

**WE ARE
#CARDIFFMET**

**BSC (HONS) SPEECH AND
LANGUAGE THERAPY**

**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 the start of your studies to become a Speech and Language Therapist. The following information will orient you to aspects of the course, the School and the University. It will also help you ensure that you meet all the administrative and legal requirements for joining the course. Please give particular attention to the sections covering your DBS check and occupational health (Section 2).

Induction sessions will take place during your first week which will involve sessions to enable you gain an understanding of university life at Cardiff Met and the implications of joining the SLT profession. There will also be sessions that provide an opportunity for you to begin to get to know the staff and the other students on the course and in the School of Sport and Health Sciences. Induction week is also a good time to ask any questions related to your time at Cardiff Met.

When you look at the list of modules in the Programme Specification, you will notice that some of them have Welsh names. These are the modules that are taught through the medium of Welsh in parallel with the equivalent modules taught through the medium of English.

We hope that the information in this pack will contribute to your preparations for coming to university, and that it will give you some idea of what to expect. If there is anything that we have not covered, please get in touch with the SLT Centre, and we will try our best to answer any queries you have.

We look forward to meeting you in September.

Hannah Plumpton and the SLT team

2. Pre-enrolment Conditions

Before enrolling on the BSc (Hons) Speech and Language Therapy 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/dba

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

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.

3. Pre Induction preparation / Summer Task

Suggestions for Reading

Here are some suggestions for books you might like to look at before you start the course. **It is not compulsory for you to buy any of the books.** They are all available in the Cardiff Met library and you will be able to borrow them once you have enrolled.

Linguistics

McAllister, J. & Miller, J. (2013) *Introductory Linguistics for Speech and Language Therapy Practice*. London: Wiley-Blackwell.

Phonetics and Phonology

Knight, R-A. (2012) *Phonetics: A Coursebook*. Cambridge: Cambridge University Press.

Anatomy and Physiology

Fuller, D.R., Pimentel, J.T., & Peregoy, B.M. (2012) *Applied Anatomy and Physiology for Speech Language Pathology and Audiology*. Baltimore: Lippincott Williams & Wilkins.

Speech and Language Pathology

Kersner, M. & Wright, J.A. (2012) *Speech and Language Therapy*. 2nd ed. London: Routledge.

Damico, J.S., Müller, N. & Ball, M.J. (2012) *The Handbook of Language and Speech Disorders*. Chichester: Wiley-Blackwell.

Online patient stories

We recommend visiting a website called www.healthtalk.org which provides free, reliable information about health issues through sharing people's real-life experiences. Watching people sharing their stories about stroke, Parkinson's, motor neurone disease (MND), autism and cleft palate would be good preparation for the course.

Pre-induction task

This task has been designed to help you to reflect on who you are and why you are embarking on a degree in speech and language therapy. Personal reflection is a critical skill for you to develop as a speech and language therapy student. We use it frequently during the course to help you with developing both your academic and clinical skills.

The task will be discussed during the 'Meet your SLT Year Group' session during Induction Week, so please make sure you bring it with you. It will be used as a starting point for discussion and to help you develop a sense of belonging and identity with your year group.

We would like you to take some pictures, either on a camera or on your phone, that reflect your sense of identity. Please could you bring along:

1. A photo that captures who you are and how you see yourself
2. A photo that captures the biggest motivating factor in your life - for example, this may be a person or a significant event
3. A photo that reflects how education has motivated you to get you where you are today
4. A photo that captures what it means to you to become a student at Cardiff Metropolitan University and to be part of the BSc Speech and Language Therapy course

4. 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.

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 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

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. You should already be aware of these costs.

5. 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.

6. Draft Timetable / Typical Attendance

The speech and language therapy course has a full timetable. Attendance at all teaching and clinical sessions is expected, in order to ensure your preparation for professional practice.

Below is a timetable that is typical of what you can expect. We ask that you **not to make any firm arrangements based on this information** as your timetable will not be finalised until the shortly before the start of term.

What we do know is that Mondays, Wednesdays Thursdays and Fridays are allocated to lectures, while Tuesdays are kept free for your placements. These placements will start in your second teaching week (week 10) and you will be given further information at the start of term.

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 who can advise.

	9-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17
Mon	On-site lectures							
Tue	Off-site on placement							
Wed	On-site lectures							
Thu			On-site lectures					
Fri	On-site lectures							

7. 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 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: Speech & Language Therapy

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>10:00-10:30 Programme welcome-E0.01 Hannah Plumpton, your Programme Director, welcomes you to the course</p> <p>10:30-12:00 Course orientation-A1.19 Essential Information on what to expect in your first few weeks Get to know your personal tutor group and find your way around campus</p> <p>14:00-15:00 Group personal tutorials-C0.22 Get to know your personal tutor and some of your peers</p> <p>15:00-16:00 Group personal tutorials-C0.22 Get to know your personal tutor and some of your peers</p> <p>16:00 – 16:45 Collect your Metcard Learning Centre T1.03</p> <p>Evening SU Activities</p>	<p>10:00-11:00 Course introduction - part 1 - A1.19 Get to know your year group Meet our admin support teams</p> <p>11:00-12:00 Student portal & Moodle orientation D2.09 Learn about Moodle, your virtual learning environment Book your personal tutor slot</p> <p>13:00-14:00 Working within NHS Wales Introduction to bilingualism within the context of health services - A1.19</p> <p>14:00-15:00 Course introduction - part 2 - A1.19 Get to know your year group Meet our admin support teams</p> <p>14.50-15.10 Sport kit collection-CO.21 Pick-up your Cardiff Met kit</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> Evening SU Activities</p>	<p>9:00-12:00 Individual tutorial sessions - C0.13 You will sign-up for a 20 minute slot where you will meet your personal tutor 1:1.</p> <p>13:00-13:30 Health Education and Improvement Wales Venue tbc A session where you and students from other health courses meet representatives from HEIW, the body responsible for commissioning, planning and developing education and training of the NHS workforce in Wales</p> <p>Bus Tour CSSHS Llandaff Students (T.B.C.)</p> <p>Evening SU Activities</p>	<p>9:00-12:00 Individual tutorial sessions C0.13 You will sign-up for a 20 minute slot where you will meet your personal tutor 1:1.</p> <p>14.00 - 19.00 MetFest Llandaff Campus</p>
Course specific events		Social Events		