




HIGHER 2012
EDUCATION
PROSPECTUS



“I really enjoyed my time
at New College. The staff
and resources were
excellent.”

Welcome

Welcome to our new Higher Education prospectus for entry from September 2012.

As one of the leading colleges in the country we have excellent success rates and outstanding quality ratings. We offer an exciting Higher Education programme in partnership with the Universities of West of England, Bath Spa, Gloucestershire and BPP University College. These links mean that you have the opportunities and benefits of studying a university course locally in the supportive environment of New College.

Our high quality programmes have been developed with universities, awarding bodies and employers to ensure that they cover the relevant skills and knowledge to develop your career and earning prospects. Staff (from the universities, local businesses and the college) are experienced and committed to supporting you to achieve your chosen qualification. Everything we do is based on the highest academic standards of teaching and learning.

In September 2011 we opened our new £10m annexe. With more space for adult learning we have developed a number of exciting new courses including BSc Business Studies, LLB Law, HND/HNCs in Computing and Public Services. Great staff, great students and great facilities contribute to making New College the ideal place to study locally for a higher level qualification.

With the tuition fee increase in 2012 there has never been a better time to study a Higher Education programme locally with New College Swindon! By staying local, you save money on living costs, and with our two year BPP programmes save money on tuition fees.

We hope that this prospectus will give you a feel for life at New College and provide you with the information you need to make what could be a life changing decision. You can book an appointment or come to one of our open events and check our website for up to date information. When you meet our staff and look around you will see that we have one of the best learning environments in the country.

We look forward to welcoming you and hope that you will find your time here rewarding and enjoyable.



Graham Taylor

Graham Taylor
Principal

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Why study a Higher Education Programme?

Higher Education (HE) is another name for university or degree level education. It does not have to take place at a university. You can study at your local college or even your place of work.

Some people go on to do a degree course straight from A Levels, while others have a break and come back to study later in life.

HE is an investment in your future, expanding your horizons and improving your career prospects and earning potential. Throughout their lifetime, graduates typically earn far more than their non-graduate counterparts.

Our past HE students have gone on to a range of different careers, including teaching, lecturing, management, business, childcare and nursing management.



Higher Education at New College Swindon

WHY STUDY AT NEW COLLEGE?

Choose us for your Higher Education study — here are a few reasons why:

- Stay local and save money!
- Excellent teaching and learning provision
- Small, supportive class sizes
- Low student to tutor ratio
- Strong links with university and business partners
- Enthusiastic, caring and committed tutors
- Flexible day and evening study
- **Great facilities:**

Dedicated learning facilities for adult learners

Library and Open Learning Centre

21 computer rooms

Large restaurant and social area

Sports Centre with Fitness Suite and Sports Hall

Art & Design Studios

Photography Studio and darkroom

Theatre and Dance Studio

We offer the following types of programme:

ACCESS DIPLOMA

The Access to Higher Education (HE) Diploma gives adults without A Levels the right qualifications to go on to study HE at University or College. See our Access Prospectus for more information.

FOUNDATION DEGREES

Qualifications designed with employers which combine academic study with workplace learning. These are run in partnership with other Universities.

DEGREE PROGRAMMES

Our programmes lead to BA, BSc and LLB honours degrees, studying all or part in Swindon. New College offers degrees in partnership with BPP University College and Bath Spa University.

HIGHER NATIONAL DIPLOMA/CERTIFICATE (HND/HNC)

Work-related qualifications designed to equip students with the knowledge, understanding and skills required for a general vocational sector. An HND is equivalent to two years of undergraduate study and is mainly assessed through coursework and projects rather than examinations.

NVQS AT LEVEL 4 AND LEVEL 5

National Vocational Qualifications (NVQs) are work related, competence-based qualifications which reflect the skills and knowledge needed to do a job effectively. Level 4 and Level 5 equate to degree or university level.

TEACHING QUALIFICATIONS FOR THE LIFELONG LEARNING SECTOR

Qualifications to meet the requirements of the Professional Standards for Teachers in the Lifelong Learning Sector.

Tina McEvoy

Foundation Degree Teaching Assistant Graduate 2010



"As a small group we really supported each other and we all missed our weekly laughs when we didn't have to attend college."

"It was daunting at first, of course, but it didn't take long to feel at home. I felt my knowledge and confidence increase as the months moved swiftly by. There were times when it was difficult to fit everything in and I briefly went into panic mode. But it's not unmanageable, everyone survives! I took a lot away with me from my time at New College; knowledge, skills, ambition and friends. So of course, we're still in touch with each other.

But you know the best bit? Graduation Day! What a feeling! Standing there in my cap and gown, I felt on top of the world. What a reward for my hard work. I did decide to continue my studies as I still want to teach. So, I've enrolled at Bath Spa University for my third year. Reading the handbooks, the 'Can I do this?' question pops up again but I remind myself how I felt two years ago and how great I felt on that day in July. I know I'll be there again in July 2012 and I can't wait."

Rachel Oldham

Access Graduate 2002 / Combined Award Graduate 2003 (Full English Degree at Bath Spa 2005)



"I would say to anyone considering studying at New College... just go for it; it will change your life!

"I returned to study later in life with a family, no A Levels, very little confidence and a sense that there had to be more to life. As a result of the excellent teaching, supportive staff and the convenient environment of a local college I was surprised to find I flourished and was successful in my studies. I particularly found that beginning my degree in an environment of smaller class sizes and greater staff input suited me, as a mature student, far more than huge lecture halls full of young students.

I completed an Access course and then progressed naturally to a degree. I now work as a lecturer in the English Department at New College. New College opened doors and led me into a life I couldn't have imagined when I embarked on my learning journey. I now have a job I love, a sense of achievement and some great friends too.

