

**WE ARE  
#CARDIFFMET**

**BSc (HONS) BIOMEDICAL SCIENCE  
WITH  
HEALTH, EXERCISE AND NUTRITION**

**CARDIFF SCHOOL OF  
SPORT AND HEALTH SCIENCES**

**Induction & Enrolment Information**

**Academic Year 2019/2020**



**Cardiff  
Metropolitan  
University**

**Prifysgol  
Metropolitan  
Caerdydd**

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## **1. Welcome from your Teaching Team**

Welcome to Cardiff School of Sport and Health Sciences at Cardiff Metropolitan University. You have chosen to embark on a three-year programme of study with us that we hope you will find stimulating, engaging, enjoyable and rewarding. By the time you complete the programme and you are at the stage of graduation, you will have gained knowledge, understanding and will have developed skills and abilities that you will be able to draw upon throughout the rest of your life, both personally and in your future career. Whilst you are studying at Cardiff Metropolitan University, the programme team will work in partnership with you and will help you to fulfil your potential.

I hope that you will both benefit from and enjoy your chosen programme of study. Do remember, though, that the key to success on any programme is motivation and effort. University staff will help and guide you; Library and Information Services can provide learning support but the commitment and hard work must come from you.

If you experience problems with the programme or have personal difficulties that affect your studies, then we will do all that we can to help you and you should contact me, your Personal Tutor, your Year Tutor, or another member of Academic Staff for assistance. Staff can only help if they are aware that there are problems and the earlier they are brought to our attention, the easier they will be to solve.

I look forward to working with you and hope that your time here proves to be a rewarding and enjoyable one. I wish you every success with your studies.

**Dr Cathryn Withycombe (Programme Director) and the teaching team**  
**Cardiff School of Sport and Health Sciences**  
**Llandaff Campus**  
**D Block**  
**Room D2.01e**  
[cwithycombe@cardiffmet.ac.uk](mailto:cwithycombe@cardiffmet.ac.uk)

## 2. Pre-Induction Tasks

There are no required pre enrolment tasks for this programme of study, however if you wish to do some preparatory reading, then you could focus on the following areas, since these are the main areas covered in Year 1 of the BSc Biomedical Sciences with Health, Exercise & Nutrition programme:

- Human Anatomy & Physiology
- Cell Biology & Genetics
- Biochemistry
- Laboratory Skills & Data Analysis
- Infection & Immunity A
- Personal & Professional Development A

You may also find it useful to read over the following information:

- Cardiff School of Sport and Health Sciences  
<http://www.cardiffmet.ac.uk/health/Pages/default.aspx>
- QAA Benchmark Statement for Biomedical Science (2015)  
<http://www.qaa.ac.uk/en/Publications/Documents/SBS-Biomedical-sciences-15.pdf>
- Royal Society of Biology <http://www.rsb.org/>

### Sport Kit Order

Once you have enrolled online, you will be sent information about ordering a free Cardiff School of Sport and Health Sciences kit package. Please place your order online prior to arrival should you want to. You will be able to collect your kit on campus during your Induction Week.

### 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. A scheduled time for collection of your Metcard is stated within your Induction Week timetable.

You will be able to access your Programme Handbook via Moodle once you have completed your online enrolment and have access to the Cardiff Met's IT systems. More information will be available once you have completed your enrolment.

#### 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](mailto: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](http://www.cardiffmet.ac.uk/library).

#### Your Student MetCard

Cardiff Met have introduced a photo upload facility for online enrolment, which can then be used on your Student MetCard. This facility is optional. Alternatively, your photo will be taken at the time you collect your Student MetCard. If you have chosen to use the photo upload facility, you will need to bring photo ID with you when collecting your Student MetCard.

#### Fees

If you are classed as a 'Home' or EU student, your course fees for September 2019 entry have been set at £9,000 and more information about fees can be found [here](#). If your course has any additional costs attached to it, they will be listed on [www.cardiffmet.ac.uk/additionalcosts](http://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 semester 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 course, 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.

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.**

If you are new to Cardiff, there will also be plenty of opportunities for you explore the city, make new friends and settle into your new life.

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

## 5. Programme Structure / Attendance

### Attendance

Attendance at lectures, tutorials, workshops, seminars and practical classes is monitored and you may be required to sign your name on class lists provided during teaching sessions.

**100% attendance** is normally expected at practical classes where assessment of practicals contributes to the overall assessment for that module. If a student misses a practical session then their mark may be affected, and so any student missing a session should contact the relevant Module Leader at the earliest opportunity, providing a reason for their absence and supporting evidence if required.

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

As a first year student, you will have access to your confirmed timetable from Induction Week, which is prior to the first week of teaching.

Please note that you will need to be enrolled before you can access this information. If your place has been confirmed but you have not been notified that you can enrol, please contact Admissions on what to do next.

## 6. 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

### [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](#)

Students are able to move into Halls from Friday 14<sup>th</sup> September but internet access will only be available for those who have completed the enrolment process successfully. There will be events held throughout Induction, information of 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 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](#)

[Admissions Policy](#)

[Higher Education Achievement Report \(HEAR\)](#)

# WELCOME 2019

## induction week timetable

**COURSE TITLE: Biomedical Science with Health Exercise & Nutrition**

**CAMPUS: Llandaff**

MONDAY 16 <sup>th</sup> SEPTEMBER Dydd Llun 16 Medi	TUESDAY 17 <sup>th</sup> SEPTEMBER Dydd Mawrth 17 Medi	WEDNESDAY 18 <sup>th</sup> SEPTEMBER Dydd Mercher 18 Medi	THURSDAY 19 <sup>th</sup> SEPTEMBER Dydd Iau 19 Medi	FRIDAY 20 <sup>th</sup> SEPTEMBER Dydd Gwener 20 Medi
<p><b>11:00 - 12:00</b> PD Meet and Greet and campus tour (room T008a)</p> <p><b>13:00 – 14:00</b> Meet your year tutor: Dr Lee Butcher (room T008a)</p> <p><b>14:45 – 15:30</b> Metcard Collection Learning Centre T1.03</p> <p><b>Evening</b> SU Activities</p>	<p><b>10:20 – 10:40</b> Collect sports kits (room CO.21)</p> <p><b>11:00-13:00</b> Meet your personal tutor</p> <p><b>13:00 - 14:00</b> Programme Talk (room A021a)</p> <p><b>14:00 – 16:00</b> BMS Departmental Social event Zen, SU</p> <p><b>Evening</b> SU Activities</p>	<p><b>10:00 – 16:00</b> <b>Freshers Fayre</b></p> <p>Cyncoed Campus National Indoor Athletics Centre (NIAC)</p> <p><i>Your Student MetCard can be picked up throughout the day from the Enrolment Team based in the fayre.</i></p> <p><b>Evening</b> SU Activities</p>	<p><b>9:00-11:00</b> Meet your Personal Tutor Groups (rooms O115 and T008A)</p> <p><b>11:00-12:00</b> MMM meeting with Dr Barry McDonald (room T008A)</p> <p><b>13:00-14:00</b> BMS HEN &amp; BMS meeting (room C022)</p> <p><b>14:00</b> Bus Tour CSSHS Llandaff Students (T.B.C.)</p> <p><b>Evening</b> SU Activities</p>	<p><b>12:00- 13:00</b> Meet the current students (room A017a)</p>
				<p><b>12.00 - 17.00</b> <b>MetFest</b> Llandaff Campus</p>

Course specific events

Social Events