ensure that all module and programme learning outcomes can be addressed. The on-campus activities will prioritise activities linked to learning outcomes that can only be delivered through campus-based activity (i.e. practical, lab work etc). These sessions will additionally focus on successfully facilitating your integration within our academic community and developing your relationships with both key staff and fellow students on your programme of study. We are designing this curriculum to enable flexibility to be able to switch to fully online delivery if there are further local restrictions, or full on-campus delivery should government restrictions ease.

The programme delivery, as outlined above, will be focussed around a mixture of tutor-led, student-led, group working and seminar activities. This will complement your self-directed learning undertaken within virtual learning environments. We are currently busy establishing how much of your scheduled learning will be time spent on-campus. Once we have more detailed information about the timetable of your online and on-campus days we will communicate that to you.

Further details related to the changes for each programme can be found here [www.cardiffmet.ac.uk/study/newstudents/Pages/Programme-Updates.aspx](http://www.cardiffmet.ac.uk/study/newstudents/Pages/Programme-Updates.aspx) , and the [University COVID-19 page](#).



## 6. Changes to the Course due to COVID-19

Any updates to your course following the effects of COVID-19, can be found on the following webpage. Please make sure you check this page regularly for any further updates or changes, prior to starting your course;

<https://www.cardiffmet.ac.uk/study/newstudents/Pages/Programme-Updates.aspx>

Some of your induction is likely to be delivered online, sometimes using Microsoft Teams. We recommend that you download the app to your phone, or visit the website in a browser to familiarize yourself with how to use this platform.

If you do not have the facility at home to access this type of platform, or would have any difficulty in doing so, please let us know.

<https://www.microsoft.com/en-gb/microsoft-365/microsoft-teams/group-chat-software>





## 7. Useful links

### [Timetable](#)

This link will give you access to your confirmed timetable. You need to have enrolled before you can access this link, and you will be contacted when the information is available.

### [Global Engagement](#)

Advice and support for international students from outside the EU on making your visa application, living in the UK, making accommodation arrangements and taking advantage of the Airport Welcome Service. Global Engagement will provide welfare support and learning advice throughout your course. Please also refer to our frequently asked questions -

[http://www.cardiffmet.ac.uk/international/study/Pages/September-2020-FAQs-\(COVID-19\).aspx](http://www.cardiffmet.ac.uk/international/study/Pages/September-2020-FAQs-(COVID-19).aspx)

### [Additional Course Costs](#)

Additional costs are the mandatory or optional expenses, additional to tuition fees that need to be paid for by students to fully participate and complete their studies. This covers such things as equipment, trips, placements and DBS checks. Each programme has different additional costs.

### [Accommodation](#)

Student residential contracts will start on 28<sup>th</sup> September 2020. However, due to social distancing and to ensure the health and safety of you and our staff, arrivals for halls will be spread over a number of days the week before. Once you have received and accepted your offer of accommodation please watch out for an e mail letting you know when you will be able to move in. Please note that internet access in halls will only be available for those who have completed the enrolment process successfully. There will be a variety of events held throughout the Induction period and throughout the 1<sup>st</sup> term, information of which will be sent to you by Accommodation when confirmed

### [Student Services](#)

For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.

### [Student Finance](#)

For information on Tuition Fee Loans and Maintenance Loans, non-repayable grants, bursaries and scholarships that may be available.

### [Cardiff Met Sport & Facilities](#)

[Cardiff Met SU](#) including SU Societies, SU Sports Clubs and the ability to access independent advice and support

### [Term Dates](#)



### [Campus Maps, Bike Shelters & Met Rider](#)

Cardiff Met offers its own bus service called the Met Rider, for more information and to access the application please refer to [www.cardiffmet.ac.uk/MetRider](http://www.cardiffmet.ac.uk/MetRider). We also have Bicycle Storage shelters on each campus, with changing and showers available. The shelters are secured and are only accessed using your MetCard when you have requested permissions via the i-zone.

### [Virtual Tours](#)

Have another look around our campus and facilities with our guided virtual tours

### [Student Handbook](#)

### [Academic Handbook](#)

### [Admissions Policy](#)

### [Frequently Asked Questions](#)

### [Complaints](#)

