

**WE ARE
#CARDIFFMET**

**BSc (HONS)
FOOD SCIENCE AND TECHNOLOGY**

**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

A very warm welcome to the BSc (Hons) Food Science and Technology degree programme at Cardiff Metropolitan University from myself as Programme Director, and from all of the teaching team.

Cardiff Metropolitan University has a long history of providing food education and training at both undergraduate and post-graduate levels. Our undergraduate programme is accredited by the Institute of Food Science and Technology. As a teaching team we very much hope that you enjoy your time with us, taking the opportunity to develop lifelong connections with peers on the degree and embracing opportunities that are available to you to develop academically, personally and professionally.

The programme team operates 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

This Induction and Enrolment information will give you a feel for the Programme that you are joining, and will be continually supplemented throughout your time on the degree. Your time as a student on the BSc (Hons) Food science and Technology programme is very important to us as a teaching team, so please do not hesitate to take the opportunity to ask if there are any questions that we have not answered.

We very much look forward to welcoming you in person during Induction week in September.

Dr Vitti Allender
Programme Director – BSc (Hons) Food Science & Technology
vallender@cardiffmet.ac.uk

2. Summer Tasks

Any food industry experience is useful whether this be from a food production, catering or retail point of view. However, as the programme offers excellent industry links this is not a requirement.

In order to prepare for the transition into Higher Education and develop an understanding of our expectations, the following (or a similar) study skills book is highly recommended for reading prior to commencing study:

- Cottrell, S., (2013) The Study Skills Handbook. Palgrave Macmillan

We appreciate the financial constraints on students in Higher Education and we do not insist on the purchase of textbooks. The following book may serve to assist you throughout your programme should you consider purchasing a text book:

- Campell-Platt, G. Ed (2017) Food Science & Technology Wiley-Blackwell
- Additional reference material for all modules will be given during the programme.

The food premises used by FST students in practicals are registered food premises, as such all students will need to complete the appropriate Food Industry Centre induction to undertake practical classes. This will be undertaken during induction week with refresher sessions prior to the commencement of relevant modules.

Students are required to wear the appropriate protective clothing in all practical classes to meet the legislative requirements.

You will require a suitable white food industry standard protective coat. This type of coat is distinguished by its essential characteristics i.e. no buttons, concealed stud popper front, no external pockets and preferably no internal pockets above the waistline. You are required to provide this coat for food practicals, if you do not you will be marked as not attending. Single use disposable Food Coats are available from the Food technicians for a cost of £1.00 each, which makes the purchase of a washable coat the cheaper option for the duration of the course.

Suitable suppliers of Food Industry Standard Coats include:

<https://www.foodsafetydirect.co.uk/clothing/hygiene-clothing/food-trade-coats.html>

<https://www.alsico.co.uk/coats-4>

<http://www.dennys.co.uk/Mens-white-food-coat-DA70/groupproduct/205787/>

<http://www.alexandra.co.uk/catalogsearch/result/?q=food+coat>

Food Industry Standard Hair and beard covers are provided free for all practical classes that require them.

For some practical classes, you will work in the high care section of the Food Industry Centre (FIC), and on these occasions, you will be provided with suitable protective clothing at no cost to yourself.

All science laboratory coats will be provided. We shall also provide the correct protective clothing for the microbiology laboratory, at each practical session.

Where factory visits are undertaken a contribution to the transport costs may be levied and students may be responsible for any admission charges e.g. exhibitions.

During your studies there may be other costs for printing and research. However, costs for printing final year dissertations, posters for some modules and some costs incurred for dissertation research (excluding travel) will be met by the department

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.

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 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

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. You should already be aware of these costs.

Details about fees for international students (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. 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 25 hours of class contact a week, consisting of lectures delivered to the whole group and 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. In addition, some modules have practical laboratory sessions

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.

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.

Level Four Assessment	
STF4017 Food Studies - 10 Credits	1500 word written assignment 15 minute presentation
STF4020 Food Safety Management - 20 Credits	2 x 3000 word written assignments
STF4018 Professional Studies - 20 Credits	1500 word Study skills portfolio 300 word Professional skills portfolio
STF4003 Introductory Biochemistry - 20 Credits	3000 word coursework & practical reports 2 hour examination
EHN4001 Foundation Law - 10 Credits	2 hour examination
STF4005 Food Preservation & Process Technology - 10 Credits	1500 word practical report 2 hour examination
STF4019 Nutrition - 20 Credits	2000 word dietary assessment Open book test covering term 1 work 1.5 hour examination covering term 2 work
STF 4013 – Sensory Analysis of Food – 10 credits	2 hour exam 1500 word assignment

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 14th 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](#)

WELCOME 2019

induction week timetable

COURSE TITLE: Food Science & Technology

CAMPUS: Llandaff

MONDAY 16 th SEPTEMBER Dydd Llun 16 Medi	TUESDAY 17 th SEPTEMBER Dydd Mawrth 17 Medi	WEDNESDAY 18 th SEPTEMBER Dydd Mercher 18 Medi	THURSDAY 19 th SEPTEMBER Dydd Iau 19 Medi	FRIDAY 20 th SEPTEMBER Dydd Gwener 20 Medi
<p>10:00 – 11:00 Breaking the ice! Introduction to programme & each other-A021b</p> <p>11.00 – 12.00 Teamwork – Research task-A021b</p> <p>12:00-12:30 Lunch – explore your options in and around campus: take a selfie of the people you eat lunch with and share on Facebook: facebook.com/foodegrees</p> <p>13.30-14.00 Student Metcard Collection Learning Centre T103</p> <p>14:00-15:00 Things I wish I'd got sorted in my first week ...how do school and uni differ? Level 5 and 6 students will share their experiences -A021b</p> <p>15:00-16:00 Group Personal Tutor Meetings - Audit of skills based on pre-entry task. Discussion of aspirations on and after the programme D121/D130/D131/D132/D133</p> <p>Evening SU Activities</p>	<p>10:30 – 12:00 Graduate attributes session - We shall explore the attributes required from a Food Science & Technology graduate. A019</p> <p>12:00 – 13:00 Lunch – explore your options in and around campus</p> <p>13:00-14:00 Programme orientation session - Programme structure, academic information – lots of questions and lots of answers! A019</p> <p>14.30- 16.00 Expectations and Learner gain - What are you expecting from your time at university, beyond a great education? What are the rules you need to follow? A019</p> <p>Evening SU Activities</p>	<p>10:00 – 16:00 Freshers Fayre Cyncoed Campus National Indoor Athletics Centre (NIAC) <i>Your Student MetCard can be picked up throughout the day from the Enrolment Team based in the fayre.</i></p> <p>Evening SU Activities</p>	<p>10:00 – 11:00 Introduction to FIC & Helix Practical induction with FIC Staff A019</p> <p>11:00-13:00 Running & analysing a sensory panel A019</p> <p>13.00 – 14.00 Lunch</p> <p>14:00-17:00 Bus tour & Personal Tutor 1:1 sessions - Scheduled session for you to discuss your expectations with your personal tutor. D121/D130/D131/D132/D133</p> <p>Evening SU Activities</p>	<p>10:00 – 13:00 Preparation of lunch and introduction to practical sessions D021</p> <p>13.00 – 14.00 Lunch with personal tutors, Academic, Technical & Zero2Five Food Industry Centre Staff Evaluation of Fresher's week activities – have your say, so we can make it better for next year! D125</p> <p>14.00 - 19.00 MetFest Llandaff Campus</p>

WELCOME
2019

induction week timetable

Course specific events

Social Events