

**WE ARE  
#CARDIFFMET**

**BSc (HONS)  
HUMAN NUTRITION AND DIETETICS**

**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 warm welcome is extended to you from the teaching team here at Cardiff Metropolitan University. We are a team of registered Dietitian and nutritionists all with experience of clinical, community and public health practice.

### **Introduction to the programme**

The programme in Human Nutrition and Dietetics which you will be joining has always been considered to be of a very high quality. This programme has a record for receiving high overall student satisfaction in recent years.

The course has ongoing accreditation by the by the British Dietetic Association and approval by the Health and Care Professions Council.

### General Aim

The programme aims to:

- provide a high quality and professionally appropriate education to enable graduates to use the knowledge and skills acquired to meet the requirements of The Health and Care Professions Council to enable graduates to be eligible to register as dietitians.
- be evidence based, evaluative and continually striving towards further development.
- lay the foundations for career-long professional development, reflective practice and lifelong learning to support best professional practice and the maintenance of professional standards.

### Opportunities for further study

Professional development continues after graduation.

Specialisation in various aspects of dietetics is by means of postgraduate study.

Postgraduate courses leading to Masters qualifications may also be undertaken, including the MSc Advanced Practice (Dietetics) which Cardiff Metropolitan University offers.

## Programme Structure

BSc (Hons) Human Nutrition and Dietetics

Programme Structure

Level 4 - Year 1

Module No	Module title	Module Value	Term
STF 4003	Introductory Biochemistry	20	1-2/3
PHN 4007	Introduction to Public Health Nutrition	20	1-2/3
PHN 4003	Food Studies	10	1
PHN 4004	Nutrition (Macro and Micronutrients)	20	1-2/3
APS 4002	Human Anatomy and Physiology	20	1-2/3
DAN4006	Professional Skills and Studies for Dietitians	20	1-2/3
IPE4000	Contemporary Collaborative Practice	10	1-2/3

Level 5 – Year 2

Module No	Module Title	Module Value	Term
DAN 5010	Health Sociology	10	1
DAN 5012	Health Psychology	10	2
DAN 5013	Communication for Dietitians	20	1-2
DAN 5014	Principles of Dietetics	20	1
DAN 5015	Specialist Dietetics	20	2/3*
DAN 5022	Research Skills for Dietitians	10	1-2
DAN 5017	Nutritional Biochemistry and Physiology 1	10	1
DAN 5019	Public Health Nutrition: Life Cycle	20	1-2
DAN 5020	Placement 1: Foundations of Dietetic Practice	0	6 weeks (May-June)

\* term 3 in July

Level 6 – Year 3

<b>Module No</b>	<b>Module Title</b>	<b>Module Value</b>	
DAN 6022	Placement 2: Developing Dietetic Practice	20	Sept-Oct
DAN 6028	Current Issues in Dietetics and Public Health	20	Nov/Dec
DAN 6004	Dissertation	40	Nov/Dec/ May/Jun
DAN 6025	Placement 3: Competence in Dietetic Practice	40	Jan- April

## 2. Pre-enrolment Conditions

Before enrolling on the programme all students must have completed the DBS process:

### DBS CHECK

The Disclosure and Barring service is a Government organisation which helps to prevent unsuitable people from working with children and vulnerable adults.

All prospective students will obtain an Enhanced Disclosure through the Disclosure and Barring Service (DBS), prior to enrolment on the programme. Where a problem is identified the results of the disclosure will be referred to a panel for consideration and the prospective student advised accordingly. Students applying for the programme, where Britain is not their country of origin, must provide this information through a comparable source from their home country prior to enrolment.

Further information on DBS and how to complete the process online can be obtained by following this link: [www.cardiffmet.ac.uk/dbs](http://www.cardiffmet.ac.uk/dbs)

### OCCUPATIONAL HEALTH ASSESSMENTS

Occupational health assessments are compulsory for students on Cardiff Met's healthcare-related programmes.

