

BELIEVE IN DIFFERENT BELIEVE IN YOU

UCEN Manchester is committed to equality of opportunity, non-discriminatory practices and supporting individual learners. This information is also available in a range of formats, such as large print, on request.

This information is correct at time of print (October 2023).

LEARN DIFFERENT
EXPERIENCE DIFFERENT
BE DIFFERENT

PARENT AND CARER GUIDE

Information, advice and guidance for parents and carers to those currently preparing for university and higher level study

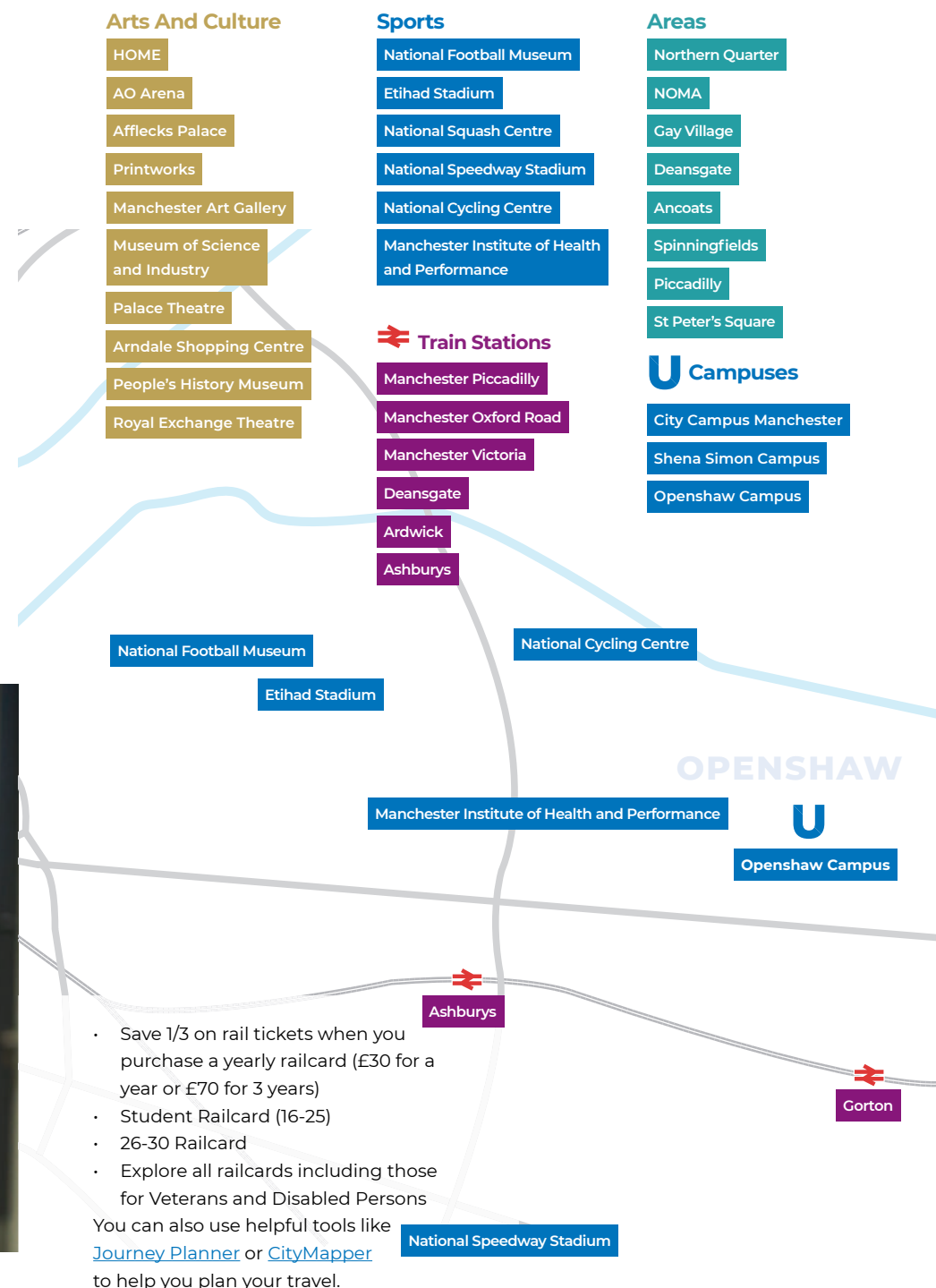
INTRODUCTION

We have pulled together information to help you understand the process of supporting your young person as they research, plan and apply to universities and degree providers like us.

