

WE ARE #CARDIFFMET

Induction & Enrolment Information

BSc Environmental Health

SCHOOL OF SPORT & HEALTH SCIENCES

Academic Year 2018/2019

(Advanced Entry)



**Cardiff
Metropolitan
University**

**Prifysgol
Metropolitan
Caerdydd**

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1. Welcome from your Teaching Team

Welcome to the BSc (Hons) Environmental Health, accredited by the Chartered Institute of Environmental Health and the Institute of Occupational Safety and Health (IOSH)

It is hoped that this programme will help you to develop a sound knowledge base and enable you to refine those skills necessary to meet current and future demands of the ever-changing field of environmental and public health.

The programme and the teaching team aim to provide a positive and constructive atmosphere, which will facilitate the exchange of knowledge and experience between the teaching staff, yourself and your peers.

We operate an open door policy and will endeavour to ensure that any questions or issues you may encounter in regards to your studies and learning experience are dealt with in an appropriate and timely manner. We also welcome any feedback you may have throughout the programme and actively encourage you to take an interest in the development of the programme and subsequently your own learning experience.

With this in mind the teaching team and I would like to once again welcome you to the programme and hope that you enjoy studying with us.

Gayle Davis
Programme Director

2. 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.

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 period.

Enrolment for International Students from outside the EU

If you are an international student (from outside the EU) you **will not** be required to enrol online before arriving at Cardiff Met. This is because it is a legal requirement for the university to check immigration documents of international students before they are permitted to enrol onto their courses. For more information about international student enrolment and a list of documents you will need to bring with you, please access the [international student pages](#) or contact the Immigration Compliance Team at immigrationregs@cardiffmet.ac.uk Tel: 029 2041 5644.

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.

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

Your programme fees for September 2018 entry have been set at £9,000. If your programme has any additional costs attached to it, they will be listed on www.cardiffmet.ac.uk/additionalcosts. You should already be aware of these costs.

Details about fees for international student (from outside the EU) can be found [here](#).

4. Induction Week Timetable

Your first term as a new student at Cardiff Met starts with several Induction sessions, where you will meet the team and other students in your cohort. Your Induction 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 course, library services, IT, student services and students union. You will also meet, and have a session, with your personal tutor to make your academic transition as smooth as possible.

There is the freshers fayre where you can sign up to a number of different societies and clubs, and the MetFest social event on Friday afternoon.

Don't forget to get involved on Twitter with we are #cardiffmet.

Induction is a big occasion on campus and everyone gets involved. Don't be afraid to stop and ask - all of the staff and students are happy to welcome anyone new on campus.

Your induction timetable is as follows:

Wednesday 19th September 2018

10am - 4pm

Freshers Fayre, Cyncoed Campus, National Indoor Athletics centre (NIAC)

Although this is freshers fayre, it is open to all students new and returning if you would like to attend.

Friday 21st September 2018

9am - Meet your Programme Director at main reception of the Llandaff Campus

9am - 11am – All years breakfast

An opportunity for you to meet staff and students on the whole programme and within your cohort and an opportunity to ask questions and begin familiarisation.

11am - 1pm – Specific year group induction relating to your year of study.

2pm – 7pm – MetFest

Onsite social event with bars, street food, music and more.

5. **Draft Timetable / Typical Attendance**

Whilst I appreciate that there are many other calls on your time, I cannot over-emphasise the need for regular attendance in order to pass the modules and attain a good degree at the end of your course.

There are typically 12 hours of class contact a week, consisting of 6 lectures delivered to the whole course and 6 hours of seminars or workshops, in which students are split into smaller groups. The structure of these will depend on the module, but in general they involve group discussions of topics and interactive problem solving exercises or students presenting previously prepared work to their peers and a member of staff.

We will provide you with a more detailed timetable as soon as possible, but if you have any specific problems or issues, please contact the Programme Director and we will do our best to accommodate them.

NB: Timetables are subject to change, right up to and including the start of term.

6. Essential 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.
- [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.
- [International & Partnerships Office](#)
Advice for international students from outside the EU on making your visa application, living in the UK, making accommodation arrangements or taking advantage of the Airport Welcome Service. The International & Partnerships Office will provide welfare support and learning advice throughout your course.
- [Accommodation](#)
Students are able to move into Halls from Friday 14th September but internet access will only be available for those who have completed the enrolment process successfully. There will be events held from when you arrive and throughout Induction. Information 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.

Useful Links

- [Cardiff Met Sport & Facilities](#)
- [Cardiff Met SU](#) *including Freshers information & wristbands*
- [Term Dates](#)
- [Campus Maps, Bike Shelters & Met Rider](#)

Cardiff Met offers its own bus service called the Met Rider, you will be sent an application with your Induction & Enrolment Information. 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.
- [Safe Taxi Scheme](#)

Cardiff Met operates a Safe Taxi scheme through Dragon Taxis which ensures you always have a way to get home.
- [Virtual Tours](#)

Have another look around our campus and facilities with our guided virtual tours
- [Student Handbook](#)
- [Academic Handbook](#)
- [Santander Partnership and on campus branch](#)

Students will have the opportunity to open a Santander account during the Freshers Fayre, you will need to have photo proof of ID with you in order to do this.
- [Admissions Policy](#)