Students will be required to complete two health questionnaires. You will be emailed links and passwords to access and complete the questionnaires online via Medigold Health. You will not be able to enrol until you have completed the OHQ.

For late applicants, this will need to be completed as soon as possible to avoid any delays when starting your programme.

Further information on the occupational health assessment process can be found on the following: [www.cardiffmet.ac.uk/ohq](http://www.cardiffmet.ac.uk/ohq)

### NHS Bursaries and Tuition Fees

NWSSP Student Awards Services implements the NHS Wales Bursary Scheme, which provides funding for a range of health education courses in Wales, including the BSc (Hons) Healthcare Science programme.

The funding available through this scheme includes the cost of tuition fees, a bursary for living costs including a £1000 non means tested grant plus a means tested bursary and support for additional costs such as travel and accommodation.

Students commencing study in 2019 and who commit to work in Wales for the two years following completion of their course, will be able to access NHS funding as set out above to meet the cost of training. The bursary scheme for EU nationals includes the provision of tuition fees only, unless ordinarily resident in the UK for three years prior to the start of the course.

Individuals who do not feel they can commit to this specified period of employment will not be eligible to receive the benefits of the NHS Wales Bursary Scheme, however they will still be able to study in Wales and will be able to access the following support:

**Welsh domiciled students** who do not wish to commit to work in Wales on completion of their course will have access to the standard support package available from Student Finance Wales.

**Non-Welsh domiciled students** who do not wish to commit to work in Wales will still be eligible to study in Wales but will need to secure funding from an alternative source. This may include funding from the relevant funding body in their home country or self-finance.

The **deadline for applying** for funding is six weeks after the commencing the course. If you do not wish to commit to work in Wales, you will still need to register on the Welsh Health Education Registration System before applying for your student finance. There are a list of useful FAQs on the NWSSP Student Awards Service webpages – <http://www.nwsspstudentfinance.wales.nhs.uk/new-students>

For information on the numbers of placements available for the course, i.e. the number of students we can accept, and how we allocate these places please visit our website – [www.cardiffmet.ac.uk/nhsbursaries](http://www.cardiffmet.ac.uk/nhsbursaries).

### 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.

You will also receive your Programme Handbook during your Induction Week. The Programme Handbook is a vital manual through the Programme and should be retained for usage throughout your course of study. Each academic year, additional information relating to that level will be provided. The Handbook offers guidance on Rules, Regulations and Procedures and guidance on learning for practice with information on all modules to be undertaken and reading lists.

#### 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

A scheduled time for collection of your MetCard is stated within your **Induction Week** information. 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 2019 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](http://www.cardiffmet.ac.uk/additionalcosts). You should already be aware of these costs.



## 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

There are timetabled sessions, usually on each day of the week (Monday to Friday). In addition there is time during the day for independent learning, within the Learning Centre, some of this supported by the Cardiff Metropolitan Virtual Learning Environment (Moodle).

*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.

You have to complete 360 credits (120 at each Level) to achieve the degree award. Single modules are worth 10 credits, and double modules are worth 20 credits.

At level four (year 1) many of the modules are shared with other programmes, primarily BSc (Hons) Nutrition. Practical classes and tutorials are usually programme specific.

At level five (year 2) some modules are shared with other programmes and some are taught separately. In addition teaching occurs in June and July for this cohort to accommodate placement 1.

At level six (year 3), the majority of modules are programme specific and are designed around placement. This academic year commences at the beginning of September due to placement requirements.

Students undertake three placement periods. These are: 2.5 days in Year 1, in term 2 year 2, term 1 in year 3 and term 2 year 3. All placements are pass/ fail however placement 2 and 3 have assessed elements that are accredited to the final degree.