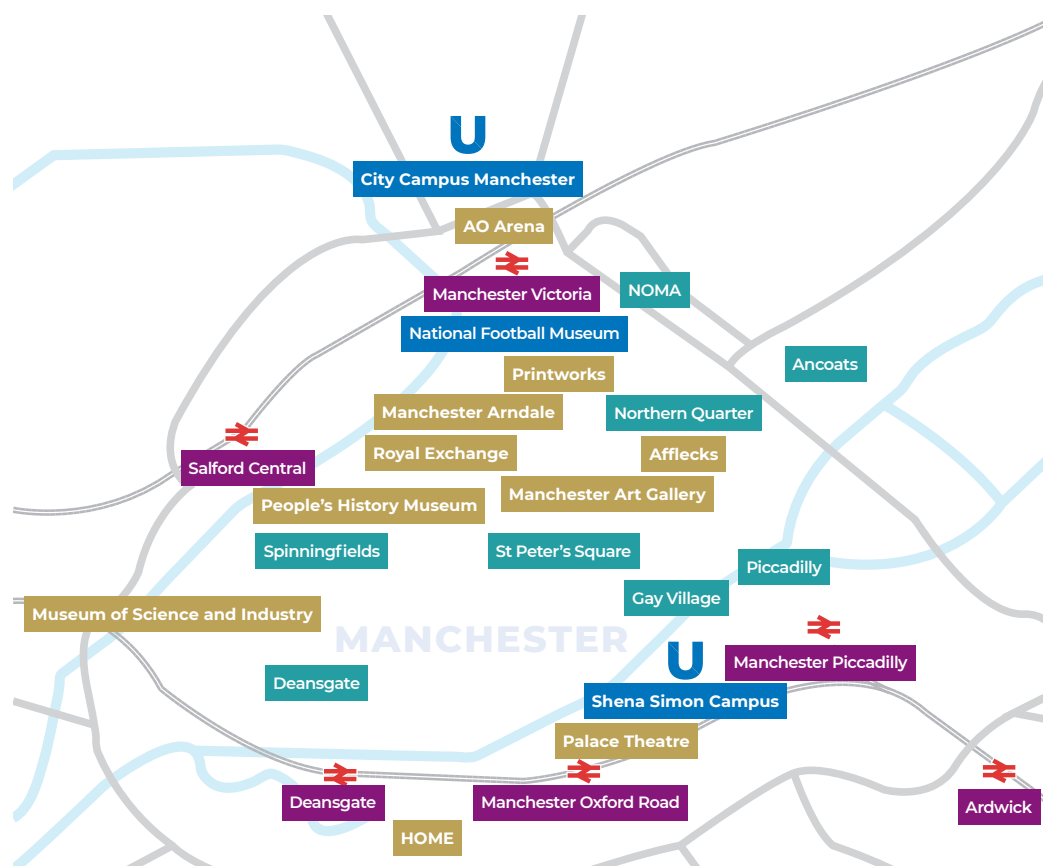
IN THIS BROCHURE YOU'LL FIND:

- How to help your young person choose a degree
- What your young person should be doing throughout the year to prepare for higher education
- Our support offer

You can also find more useful advice, video content as well as more details about all of our degrees and courses at ucenmanchester.ac.uk



STUDYING IN MANCHESTER.



HOW TO TRAVEL AROUND MANCHESTER

There are several city-wide initiatives to help students get across Manchester using public transport at either a discounted price or for free.

- Free buses run around the city every 10-15 minutes on weekdays and every 15-20 minutes on weekends.

- Choosing a combined Train and Tram Ticket allows you to travel free on Metrolink trams in the city zone if you have bought a rail ticket for travel from any Greater Manchester station to a city zone station - just request a Metrolink add-on free of charge when purchasing your rail ticket.



SUPPORT EVENTS

Our **Confident Future Series** for pre-applicants is designed to support and empower them with the information and skills needed to apply to university.

WE RUN A RANGE OF EVENTS ON VARIOUS TOPICS THROUGHOUT THE YEAR INCLUDING:

- How to make an application
- Understanding Student Finance
- Accessing Disabled Students Allowance
- Preparing for Higher education / higher level study

Events are typically for applicants but as a parent or carer you may still find them valuable as you support your young person on their journey into higher education.

Book events with the QR code or at ucenmanchester.ac.uk



HOW TO HELP YOUR YOUNG PERSON CHOOSE A DEGREE

Helping your young person choose the right degree and find the right provider might feel daunting especially if it's not something you've done in a while or ever before. When choosing a degree there are a lot of things to consider. We recommend working through this process with your young person.