Studying at New College really did change my life and I know it can change yours — do it!"

Christina Cowling

Access (Health & Social Care) Graduate 2010



"I was working in accounts, and wanted to retrain into mental health nursing."

"I chose to come to New College due to the location, and the atmosphere here. I was worried I wouldn't get through the course, as there had been such a long gap in education, but I've enjoyed the whole experience from the application right through to the end."

The teacher support has been great, the workload manageable, and I've really enjoyed studying here. I'm now going on to a degree in mental health nursing at UWE."







Degrees

freephone: 0808 178 3874 / email: he@newcollege.ac.uk / web: www.newcollege.ac.uk/he



English, Psychology and Sociology Degrees (Combined Awards)

The Honours degree programme at New College offers you a local route to continue your A Levels and Access subjects. You complete the first year in Swindon either full-time or part-time and transfer to Bath Spa University for years two and three to finish your degree.

FIRST YEAR AT NEW COLLEGE

You will study three modules, worth 40 credits each — one in each of English, Sociology and Psychology over three days, plus independent study time at home. These modules are:

Critical Reading (English)

What makes a classic? Can literature change lives? This module builds skills, knowledge and ideas essential for successful students of English. Through a mixture of poetry, fiction, drama and critical extracts from across the centuries, you will develop your ability to read attentively, analyse texts, and explore some of the issues which have exercised writers' and readers' imaginations. Authors studied currently include Ovid, Shakespeare, Wordsworth, Charlotte Brontë and James Joyce.

Discovering Sociology

The study of sociology enables you to make sense of what's going on in the world and also find out more about who you are. This module explores the development and application of sociological thinking through four themes: identity and individuality; culture and beliefs; crime and social control; and social change. You will study topics as diverse as organised crime and youth culture; conspiracy theories and city living; terrorism and sexuality; football hooliganism and ecology.

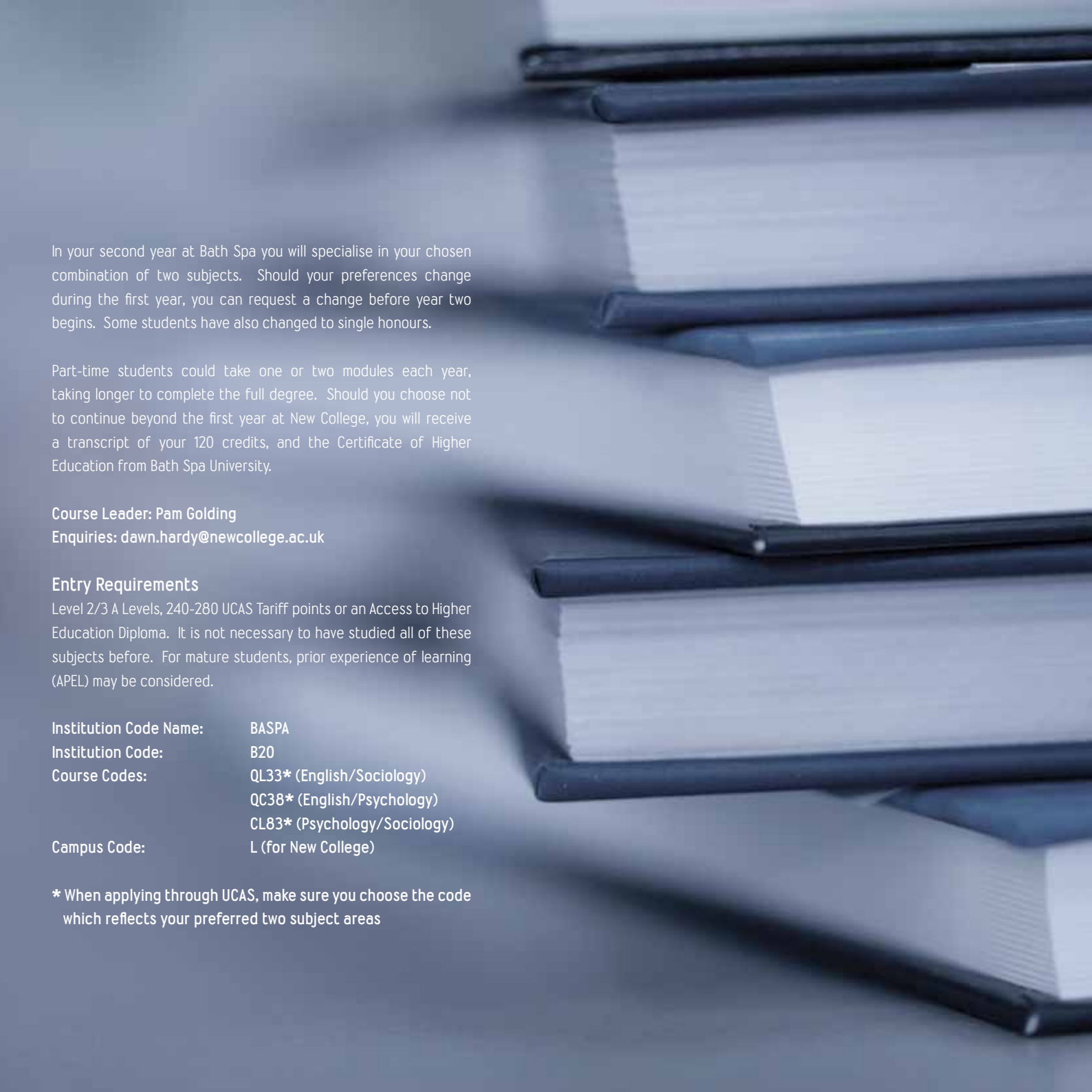
Introduction to Psychology

This module aims to introduce students to the major components of psychology as described by the British Psychological Society. It also looks to place psychology in context and describe it clearly in its role as a science of behaviour.

