

GUIDE FOR

care leavers



2018 - 2019



UNIVERSITY OF
SURREY



Welcome

TO THE UNIVERSITY OF SURREY

MAKING THE CHOICE TO STUDY AT UNIVERSITY IS A BIG STEP FOR ALL STUDENTS. YOU WILL BE ENTERING A WORLD FULL OF NEW OPPORTUNITIES, NEW FRIENDS, AND NEW WAYS OF THINKING. WHEN YOU DECIDE TO TAKE THIS STEP WE WANT TO MAKE SURE THAT YOU RECEIVE THE RIGHT LEVEL OF SUPPORT AND GUIDANCE FOR YOU.

At the University of Surrey, we provide a challenging, supportive environment for our students to explore their potential and develop their talents. We have dedicated staff who can provide you with a complete package of in-depth information, support and advice to support your needs as a prospective student; throughout your time at Surrey and after you graduate. This service is completely optional and if you do decide to access the support available it is up to you to decide what, and how much you would like.

We have designed this guide to make you aware of the full range of support and information readily available for you to access if you choose to. We have also provided contact information and websites where you can find further information.



University of Surrey Stag Hill Campus



Duke of Kent Building Stag Hill Campus



Library and Learning Centre Stag Hill Campus



Surrey Sports Park Manor Park

APPLYING TO

university

UCAS

When you begin your application through UCAS you will find a check box that you can tick to identify yourself as a young person in care or a care leaver. Ticking this box will not affect the University's decision to accept your application and means we can contact you about any bursaries or compact schemes you might be entitled to.

APPLICANT AND OPEN DAYS

The University offers a number of applicant days and open days throughout the year. On these days the University opens its doors to prospective students and those who have already applied to meet the academics who will be teaching them and explore the facilities and the campus they could be studying at. The day also offers a chance to meet with Student Support staff and find out more about the support offered by Student Support Services.

For detailed information on applying to Surrey, open days and applicant days please visit surrey.ac.uk/apply

IN2SURREY SCHEME

Once you've made the decision to apply to the University of Surrey you will have the option of applying to our In2Surrey Scheme. Please be aware that you'll need to be holding an offer from the University in order to participate.

The In2Surrey Scheme is a programme designed to help minimise barriers to higher education for certain groups of students. Students who successfully complete the scheme receive a reduction in their offer by the equivalent of one A-Level grade. Alternative offers are available for those students studying A-Levels, International Baccalaureate and Access to HE qualifications. Please note that for BTEC (QFC Level 3 Extended Diploma) students we may be unable to make a reduction of one grade due to A-Level equivalencies.





Other benefits of the scheme include access to an E-Mentor: a current undergraduate student, available to offer advice and guidance in relation to your transition to university. You will also receive a one off financial award at the end of your first semester which does not need to be paid back. We will also invite you to two special events on campus including a pre-entry day.

You will have a point of contact at the University as well who can direct you to available services and answer any of your questions.

In exchange we will ask you complete a piece of work that is set and marked by university staff and in order to 'activate' your alternative offer you will need to pass this assignment and make us your firm choice.

To find out more, check the eligibility criteria and download the application form please visit surrey.ac.uk/in2surrey

LIBRARY ACCESS

As a member of the public you are able to access the University of Surrey's library which contains copies of recommended reading textbooks for each course Surrey provides. It also hosts a large collection of online journals and e-books which you are able to access on site with no fee.

To find out more about the library services visit surrey.ac.uk/library/using/visitors





Once you're here

NOW YOU'VE MADE THE TRANSITION TO HIGHER EDUCATION, AT THE UNIVERSITY OF SURREY YOU HAVE ACCESS TO AN OPTIONAL PACKAGE OF ACADEMIC, FINANCIAL AND GENERAL SUPPORT AND ADVICE.

All care leavers who self-declare their background are offered direct, one-to-one contact with a dedicated student advisor who acts as a point of contact for information, advice and guidance within the University. You are invited to an interview to discuss any support or other needs you have at an early point in the application cycle, and an action plan responding to your needs will be agreed and monitored.

ACADEMIC SUPPORT

At the University of Surrey we want you to succeed so we have a range of academic support mechanisms and services to ensure you do, from generic study skills training to personal academic tracking.

FACULTY STUDENT SERVICES

Your faculty Student Services office can help you on academic related queries relating to your programme and your coursework and exams.