These placements will occur in Wales and you will be asked to confirm that you are willing to undertake placements in any part of Wales unless you have special circumstances such as school age children. Additional costs associated with travelling during the placement *may* be covered by the NHS bursary. In addition if you have to meet accommodation costs in Cardiff as well as at your placement, the lesser of these *may* be reimbursed from the NHS bursary.

All students are expected to demonstrate development in a number of graduate (transferable) skills as well as personal development. Graduate skills development is tracked through the module assessment programme. Personal development is discussed at regular intervals with your personal tutor and goals are agreed and records maintained within the Personal Development Plan (PDP).

Students **must** undertake this process before proceeding to any clinical placement. Commitment to the process is essential. In addition students use a portfolio during each placement period, to provide evidence of development of skills required as a dietitian at the point of qualification and to meet the Health and Care Professions Council Standards of Proficiency.

All the records described above contribute vital evidence of your progress on the programme

## 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.

### [DBS](#)

If your programme involves you coming into contact with children and young or vulnerable people then you will have been asked to carry out a criminal records check as part of your offer.

### [Occupational Health](#)

To comply with current Health & Safety legislation, all Cardiff Met students undertaking a healthcare-related programme at Cardiff School of Sport and Health Sciences (involving a clinical placement component), are required to participate in a mandatory Occupational Health Screening assessment. Additionally, certain courses are also required to adhere to the Department of Health's immunisation and vaccination programme.

### [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](#)

# WELCOME 2019

## induction week timetable

**COURSE TITLE: Human Nutrition & Dietetics**

**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>10:00 – 12:00</b> Programme Welcome Course orientation 1 A115 Vicky Krawec Programme Director (Meet in the foyer 9.45am to be taken to the room)</p> <p><b>12:00-13:00</b> Lunch</p> <p><b>13:00-14:00</b> Rough Guide to year 1 A115 Dietetics society Reps</p> <p><b>14:00-15:00</b> METCARD COLLECTION Learning Centre T1.03</p> <p><b>15:00</b> Campus orientation (optional) Vicky Krawec Meet outside the Zen</p> <p><b>Evening</b> SU Activities</p>	<p><b>9:00-11:00</b> Course orientation 2 O108 Vicky Krawec Programme Director 10am Hannah Kinasz 10.45 Neil Davies 10mins – student support</p> <p><b>11:00-12:00</b> Dietitians in Practice A119 Rhiannon Harris and Vicky Krawec</p> <p><b>12:00-13:00</b> Lunch</p> <p><b>13:00 -14:00</b> Independent Learning workshop /what is a lecture A115 Vicky Krawec Programme Director</p> <p><b>14:10-14:30</b> Sports kit collection CO.21</p> <p><b>15.00-16.00</b> A031 Student personal safety session</p> <p><b>Evening</b> SU Activities</p>	<p><b>10:00 – 16:00</b> <b>Freshers Fayre</b>  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><b>Evening</b> SU Activities</p>	<p><b>10:00 – 10:30</b> Nutrition Resources A031 Shirley Hinde</p> <p><b>10:30-11:30</b> Academic Skills A031</p> <p><b>11:30-12:00</b> Meet the team for juice and welsh cakes D1.25</p> <p><b>12:00-12:30</b> Meet your personal tutor A031</p> <p><b>12:30-13:00</b> Lunch</p> <p><b>13:00-13:30</b> Natalie Cox HEIW joint with SLT and BMS A031</p> <p><b>13:30 – 15:00 and 16:00- 17:00</b> 1 to 1 appointment with your personal tutor (book online) Tutor offices Shirley Hinde, Hilary Wickett, Vicky Krawec, Amanda Squire, Katherine Gallimore</p> <p><b>14.30</b> optional bus tour for dietetics</p> <p><b>Evening</b> SU Activities</p>	<p><b>9:00-11:00</b> 1 to 1 appointment with your personal tutor – some tutors available only please check on Thursday)</p> <p><b>12.00 - 17.00</b> <b>MetFest</b> Llandaff Campus</p>

Course specific events

Social Events