NOTE: Students aiming to major in Psychology in year two will also study Research Methods from January 2013. This will cover:

- Fundamentals of descriptive and inferential data analysis and presentation of findings.
- Practical aspects of research design e.g. experimentation, observation and correlation studies.
- Methodological issues in psychology e.g. the role of science; ethics in research.
- Reporting research





In your second year at Bath Spa you will specialise in your chosen combination of two subjects. Should your preferences change during the first year, you can request a change before year two begins. Some students have also changed to single honours.

Part-time students could take one or two modules each year, taking longer to complete the full degree. Should you choose not to continue beyond the first year at New College, you will receive a transcript of your 120 credits, and the Certificate of Higher Education from Bath Spa University.

Course Leader: Pam Golding

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

Level 2/3 A Levels, 240-280 UCAS Tariff points or an Access to Higher Education Diploma. It is not necessary to have studied all of these subjects before. For mature students, prior experience of learning (APEL) may be considered.

Institution Code Name:	BASPA
Institution Code:	B20
Course Codes:	QL33* (English/Sociology) QC38* (English/Psychology) CL83* (Psychology/Sociology)
Campus Code:	L (for New College)

* When applying through UCAS, make sure you choose the code which reflects your preferred two subject areas

BSc (HONS) Applied Computing top-up with Sheffield Hallam University (Distance Learning)

This top up course is for those with an HND or Foundation Degree in a computing subject who want to gain a BSc Honours Degree without having to take time out from work or move away from home. The course is delivered by distance learning with tutorial support from New College.

Building on your existing knowledge, you learn how to use and apply the latest computing technologies. This enables you to work in many areas of information technology needed in a wide range of organisations.

You can meet with a study manager at New College to discuss your progress on the course, however most of your coursework and communication with lecturers and other students takes place electronically, at a time to suit you.

You can find careers in areas such as programming, analysis, network design, systems engineering, network management, database administration and web design.

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

You need frequent access to a computer that can run the software required by Sheffield Hallam University and access to the internet. You must have successfully completed two years of study in higher education in a computing-related subject such as a Higher Diploma course, Foundation Degree or similar.



**Sheffield
Hallam University**

SHARPENS YOUR THINKING





BPP Business & Law Degrees

freephone: 0808 178 3874 / email: he@newcollege.ac.uk / web: www.newcollege.ac.uk/he



Law

The LLB is a general law degree and is the first step on a career route for anyone looking to go into the profession. Along with studying the foundation subjects required you will be able to choose to study areas of law in which you have a particular interest. This will help to develop the broad range of skills and knowledge that can be transferred successfully to the workplace.

You will gain an understanding of the underlying policy issues, allowing you to progress onto the professional stage of training ,(LPC) if you wish to become a solicitor or (BPTC) if you would like to qualify as a barrister and ultimately for practice as a civil barrister or solicitor. This programme also seeks to develop your research, legal reasoning, problem-solving and communication skills which can be employed in a variety of legal and non-legal contexts.

Can be completed as a 3 year full-time degree or a 2 year fast track degree. Part-time study options are also available.

Programme Coordinator: Debra Jefferies

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

At least 300 tariff points, equivalent of 3 A Levels grade BBB (plus minimum grade C in English Language and Maths GCSE). Entry is subject to passing the individual assessment and an interview.

Accrediting of prior (experiential) learning may be considered. Applications will be considered on an individual basis.

Institution Code name:	BPP
Institution Code:	B54
Course code (Full-time 3 years):	M100
Course code (Full-time 2 years):	M101
Campus Code:	S (for New College Swindon)

Business Studies

The BSc (Hons) provides a solid grounding in real business and is suitable for anyone wishing to develop comprehensive skills and knowledge of business operations. Relevant for both established managers and those looking to start a career in business.

As you progress through the degree, you will have the opportunity to specialise within functional areas such as Marketing or Human Resources, or develop your knowledge and skills within contemporary modules such as Entrepreneurship and Innovation.

The three tiered award system means you can obtain either a Certificate of Higher Education or Diploma of Higher Education in Business Studies after successfully passing the first 120 or 240 credits of the programme if you choose not to complete the whole BSc.

Can be completed as a 3 year full-time degree or a 2 year fast-track degree. Part-time study options are also available.

Programme Coordinator: Debra Jefferies

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

At least 260 tariff points, equivalent of 3 A Levels grade BCC (plus minimum grade C in English Language and Maths GCSE). Entry onto the programme is subject to passing the Individual Assessment and an interview.

Accrediting of prior (experiential) learning may be considered. Applications will be considered on an individual basis.

Institution Code name:	BPP
Institution Code:	B54
Course code (Full-time 3 years):	N100
Course code (Full-time 2 years):	N101
Campus Code:	S (for New College Swindon)



Foundation Degrees

freephone: 0808 178 3874 / email: he@newcollege.ac.uk / web: www.newcollege.ac.uk/he



Health & Social Care

This degree is for anyone currently working in health care, particularly those at Assistant Practitioner level. Developed in conjunction with UWE, the programme integrates academic and workplace learning, with equal time spent on theory and practice.

It is a two year full-time course, with one day per week in College and at least two other days in the workplace.

Possible topics for study include:

- Biological Studies for Assistant Practitioners
- Communication Skills
- Person-centred planning
- Living and working in a diverse world

Course Leader: Annette Thompson

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

Students MUST be employed in a health care setting and have the full support of their employer. Level 3 qualifications or equivalent. Criminal Records Bureau (CRB) check necessary.