For contact details see:

surrey.ac.uk/currentstudents/ask/faculty_services/

PERSONAL TUTOR

Each student is assigned a Personal Tutor. The role of your Personal Tutor is to monitor and appraise your academic progress and to take a particular interest in your general welfare. You will meet with them regularly to discuss what's going well and any concerns you might have.

SPLASH (Student Personal Learning and Study Hub)

SPLASH is located in the library. A team of Learning Development Advisers and Librarians are on-hand to provide advice on aspects of your academic studies including research skills, improving your written work, literature searching, practising a presentation, referencing, working on your time management or developing any other skill to help you succeed in your studies.

SPLASH provides workshops, one-to-one appointments, drop-in sessions and online resources and skills toolkit for students. For more information:

surrey.ac.uk/splash

ALS (Additional Learning Support)

If you have a disability or long term medical condition that affects your day to day life the ALS team are available to offer support to you throughout the year. It can offer assistance to student's difficulties such as:

- ▶ Specific Learning Differences e.g. dyslexia, dyspraxia, ADHD
- ▶ Sensory Impairments
- ▶ Mobility difficulties
- ▶ Autistic spectrum conditions
- ▶ Long term medical conditions, e.g. Crohn's Disease, M.E. or epilepsy
- ▶ Mental health conditions

The ALS team are able to provide advice on funding support available from the Disabled Students' Allowance. ALS also offers screenings to students who think they may have dyslexia or other Specific Learning Differences.



FINANCIAL SUPPORT

The University of Surrey has a number of Bursaries and Scholarships available to students. Please look on our Fees and Funding page to find out what's available to you:

surrey.ac.uk/fees-and-funding

You may also be able to apply for a one off bursary from your local authority.

The University of Surrey offers a guaranteed minimum bursary of £1000 on entry to qualifying students who have been in local authority care. As you can only receive one bursary from the university this £1000 can not be paid if you are eligible and receive the full surrey award.

Based in the Student Services Centre, our Student Money Advisers can help with any financial problems or queries you may have, and try to ensure that your time as a student at Surrey runs as smoothly and problem-free as possible.

We know that sometimes it's the little things that make all the difference so we offer student loan and funding checks to make sure you are receiving everything you are entitled to. We also have our own in-house recruitment agency, UniTemps, which is based on campus and offers a range of flexible paid part-time work, both on-and off-campus.

The University's Hardship Fund is for students who fall into financial trouble and have exhausted all other options. It can offer grants ranging between £100 and £4,000 for students, which you do not have to pay back. The hardship fund frequently receives requests from students including care leavers.



STUDENT SERVICES

The Student Service Centre offers a comprehensive and detailed package of support and is available to you at any time during your studies. If you need information, advice or guidance on any matter they will be able to advise you which service can best deal with your request. The support services we offer at the University include the following:

Accommodation Services

On campus accommodation is provided for new undergraduate students, providing they have applied for accommodation by the set deadline and they meet the conditions of their formal academic offer, please see surrey.ac.uk/accommodation for full details. Campus single room accommodation is guaranteed for Care Leavers during the academic year provided their care leaver status is confirmed by Student Support Services and they apply by the deadline each year. Please contact us if you wish to discuss further. Summer accommodation can be applied for by any student.

Private housing and housing advice

The University of Surrey Lettings team offer contract checking for students who are moving into the private sector. Moving into private housing, away from campus, can be daunting especially if this is your first experience of this. By having your tenancy agreement/ housing contract checked it means that we can support you with any terms you don't understand, or which could be unfair, before you sign. We also offer general housing advice and tips, for example on how deposits work, mediation/ advice if you are having issues with your landlord/other housemates, and signposting to legal agencies should you require more specialised support. The Student Money and Housing team also offer a Guarantor Scheme for students who do not have a UK based guarantor (which is a usual requirement of private renting). The Student Money and Housing team can also recommend students who are in exceptional financial hardship for a room on campus based on these grounds.

INFORMATION

Student Life Mentors

These are current students who have experience of both living and studying at Surrey, they are allocated to all new undergraduate and postgraduate students. Mentors visit students living in the University residences, supporting them by giving them advice and signposting them to the support services available at the University. Mentors also organise social events to build a sense of community at Surrey and to help residents get to know each other.

Point of contact

Upon arrival at the University of Surrey you will be contacted by a member of staff who will be your point of contact during your time at the university. This point of contact will provide you with information, support and guidance during your time at the university.

Centre for Wellbeing

The Centre for Wellbeing has a dedicated team of nurses supporting, advising and advocating for student health and wellbeing, as well as a team of highly skilled registered counsellors who offer free one-to-one counselling to students. The centre also offers a programme of groups and workshops throughout the year which offers opportunities to learn skills which will help you manage your wellbeing.