Identify a career or field of interest

From here you can work backwards, looking at what degree or qualification they need to achieve this goal. Looking at this might start raising important questions like how long it'd take to get into this career, what steps they need to take, and what subject or grades they'll need to get onto this pathway. You may find the following website a useful starting point: www.prospects.ac.uk



Study skills (Libraries)

Our dedicated resources and on-campus advice from our Librarians can help your young person to improve their academic skills. They'll learn critical reading and writing, note-taking hacks, how to set goals, work as a team, proofread, and more.

Services available to applicants

We know that not everyone's lucky enough to have a careers advisor or tutor helping them when it comes to applying, and preparing for the transition to degree-level study.

Many of our services are also available for applicants, you might even find these helpful to attend together.

This includes:

- Personal statement support
- Interview support/advice
- Student Finance support
- Disability support applications
- Careers and course advice

If you'd like to book an on-campus or virtual appointment email HEFutures@ucenmanchester.ac.uk and find out more at ucenmanchester.ac.uk/support

STUDENT SUPPORT

Future U are the dedicated support team here at UCEN Manchester. They're here beside your young person helping them knock down barriers to education and support them in their academic, personal and professional development.

Disability Support

To best support you with any additional needs, inclusive of mental health, we need to know more about your young person. Speak to our team about their needs so we can plan how we can support them best.

Careers advice

Whether it's about finding the degree that'll lead to their dream job, finding part or full-time work during study or providing advice on a CV and cover letter to help them take the next steps, we can help.

Finance and Welfare

Money matters. If your young person needs additional support, there are hardship funds available. They'll also be able to get advice on their personal circumstances from our team who know a lot about life and how challenging it can be at times.

Mental Health and Wellbeing Support

As well as on-site and remote counselling run by our in-house team, students can also access support from our partner PAM Assist who are available 24/7 online and over the phone to support them with counselling and other services.

Accommodation

You should know that UCEN Manchester does not have its own halls of residence but we do work closely with Manchester Student Homes to help you secure a great place to live. Contact them to get advice on what to look for in a home, how to budget, what benefits or exemptions students could be eligible for and more manchesterstudenthomes.com

Shortlist qualifications

Once you are clear on the degree needed to progress into the identified career or field, the next step is to explore the universities who provide this qualification and the entry requirements needed to gain entry onto the course. This is referred to as their UCAS Tariff. You can calculate your young person's UCAS Tariff here:

www.ucas.com/undergraduate/what-and-where-study/entry-requirements/ucas-tariff-points

Once your young person has decided upon the degree they want to study, start exploring location, reputation and student experience. A useful resource is www.whatuni.com

Useful questions to consider:

Do you want to live at uni or at home?

How often do you think you'll visit home and are there affordable ways to do this as often as you think you'd like to?

Do you want a teaching approach more like school with smaller classes or are you self-directed enough to benefit from lecture style teaching?

What does the student support package look like in terms of financial support, wellbeing, study skills and career planning?

Visit open days and get in touch

The best way for your young person to decide where to study is for them to visit an open day. Most providers will also allow parents to attend and they offer a great opportunity to gather important information and to meet with both academic and support teams. Speaking to the uni or degree provider will give you a much better impression of what things will be like for your young person, as well as what support is in place.

WHAT TO DO WHEN

Research degrees | March - October

Use our website/app or UCAS to search degrees that are relevant to your young person's future career goals.

Attend an open day | October

Whether it's on campus or online open days are a great chance to ask questions and get a feel for a place. Most institutions will offer parent events too.

Start your application | September - December

Make sure your young person has chosen their options on UCAS and started their personal statement. There is a charge for UCAS of approximately £27, which allows five applications.

Submit your application | January - June

The UCAS deadline is in January so for your young person to have all their applications considered equally, they need to ensure it is submitted by then. They can always apply after this date but it just means they might not receive a response or offer as soon as those who applied by the UCAS deadline.

Attend an applicant event | March - June

Find out more about the course, visit the campus, meet current students and tutors, and get support and advice ahead of making final decisions.

Apply for Student Finance | February - May

Your young person should apply directly to Student Finance England as soon as the portal opens - even if they are still unsure where they will be studying. This can be changed at a later date. Their entitlement to finance will be based on parental income so you should have documentary evidence (e.g. payslips, P60's, tax returns etc.) available to submit as part of this process. The deadline changes each year but is typically in May.

This is also a good time to explore accommodation.