APEL: Applicants who are unable to meet the academic entry requirements but have relevant experience will be assessed by the partner university on an individual basis.

Institution Code Name:	BUWE
Institution Code:	B80
Course Code:	L510
Campus Code:	L (for New College)

Early Years

This is an exciting award which leads to an excellent professional qualification. It has a strong work-based element and is designed to enable you to relate theory to practice. Developed in partnership with Bath Spa University, the course is for two academic years, involving seven hours per week at college, with workplace assessment as well. On completion, you may be eligible to progress to the third year of an Honours degree programme, subject to availability and EYPS (Early Years Professional Status).

Modules include:

- The child and childhoods
- Making learning visible
- Action research
- Working together

Course Leader: Dawn Evans

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

A Level 3 qualification in Early Years, Childcare or Playwork. At least 2 years experience in working with under 8s. You must be working a minimum of 12 hours per week in a childcare environment. Criminal Records Bureau (CRB) check necessary. Accreditation of Prior (Experiential) Learning (APEL) may be considered.

Institution Code Name: BASPA

Institution Code: B20

Course Code: X310

Campus Code: L (for New College)

Professional Photography



The Foundation Degree is a highly focused and vocational course that allows students on graduation to assume a variety of roles within the photographic industries, normally composed of freelance, self-employed or micro business practitioners. The course is delivered by committed and dedicated staff with professional experience in the field and their expertise and knowledge is promoted within the programme.

On graduation you can expect to be in a position where you are able to establish your own practice across a range of photographic activities such as editorial, advertising and fashion, retouchers, corporate identity, exhibition and book publication. A range of non-practical options also exist such as picture libraries, arts management and photographic agent. Alternatively, in order to extend your qualification and range of professional skills, you may wish to consider a third year of study by moving onto a full BA (Hons) Top-Up year at the University of Gloucestershire or any other compatible HE institution.

Full-time units:

Year 1:

- Introduction to Photographic Technology
- Photography as Document
- People Portraiture
- Photography in Context
- Contextual Studies and Genres
- Professional Studies and Development

Year 2:

- Approaches to Commercial Photography
- Engaging in Commercial Practice
- Independent Professional Practice
- Visual and Critical Studies
- Professional Development

Course Leader: Santo Basone

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

2 GCE A levels and 3 GCSEs (grade A-C) or equivalent qualifications or mature students with related experience / prior learning. APEL: Mature students with related experience or previous qualifications can be considered for Accreditation of Prior (Experiential) Learning.

Institution Code Name: GLOS
Institution Code: G50
Course Code: W642
Campus Code: N (for New College)
Campus Code: N (for New College)



Education Studies for Teaching Assistants

This is a professional development qualification which supports the work of teaching assistants in primary and secondary schools. The course runs for two years and combines working practice with seven hours teaching a week at College. It has been developed in partnership with Bath Spa University and may lead to progression on to an Honours Degree 3rd year and teacher training, subject to places being available.

Year 1 taught modules include:

- Learning, theory and practice
- Curriculum Foundation stage to end of Secondary
- Inclusion

Year 2 taught modules include:

- Working in partnership
- The curriculum in action
- Supporting individuals and groups

In addition, you will take four work based modules across the course as follows:

- The Inclusive Learning Environment
- Partnerships with parents and the wider community
- Action research
- Supporting individuals and groups

Course Leader: Dawn Evans

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

Appropriate Level 3 qualifications. At least 180 hours relevant experience and currently working in appropriate employment. Criminal Records Bureau (CRB) check.

Institution Code Name:	BASPA
Institution Code:	B20
Course Code:	X900
Campus Code:	L (for New College)



Teaching Qualifications

With the introduction of the Professional Standards for Teachers in the Lifelong Learning Sector, a range of qualifications has been introduced to meet Government requirements. Our courses provide the opportunity for participants to acquire and develop knowledge, skills and understanding, in order to significantly contribute to and enhance professional practice.

PREPARING TO TEACH IN THE LIFELONG LEARNING SECTOR (PTLLS)

This is the mandatory minimum unit for all teachers/trainers who have entered the profession since August 2007. Delivered on a part-time basis, there are 60 contact hours (approximately 36 which are directed study and 24 which are self-directed study). The course is a basic “tool kit” to enable students to plan and deliver sessions to adults. The five main topics are:

- **The role and responsibilities of the teacher/trainer**
- **Teaching and learning approaches**
- **Session planning skills**
- **Motivating and including all learners**
- **Assessment and record-keeping**

CERTIFICATE IN TEACHING IN THE LIFELONG LEARNING SECTOR (CTLLS)

This is the required qualification for learners wishing to teach on public funded and/or FE courses within an Associate Lecturer role. It is run on a part-time basis over one academic year. You must have completed PTLLS prior to commencing this course and be employed or working as a volunteer within the Lifelong Learning Sector with a minimum of 30 hours teaching. Contents include planning and enabling learning; principles and practice of assessment. Achievement of CTLLS enables candidates to apply for Associate Teacher Learning and Skills (ATLS) status through Professional Formation with the Institute for Learning.

DIPLOMA IN TEACHING IN THE LIFELONG LEARNING SECTOR (DTLLS)

Supports the development and acquisition of the skills, knowledge and practice required of the full teacher role. It runs for two academic years on a part-time basis. You must be employed or working as a volunteer within the Lifelong Learning Sector with a minimum of 150 hours teaching over 2 years and have completed PTLLS prior to commencement. Achievement of DTLLS enables candidates to apply for Qualified Teacher Learning and Skills (QTLS) status through Professional Formation with the Institute for Learning.