In addition, the University has an NHS medical practice on campus.

Faith & Chaplaincy

The University of Surrey is a bright multi-faith, multi-cultural community with many faith and belief societies as well as chaplains from different faiths. They operate on campus and offer support and advice to all students whether you follow that faith or belief or are simply interested in finding out more.

Employability and Careers Centre

The Careers Centre which is based on campus, offers you a wide range of support and resources to help you make career decisions. It is staffed by qualified careers advisors who can deliver one-to-one personal career guidance, helping to find opportunities right for you and making sure you are prepared and ready to go with CV, application and interview advice. The service also offers assistance with placement opportunities and organises events where you can network with employers. With the introduction of Surrey Pathfinder it is easy for you to interact with the service as a student and also as a University of Surrey graduate: surrey.ac.uk/pathfinder

University of Surrey Students' Union

The University of Surrey Students' Union is not-for-profit charity, independent from the University that represents all University of Surrey students on a local and national level. As well as hosting all the clubs and societies and a huge programme of entertainment the SU are there to speak up for you if you have a question or problem and regularly meet with University staff to ensure your voices are heard.



Information

FOR STUDENTS STILL IN SCHOOL, FOSTER CARERS, TEACHERS AND VIRTUAL HEADS

THE DEPARTMENT OF WIDENING PARTICIPATION & OUTREACH (WP&O) OFFERS A PRACTICAL AND ENGAGING RANGE OF ACTIVITIES TO ENABLE YOU AND YOUR STUDENTS TO GAIN A BETTER UNDERSTANDING OF LIFE AND STUDY AT UNIVERSITY TO HELP THEM MAKE THOSE KEY DECISIONS ABOUT THEIR FUTURE.

For students still at school or college the department of Widening Participation & Outreach offers a wide variety of engaging and informative workshops for school students. Activities can include subject taster days and general information sessions offering impartial advice on university courses, student support services, accommodation, student life, academic skills and finance .

Year 12 students can apply to our residential summer school programme for a taste of university life in their chosen subject area. To find out more visit: surrey.ac.uk/summer

We also run information advice and guidance sessions for teachers, personal advisers, social workers and foster carers who would like to gain a better understanding of student finance and course options and the support that's available at university.

For the full range of activities on offer please go to: surrey.ac.uk/schools-colleges

For more details on what the Widening Participation & Outreach team could offer please visit our website or contact the department by email wp@surrey.ac.uk. You can also visit the propel website site for a parents, carer and teachers information and support guide.

propel.org.uk/guide-for-teachers-parents-and-carers





CONTACTS AND *useful links*

WIDENING PARTICIPATION & OUTREACH DEPARTMENT

E: wp@surrey.ac.uk

STUDENT SUPPORT SERVICES

Javayria Masood
Student Support Advisor
E: j.masood@surrey.ac.uk

USEFUL LINKS

surrey.ac.uk
surrey.ac.uk/schoolsandcolleges
propel.org.uk
propel.org.uk/guide-for-teachers-parents-and-carers
[NNECL.org](https://nnecl.org)
ucas.com/ucas/undergraduate/getting-started/individual-needs/care-leavers
ucas.com/ucas/after-gcse
thewhocarestrust.org.uk
education.gov.uk



Timeline

SECONDARY SCHOOL

Year 7 – 11 Bespoke visits and workshops available to looked after children and care leavers

FIRST YEAR OF SIXTH FORM / COLLEGE

January Apply to University of Surrey Summer School
March – August Start to do your research about universities. Make your 5 final choices

SECOND YEAR OF SIXTH FORM / COLLEGE

September	Applications open on the UCAS Website Applications for In2Surrey open
October	Oxford and Cambridge application deadline
November – December	Interviews and Applicant days take place. Universities will start to make offers
January	UCAS application deadline In2Surrey Application Deadline one week after UCAS
February – March	In2Surrey applicants contacted, assignment set, E-Mentoring programme launches and welcome event takes place
February – April	Interviews and Applicant days take place. Universities will continue to make offers
March	In2Surrey assignment deadline
May	If you applied by the January deadline all your institutions will have made you an offer In2Surrey alternative offers live on UCAS track
June – July	Declare your firm and insurance choices
June	All In2Surrey modified offers are made and visible on UCAS track.
August	Results day and Confirmation
September – October	In2Surrey pre-entry day event Arrival



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youtube.com/universityofsurrey

