

Student Induction Checklist

Before you start

- Complete online enrolment.
- Apply for your funding (applications open in April 2019).
- Apply for Childcare, if needed.
- Organise your accommodation, if you're moving.
- Apply for Hardship Funds, if needed (applications open 1 July 2019).
- Meet with Learning Support for Study Skills, specialist support or assessment for learning support needs.

Induction and Orientation Week

- Attend your induction event.
- Check you can log-in to our virtual learning environment: My City.
- Start the Student Induction Module on MyCity.
- 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

- Attend Freshers Fair, week beginning 2 September 2019.
- Find out about our clubs and societies and how to join them.
- Complete your fire safety training with your lecturer.
- Make sure you can log-in to your Student Email.
- Complete Equality, Diversity and Inclusion Module on My City.
- Elect your Class Rep.

By the end of week 6

- Complete the Student Induction Module with your lecturer.
- Attend your class Library Induction.
- Apply for your Council Tax exemption.

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