Enquiries: teachertraining@newcollege.ac.uk or contact Shona Taylor or Eleanor Coles on 01793 611470 (ext 314).

CERTIFICATE IN ENGLISH LANGUAGE TEACHING TO ADULTS (CELTA)

CELTA is an initial qualification for people with little or no previous teaching experience and opens up a whole world of exciting teaching opportunities - in the UK or abroad. Because it is awarded by Cambridge ESOL, part of the University of Cambridge, you can rely on its quality and recognition. There are two components of assessment: teaching practice - a total of six hours working with classes of two levels of ability, and four written assignments.

There are five main units of learning:

- **Learners and teachers, and the teaching and learning context**
- **Language analysis and awareness**
- **Language skills: reading, listening, speaking and writing**
- **Planning and resources for different contexts**
- **Developing teaching skills and professionalism**
- **You must already have a level 3 qualification and be over 20 years of age.**

We offer both a completely classroom-based and a blended learning course. The blended learning course involves online study and attendance at college. Both courses are part-time and run for 28 weeks from November to June. Acceptance is subject to interview.

Enquiries: Katie Hawkins on 01793 611470 ex 6900

PLEASE NOTE:

Applications for these courses are not funded by Skills Funding Agency (SFA) and do not go to UCAS and should be made to the College. These qualifications are only suitable for those wishing to teach students aged 14 years and above.



Higher National Diplomas/Certificates

freephone: 0808 178 3874 / email: he@newcollege.ac.uk / web: www.newcollege.ac.uk/he



Uniformed Public Services

This degree level course is designed to meet the needs of students wishing to pursue a career in one of the uniformed Public Services — Police, Fire Service, Ambulance Service, Prison Service, Armed Forces, Customs and Excise, Security Service, and Probation Service.

On successful completion at the end of two years full-time study you will have a recognised qualification which will be an advantage in applying for a position in the public services and other careers. Should you wish to continue your academic studies before entering full-time employment, the HND will allow you to apply to continue with the third year of a compatible degree course.

Full time students are likely to be in College for one day and an evening. In addition to this you will take part in weekend trips, projects, independent research and writing. You will also have the opportunity to extend your range of extra activities or subject study.

Course Leader: Lynn Wilkinson

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

You should have at least 3 A levels or BTEC level 3 at DDM or above (including English Language), or an equivalent qualification. For mature students over 18, suitable work experience may be taken into consideration instead of formal academic studies. You can also progress to this course if you achieve accredited prior learning in a public services agency.

You should be able to take part in overnight camping expeditions, day walks, water sports and physical fitness sessions. You should have the potential to pass the fitness and health requirements for your chosen public service career. For most services this means good eyesight, hearing and to be without physical infirmities. All suitable applicants will be interviewed.

Computing

Develop your technical skills and knowledge in the field of Computing together with learning how to apply these skills in the workplace. This course has a large practical element and learning is mainly assessed through the production of technical artefacts and course work.

The full HND will take 2 years, however you will complete the HNC (Higher National Certificate) in the first year. With top-up options it's possible to get a full BSc within 3 years. One option is the BSc (Hons) Applied Computing Distance Learning course offered by New College in partnership with Sheffield Hallam University.

This award covers a broad range of topics including:

- **Programming**
- **Website Design**
- **Media Production**
- **Systems Analysis**
- **Computer Games Development**
- **Computer Systems Architecture**
- **Artificial Intelligence**

The HND is an industry recognised qualification and can lead to many different types of career from technical programmers and website developers through to games designers, system analysts and IT management.

Course Leader: Tim Hodges

Enquiries: dawn.hardy@newcollege.ac.uk

Entry Requirements

A pass at BTEC national level or 2 A levels at grade D. Grade C at GCSE English and Maths is essential. Mature students with related experience or previous qualifications can be considered for Accreditation of Prior (Experiential) Learning (APEL). Ask for an application form.



Higher Apprenticeships

freephone: 01793 732892 / email: apprenticeships@newcollege.ac.uk / web: www.newcollege.ac.uk/he



Do you want to earn while you learn?

Whether you are looking for a job that enables you to carry on learning, or you are already in employment and want to gain further qualifications, an Apprenticeship could be for you.

Apprenticeships start at Level 2 and have a recognised progression route that can lead on to a Full Honours Degree funded either in full or in part by your employer.

An Apprenticeship qualification is made up of a variety of elements that means you will be assessed in the workplace with day release to New College. In particular Higher Apprenticeships lead to qualifications such as Level 4 Competence Qualification, Functional Skills and, in some cases, a knowledge-based qualification such as a Foundation Degree. At New College we offer the following Higher Apprenticeships at Level 4:

- **Accounting**
- **Business and Administration**
- **Food and Drink**
- **Leadership and Management**

Entry Requirements

To gain an Apprenticeship you must be in employment in the sector you wish to study. If you are not currently employed then there is help available to you. Apprenticeship jobs are advertised on the National Apprenticeship website: www.apprenticeships.org.uk

Contact our Apprenticeship Team who are happy to help and advise you on the best routes to reach your Career Goal.

Email: apprenticeships@newcollege.ac.uk

Phone: (01793) 732892





Professional Qualifications

freephone: 0808 178 3874 / email: he@newcollege.ac.uk / web: www.newcollege.ac.uk/he

Management and Higher Business Qualifications

CHARTERED MANAGEMENT INSTITUTE (CMI)

CMI Level 3 Award, Certificate, Diploma in First Line Management
Ideal if you are a junior or newly-appointed manager. It covers all aspects of the management role from finance to human resources. It is intended to be interactive and practical and encourages you to apply what you learn in the workplace.

