

# Student Induction Checklist

## Before you start

- Complete online enrolment.
- Apply for your funding.
- Apply for Childcare, if needed.
- Organise your accommodation, if you're moving.
- Apply for Hardship Funds, if needed.
- Meet with Learning Support for Study Skills, specialist support or assessment for learning support needs.

## Induction and Orientation

- Attend your induction event.
- Check you can log-in to our virtual learning environment: My City.
- Complete sections 1 and 2 of the Online Student Induction on My City.
- Check your first day timetable on My City.
- Need to pay your fees? Set up a payment plan with Finance (5th floor).




## Weeks 1 - 2

- Complete section 3 of the Online Student Induction.
- Attend one of our new student workshops to help you settle in.
- Make sure you can log-in to your Student Email.

## By the end of week 6

- Elect your Class Rep.
- Complete Equality, Diversity and Inclusion Module on My City.
- Complete section 4 of the Online Student Induction on My City.
- Attend your class Library Induction.
- Apply for your Council Tax exemption.

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