

# SPRING 2012 Newsletter

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## January Examinations

Modular exams start on 10th January. Most but not all of our exams will be held at the Polish Community Centre on Whitbourne Avenue or the Church Hall next door. Exam timetables and regulations are displayed in the College Foyer, and on the College Virtual Learning Environment (VLE). Anyone expecting to sit an exam who does not have their Statement of Entry slip should see their personal tutor at the start of term.

### What to check before the exams:

- Exam entries – for correct subjects/modules – see statement of entry sent via personal tutors
- Exam start time
- Exam location
- Candidate number – to help you find correct seat

### What to bring to exams

- Statement of Entry - not essential but very helpful
- Photographic ID – preferably your New College ID Card
- All necessary exam equipment, such as pens, pencils, rulers and calculators

### What not to bring to exams

- Mobile phones, iPods etc. – we cannot promise to look after them securely. Students bringing these items to exam rooms must switch them off and hand to an invigilator. It is a breach of exam regulations to have these items in an exam.
- Cars – there is very limited parking at the exam venues – students should walk from College

## Summer exams entries

### Entries for summer exams must be made by:

- GCSE – 7th February
- AS and A2 – 7th February.
- Resit entries of January module (results posted to students by 9th March) need to be made by 15th March.

If students know that they will require special arrangements, e. g. extra time, readers, they must let the exams officers know in January. If you are booking holidays for the summer please check exam times accurately with teaching staff and avoid the Advanced Level Results day on **16th August** for students applying for September 2012 entry to university and **23rd August** for GCSE results.

## Exam Period Attendance

The College only has a brief formal exam leave period in January for A2 students. This is from Tuesday 24th – Friday 27th January, the peak time for A2 exams. However we recognise that many students will perform better in afternoon exams if they can do their final revision on the morning of that exam. Students will therefore be marked with an authorised code in registers if they are absent for a morning lesson, when they have an exam on that same day. They can still attend the lessons if they prefer. They will need to tell their lecturer if they want the morning lesson off to revise so that they can enter the correct mark. EMA and ALG will not be affected by this authorised code.

## Exam Fees and Attendance

As mentioned in the September newsletter, the College pays exam fees for all students whose attendance is at or above 90%. Students whose attendance on a course is below 90% at the time of making the exam entries will be asked to pay for their own entries. Special individual circumstances can be reviewed by the Faculty Manager responsible for the course. A refund of these exam fees may be given if targets for improved attendance are met by students before the exam date.

**Note: All resit fees are paid by the student.**

## Where Next?

### Student Progress

Spring term Subject Reviews will be available online for all students by 23rd March. We are suspending the college timetable on Wednesday 21st March to allow personal tutors to meet with their students, discuss progression and set progress targets. Our consultation evening with parents and carers is on Tuesday 27th March with appointments available from 1.30pm – 9.00pm. Feel free to contact tutors earlier if you have questions or concerns.

### University and Higher Education - September 2012 Entry

Students must get their UCAS application to their tutor by the **3rd January at the very latest** to meet UCAS deadlines (the College recommended deadline was 16th December). Any applications received by UCAS after their official closing dates are stamped 'LATE' and this may influence whether students are offered a place.

**All students** who have applied for university entrance in September 2012 will need to apply for financial support. This process is now online and students will be given information via their tutors and are prompted by their UCAS application. The online process is likely to be live in February and covers Tuition Fee Loans, Maintenance Loans, Maintenance and Special Grants and Allowances. Remember that New College runs its own programme of degrees and foundation degrees in conjunction with university partners in photography, English, sociology, psychology. New programmes for 2012 are likely to include HNC/Ds in Applied Biology, Sports Coaching and Public Services. We also run two degrees in Law and Business with BPP University College. The combination of studying whilst staying at home and our competitive fees will mean that you can gain a higher education qualification and save money. Email [he@newcollege.ac.uk](mailto:he@newcollege.ac.uk) for further info or visit our website [www.newcollege.ac.uk](http://www.newcollege.ac.uk)

### Confused by Student Finance?

Try these excellent resources:

<http://www.moneysavingexpert.com/students/student-loans-guide>

And the Parent Guide 'Talking Money'

<http://www.moneysavingexpert.com/students/student-finance>

Regardless of how much is borrowed the student's monthly repayment is based on their income - with an income of £24,000 a graduate will repay £22 per month.

### September 2013 Entry

First year students will be given a Higher Education Assignment in March by their tutors to assist with the process of university application in their second year. They should try to attend open days in their first year to inform their choices. Students will have an opportunity to attend the Higher Education Conference on 19th & 20th April and parents/carers of first year students will be invited to an 'Introduction to Higher Education' evening on 3rd May.

## Employment

All students planning to work rather than study at the end of the academic year should begin to plan for this in Term 2. Personal tutors offer a variety of assignments to help students and careers interviews can be booked through Student Services at any time. For more information and resources students can access the VLE – Student Area, Student Services, Careers and HE section.