CMI Level 5 Award, Certificate or Diploma in Management

Aimed at middle managers and covers all aspects of the management role from finance to human resources. It is intended to be interactive and practical and encourages you to apply what you learn in the workplace.

CMI Level 7 Award in Strategic Management

Designed for directors and senior managers who have the authority and personal inspiration to translate organisational strategy into effective performance. These qualifications require directors and senior managers to build on their skills in strategic management and leadership and to focus on the requirements of inter-organisational strategy.

ASSOCIATION OF ACCOUNTING TECHNICIANS (AAT)

AAT Diploma in Accountancy Level 3

Introduces more complex accounting tasks including maintaining cost accounting records and the preparation of reports and returns.

AAT Diploma in Accountancy Level 4

Suitable for higher level Finance Officers or Financial Team Leaders. Covers drafting financial statements, managing budgets and evaluating performance.

INSTITUTE OF LEADERSHIP AND MANAGEMENT (ILM)

ILM Level 5 NVQ Diploma in Management

Specifically designed for middle managers with a wide span of control and accountability for performance, in particular those with responsibility for determining resource allocation and operational methods in their department or organisation.

NEBOSH

National Certificate in Occupational Health and Safety

This is an essential first step in health and safety management and is the minimum qualification that an employer would expect someone with specific responsibilities for health and safety within an organisation to hold.

Diploma in Occupational Health and Safety

Ideal for anyone who holds a managerial or supervisory role with specific responsibilities for health and safety within their organisation. Participants will gain a nationally recognised qualification which demonstrates knowledge and skills essential to their role.

OTHER LEVEL 4 QUALIFICATIONS

Leadership & Management in a Care Setting (formerly Registered Managers Award)

PLEASE NOTE:

These are not UCAS courses and applications should be made direct to the College.

For further information on the above programmes please contact Fast Forward on 01793 732892



An explanation of Qualification Levels

You may be aware that qualifications are often referred to as being at a particular level, but may not know what this means. There are nine levels including an entry level. The table below provides an explanation of level 1-6 and typical qualifications. For further information on all levels (including Levels 7 and 8) please visit www.direct.gov.uk

Level	What they give you	Examples of typical qualifications
Entry	<p>Basic knowledge and skills.</p> <p>Ability to apply learning in everyday situations.</p> <p>Not geared towards specific occupations.</p>	<ul style="list-style-type: none"> • Entry level certificates • English for Speakers of Other Languages (ESOL) • Skills for Life • Functional Skills at entry level (English, Maths and ICT)
1	<p>Basic knowledge and skills.</p> <p>Ability to apply learning with guidance or supervision.</p> <p>May be linked to job competence.</p>	<ul style="list-style-type: none"> • GCSEs grades D-G • BTEC Introductory Diplomas and Certificates • OCR Nationals • Key Skills level 1 • NVQs at level 1 • Skills for Life
2	<p>Good knowledge and understanding of a subject.</p> <p>Ability to perform variety of tasks with some guidance or supervision.</p> <p>Appropriate for many job roles.</p>	<ul style="list-style-type: none"> • GCSEs grades A*-C • BTEC First Diplomas and Certificates • OCR Nationals • Key Skills level 2 • NVQs at level 2 • Skills for Life
3	<p>Ability to gain or apply a range of knowledge, skills and understanding, at a detailed level.</p> <p>Appropriate if you plan to go to university, work independently, or (in some cases) supervise and train others in their field of work.</p>	<ul style="list-style-type: none"> • A levels • Advanced Extension Awards • GCE in Applied subjects • International Baccalaureate • Key Skills level 3 • NVQs at level 3 • BTEC Diplomas, Certificates and Awards • OCR Nationals • Access

Level	What they give you	Examples of typical qualifications
4	<p>Specialist learning, involving detailed analysis of a high level of information/knowledge in an area of work or study.</p> <p>Appropriate for people working in technical/professional jobs, and/or managing others.</p>	<ul style="list-style-type: none"> • NVQs at level 4 • BTEC Professional Diplomas, Certificates and Awards • Certificates of Higher Education • Higher National Certificates
5	<p>Ability to increase depth of knowledge and understanding, critical thinking and research, so you can respond to complex problems and situations.</p> <p>Involves high level of work expertise and competence in managing and training others.</p>	<ul style="list-style-type: none"> • HNCs and HNDs • NVQs • BTEC Professional Diplomas, Certificates and Awards • Diplomas of higher education • Foundation Degrees • Higher National Diplomas
6	<p>A specialist, high-level knowledge of an area of work or study, to enable you to use your own ideas and research in response to complex problems and situations.</p> <p>Appropriate for people working as knowledge-based professionals or in professional management positions.</p>	<ul style="list-style-type: none"> • BTEC Advanced Professional Diplomas, Certificates and Awards • Bachelors degrees • Bachelors degrees with Honours • Graduate Certificates and Diplomas • Professional Graduate Certificate in Education

Student Services & Support

SUPPORT DURING YOUR COURSE

Our staff will help to build your confidence and achieve your aims as you go through the course. Tutors have the skills and experience to help you succeed. You will be encouraged to share your experiences and learn in a variety of ways. You will have a personal tutor who you will meet regularly to discuss your progress. They will usually be one of your subject or main course tutors.

STUDENT SERVICES

The Student Services Team provides the 'life support mechanisms' for students in college. Some elements of support are the responsibility of our partner HE providers as detailed below. The team is based on the ground floor at the back of the Restaurant.

Support is provided in the following areas:

ADDITIONAL LEARNING SUPPORT

If you have a medical condition, poor sight or hearing, learning difficulties such as Dyslexia and Dyspraxia or any other learning needs, our Additional Learning Support team can help you. They provide services including one-to-one teaching, support in class, computer programmes, specialist equipment or interpreters. The team is based in new purpose built facilities which include a supported study area. Additional support is available to ALL students. You can discuss your needs at your interview. **For more information email: Sarah Howes (Additional Support Manager) at sarah.howes@newcollege.ac.uk**

Note Higher Education students need to have a Disabled Students Allowance (DSA) to fund personal 1:1 or in-class support. It is advisable to arrange for this DSA assessment prior to starting courses so that support can be agreed as soon as possible.

CHILD CARE

Higher Education students should approach the relevant partner university for details of available support. Contact details for our partner universities can be found on page XX

CAREERS SERVICE

HE students have full access to guidance, support, resources and online resources from our partner institutions. The College's Careers Adviser is also available to give free and impartial information, advice and guidance on career prospects, work, training, higher education and CVs.

COUNSELLING

We offer a free, confidential counselling service. Our counsellors are here to listen and support you if you have any personal problems that affect your learning. Appointments can be arranged through the Student Services Assistants in BG13 or by calling 01793 611470. Student Services can also provide information on external support agencies and helplines.

NEW COLLEGE STUDENT UNION

All New College students are able to become members of the New College Students Union (NCSU), which is affiliated to the National Union of Students (NUS). Students can purchase the NUS Extra card online for £11 (correct at time of printing). It carries several advantages such as discounts in many high street stores. Visit www.nus.org.uk/en/nus-extra for more information. It also represents students on many important College committees.

CHAPLAINCY

Our Chaplaincy offers students and staff a confidential listening ear. New College has a Sacred Space available for students and staff of all faiths and none to use. The current Chaplaincy team members are from different Christian denominations, but offer a service to people of all faiths. They can be contacted by telephone on 01793 611470, or found in Student Services.

ACCESSIBILITY

We have resources to improve accessibility, including reserved parking, ramped access to the building and lifts to all areas of the main building and Sports Centre. For more information, please contact our Disability Officer via Student Services on 01793 611470.



Money Matters

TUITION LOANS

How can you afford higher education?

From 2012 funding for Degrees and Higher Diplomas is changing. Universities will be able to charge up to £9,000 a year, and both full-time and part-time students can take out loans to cover these tuition fees. First-time undergraduate fees are paid by a loan from the Student Loans Company so there is no need to have saved money before starting the course.

How are these loans paid back?

Full-time students only start repaying their loan after graduation at 9 per cent of everything earned above £21,000. Part-time students who earn over £21,000 a year have to start paying back their loans after three years even if their course hasn't finished. After 30 years, regardless of what you have already repaid the debt is wiped. If you never earn over £21,000 then you will never have to repay the loan.

Why have tuition fees increased?

Tuition fees go towards not only teaching time but to everything that makes up your education including facilities, learning resources, libraries, laboratories, support staff and research time. The cost of this education has not increased however from 2012 the funding given to higher education providers by the government has been significantly reduced. The argument is, rather than all taxpayers contributing, graduates - who will benefit directly from the degrees - will pay when they earn enough.

What will you have to pay for your Degree at New College?

Fees for all our Degree and Foundation Degree programmes are set by our partner universities. For up-to-date fees information on a particular course contact the partner university:

Bath Spa University

01225 875875

enquiries@bathspa.ac.uk

University of Gloucestershire

01242 714535

moneyadvice@glos.ac.uk

University of West of England

0117 32 82225

reception@uwe.ac.uk

Sheffield Hallam University

0114 225 5555

enquiries@shu.ac.uk

BPP University College

0845 077 5566

admissions@bpp.com

LOANS AND GRANTS FOR LIVING COSTS

Only full-time students can get financial support for their living costs.

Maintenance Loans

The maximum Maintenance Loan for new students starting from 1 September 2012 is:

- £5,500 if you live away from home and study at a University or College outside London
- £4,375 if you live at home

Maintenance Grants

You can also apply for a Maintenance Grant if your family income is below £42,600. You can get:

- £3,250 if your household income is £25,000 or under
- £50 - £3,250 if your household income is between £25,000 and £42,600

These loans and grants are paid into your bank account at the start of each term, once you've registered on your course. Loans are to be paid back.

BURSARIES FROM NEW COLLEGE AND PARTNER UNIVERSITIES

New College is offering bursaries of up to £1,000 to help local students on certain programmes. To enquire, call our Higher Education Team on 0808 178 3874 or email he@newcollege.ac.uk. Bursaries and scholarships may also be available from our partner Universities. Contact the partner University for more information.

OTHER FINANCIAL ASSISTANCE

Depending on individual circumstances, students may be eligible to access one or more of the following:

- Disabled Students' Allowance
- Parents' Learning Allowance
- Adult Dependants' Grant
- Childcare Grant
- Access to Learning Funds

For some courses loans are also available from banks for professional development.

How do you apply for student finance?

Full details on loans, grants, bursaries and additional allowances can be found at: www.direct.gov.uk/studentfinance. For advice on finance please ring the Student Finance England helpline on 0845 300 50 90

You need to wait until early 2012 to apply for student finance for 2012/13 courses and applications should be made separately from UCAS online at www.direct.gov.uk/studentfinance



Contact & Application Details

HIGHER EDUCATION AND DEGREE LEVEL PROGRAMMES

If you wish to apply for any of our Higher Education courses, please complete a New College Higher Education Application Form (phone 0808 178 3874 to obtain one) and return it to:

Dawn Hardy
New College
New College Drive
Swindon
Wilts
SN3 1AH

For most courses you must also complete a second form — details below.