## Student Holidays

Full attendance is very important to student success. Lost teaching time is difficult to recover and exams and assessments eat into term, more and more. We would therefore strongly advise against students taking holidays in term time.

## The Partnership of Support and the Parent Portal

Our priority is student success and we value the contribution that parents / carers can make. We hope that parents/carers have welcomed the opportunity to keep an eye on student progress using our new Parent Portal. User names and passwords have been sent home in letters during the autumn term. A new password can be provided by contacting our ICT technicians as long as a security answer has been provided on the Parent Contact website. The Parent Portal now contains the Subject Reviews for all students for the autumn term.

If parents want to take advantage of regular emails re student absence or course changes we need accurate email addresses to be provided on our Parent Contact website which can be accessed via the main New College website on the parent section. Unfortunately it is not practical for us to provide weekly attendance updates by post.

## Additional Learning Support

It is never too late to seek help with studies and to improve performance by contacting our Additional Learning Support Team. Appointments can be made to see our Additional Support Team in BG06.

## Feedback

We are always keen to make improvements and welcome any comments about New College. Please complete a Feedback form in College, or contact the Quality Manager by letter, freephone **(0800 9804911)** or email **([quality@newcollege.ac.uk](mailto:quality@newcollege.ac.uk))** Issues raised by reps in our first Student Council meeting and the College response is summarised below:

<b>You Said...</b> Can we have a cash machine in college?	<b>We did...</b> Ask a number of suppliers but none have been able to do so – our caterers have installed card payment machines in the restaurant with a cash back facility.
Why do students have Initial Assessments when they start college?	Explain that these give us extra information in addition to GCSE results to help advise you about success in your courses.
Some students didn't get much explanation of enrichment opportunities at their interviews	Add extra training on this for our interviewers and we will improve the information about enrichment for new students.
Information about some course cancellations was late (evening courses)	Explain that we try to run all courses which have recruited any students for the first week – we often get recruitments on the night and will give a course as much chance to recruit as is possible before reluctantly cancelling.



## National Learner Satisfaction Survey

The Skills Funding Agency and the Young People's Learning Agency who fund Further Education, are jointly promoting the National Learner Satisfaction Survey. Participation in the survey is optional but colleges are asked to make every attempt to ensure that all students have the opportunity to take part. Their views are essential to help improve further education both now and for the future. The survey this year runs from March through to May 2012. We will be encouraging students to take part in the online questionnaire through their tutorial programme. There will be a link to the survey on ProMonitor and guidance on how to complete it. The survey is very short and should take no more than 5 minutes to complete.

## Parents are Students Too!

New College offers a wide range of quality courses to all ages and abilities for qualification, leisure or business and career training purposes. You can obtain a brochure of our part-time courses for adults starting from January next year from Reception. Alternatively view details of all of New College courses on our web site [www.newcollege.ac.uk](http://www.newcollege.ac.uk). If you are interested in a training course for work/career please have a look at our business services website [www.fastforward.newcollege.ac.uk](http://www.fastforward.newcollege.ac.uk).

## Student Voice

Our Enrichment Coordinator Fiona works with our Student Union and Student Council. These groups ensure that the student voice is represented and that student run activities happen throughout the year. These groups are open for all students to join and we are always looking for ideas on events, enrichment courses and different ways in which we can ensure the student voice is represented and heard. Fiona can be contacted in BG36

## Autumn Term Events

The College ran an exciting variety of events in Term 1 for our students and the wider community. Highlights included:

September – Freshers Fair, 'eXtras' Fair and Volunteers Fair

October - Health Week, Induction Review Day

November – Dyslexia Awareness Day, Children in Need, Anti Bullying Week, Remembrance Day Commemoration

December – World Aids Day, Drink Awareness/Christmas Safety Days

## Key Dates

Start of Term 2	3 January
Exam leave (A2 students only)	24 – 27 January
College Open Evening (for Y11 leavers)	1 February
Half term break	13 – 17 February
Diversity Week	19 – 23 March
Progression Planning Day (no timetabled lessons)	21 March
Consultation Day (1.30pm – 9.00pm)	27 March
End of Term 2	30 March
Start of Term 3	16 April
H.E. Introduction Evening for parents	3 May
Bank Holiday	7 May
AS Exam Leave	14 May – 1 June
Half Term	4 – 8 June
A2 Exam leave	11 June onwards
AS students return for A2 classes	11 – 22 June
Summer Term ends	29 June
Adult Open Evening	5 July
A level and BTEC Results Day	16 August
GCSE Results Day	23 August



Note: Students doing GCSE, BTEC or other courses alongside AS or A2 courses will need to attend continuing lessons during the exam leave periods. They will be given an authorised absence for a lesson on the same day as one of their exams