FOR FULL -TIME DEGREE COURSES

You must also apply through the Universities and Colleges Admissions Services (UCAS). You can apply online at www.ucas.com. There is a small fee for making an application for higher education through them. The amount depends upon how many courses, universities and colleges you apply to. The UCAS website will give you all the details and advice about how and when you apply, as well as information on all universities, colleges and course codes.

If you would like help in completing the UCAS application form, please do not hesitate to contact us on 0808 178 3874.

ACCESS

For information on our Access to Higher Education Diploma, download our Access Prospectus at www.newcollege.ac.uk/he

PARTNER UNIVERSITIES

New College's HE courses are run in partnership with various universities, colleges and other organisations. Please check the relevant website for information on fees, entry requirements and finance.

Bath Spa University (www.bathspa.ac.uk)

University of Gloucestershire (www.glos.ac.uk)

University of West London (www.uwl.ac.uk)

Sheffield Hallam University (www.shu.ac.uk)

BPP University College (www.bpp.com)

ENTRY REQUIREMENTS

APEL: Accreditation of Prior Experiential Learning is a process to enable people to receive recognition for skills and knowledge they already possess. Entry requirements vary across programmes and standard qualifications may not always be necessary if you have appropriate work experience or APEL. We have included entry requirements within each programme, but for further queries please call us on 0808 178 3642, or check with the relevant university partner.

How To Find Us

BY RAIL:

Swindon Station is located in the Town Centre and has direct services to London (eastbound) and Bristol (westbound). Call National Rail enquiries on Tel: 08457 484 950 for train information. There is a taxi rank at the station.

BY CYCLE:

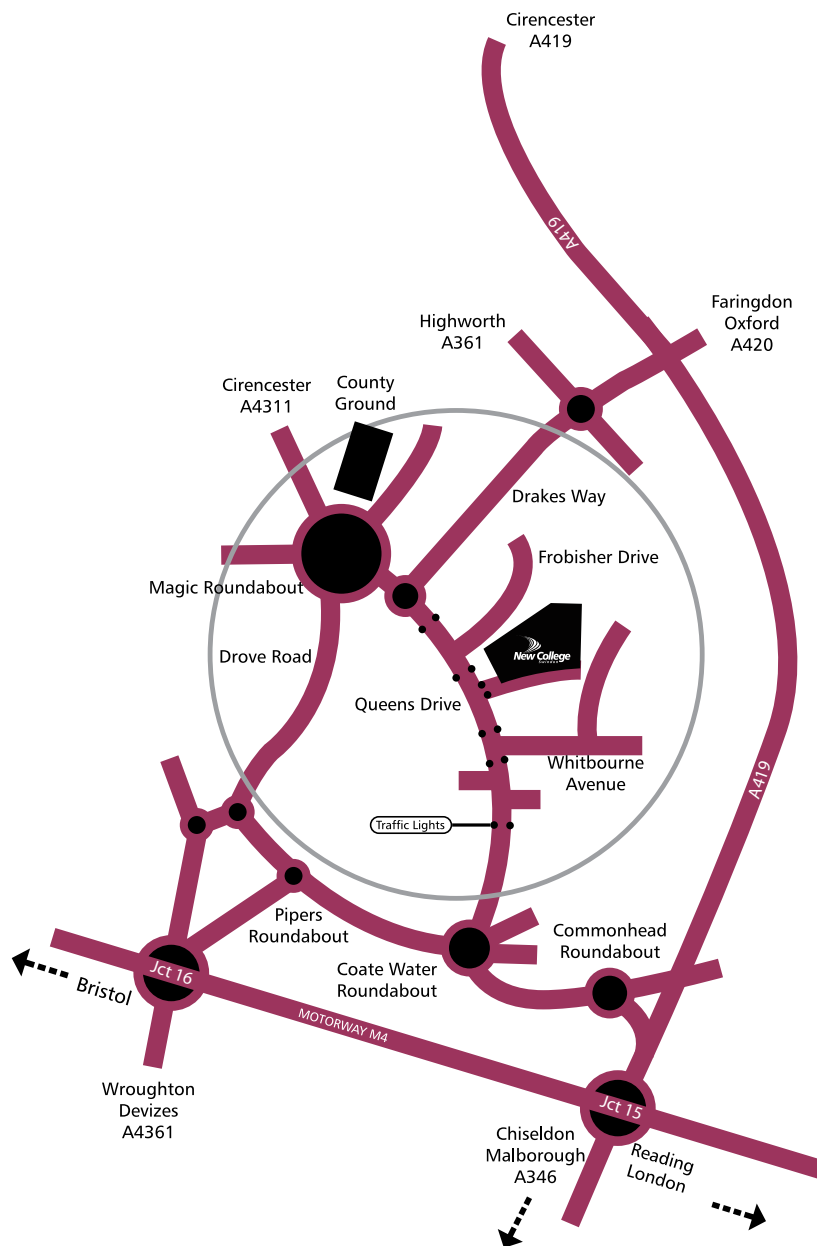
Cycle parking is available at the rear of the building.

BY BUS:

Services run frequently from the Town Centre and surrounding area. For timetables contact Tel: 01793 428 428

BY CAR:

New College is located off Queens Drive. From the M4, exit at Junction 15 following signs to Town Centre. The College is on the right hand side. From the Town Centre proceed to Magic Roundabout and follow signs to M4 along Queens Drive (A4259). The College is the first turning left past Frobisher Drive.



for further information call:

0808 178 3874

www.newcollege.ac.uk/he

New College Drive, Swindon, SN3 1AH. Tel: 01793 611470



New College is committed to Equality, Diversity, Inclusion and Excellence.