<https://www.gov.uk/student-finance-register-login>

OUR OFFER

While all our Schools share the same set of core values and deliver career-focused courses that will lead you straight into employment, or give you the experience and skills you need to secure that much sought-after promotion, they are each unique to the industry you will work in.

ARDEN
SCHOOL OF
THEATRE

SCHOOL OF
**COMPUTING &
CYBERSECURITY**

SCHOOL OF
**ART, MEDIA
& MAKE-UP**

SCHOOL OF
**CONSTRUCTION
& ENGINEERING**

MANCHESTER
**FILM
SCHOOL**

SCHOOL OF
**SPORT, HEALTH
& WELLBEING**

SCHOOL OF
**BUSINESS
& LAW**

SCHOOL OF
**COUNSELLING
& EDUCATION**

Explore our offer online at [ucenmanchester.ac.uk](https://www.ucenmanchester.ac.uk)

STUDENT STORIES

Ben Goldsmith | Fda Criminology and Criminal Justice

Why did you choose UCEN Manchester?

"I'll be honest, at first, I was undecided about what I wanted to do after finishing my Level 3 Public Services course. I'd acquired the skills to pursue a career in the public services sector through my studies and considered joining the armed forces, but I was deterred by the application process in the end.

Ultimately, I decided that I had the ability to progress to higher education. I dedicated myself to my Level 3 course and this experience gave me the confidence I needed to apply for a Degree. I knew that if I applied myself in the same way as I'd done throughout my time at College, there was no reason why I couldn't continue to push myself and be successful at Level 4 and beyond."

What's the transition been like?

"Apart from the anxiety and self-doubt I've experienced about studying a degree the transition has been really easy and straight forward.

You have to understand, I'm the first person in my household to go to university and I had to overcome a lot of challenges throughout my childhood, which led to me being expelled from high school. My Nan is really proud of me and I'm sure all the teachers that helped me growing up would feel the same way if they could see me now.

The significant difference I've noticed between further education and higher education is the increased emphasis on personal responsibility, which is all part and parcel of growing as a person and preparing for the expectations employers have of their employees."

Ben is driven to make a positive difference to peoples' lives and has aspirations of studying Mental Health Nursing after finishing his Foundation Degree.

What's been the highlight of your time at UCEN Manchester so far?

"As part of the Criminal Law module, my classmates and I visited the Crown Court in Manchester to learn how the court system works, which was really insightful.

Back to what I said earlier about anxiety, handing in my first assignment was a big deal and huge milestone for me personally. It took a lot of weight off my shoulders – I'd never written a two thousand word essay before and it finally felt like I belonged in higher education.

My tutors have been incredible and are able to offer a unique perspective on things, they have a great understanding of what we're all going through.

I'd also like to mention the students in my class. There is about 12 of us in total, so it's a small, tight-knit group and we all look out for each other. It's really reassuring to know that there are people to talk to and offer support when needed."

Is there anything that you think is unique about your course and UCEN Manchester

"I weighed up all my options before coming to UCEN Manchester and looked at studying the same subject at other universities in the city, which are a lot closer to home.

"However, after attending two open events and speaking at length with one of my course tutors, Angela Tobin, I was reassured by the one-to-one support on offer and small class sizes at UCEN Manchester. I'm autistic and as a result, this level of support is really important to me and makes a massive difference."

Accept your offer

Your young person needs to keep an eye on emails to ensure that they accept their offers. The timeline for this will depend on where they have applied to but they should receive this no later than March where they've applied by the UCAS Deadline in January.

Plan your future

You should encourage your young person to brush up on their study skills and set goals for each term to help keep them motivated, and start planning for their exciting new future!



PROSPECTUS

Find everything here

prospectus.ucenmanchester.ac.uk



GET ADVICE

ucenmanchester.ac.uk/apply/progression-hub

Get in touch with student support or our Future U Student Support Team: FutureUProgression@ucenmanchester.ac.uk

GUIDE FOR PARENTS OF YOUNG PEOPLE WITH DISABILITIES

PROGRESSING TO UNIVERSITY/UCEN MANCHESTER

Congratulations! Your young person is preparing to take the exciting step of progressing to higher education. As a parent, you play a crucial role in supporting them on this journey. Here's a comprehensive guide to help you navigate:

1. Understanding Support Services

Familiarise yourself with the support services available at the chosen higher education institution. Most universities and colleges have disability support teams that provide tailored assistance, accommodation, and resources for students with disabilities. Reach out to these teams early on to discuss your young person's specific needs and explore the available support options.

2. Researching Universities and Courses

Help your young person research different universities and courses that align with their interests and career aspirations. Take into account factors such as campus accessibility, support provisions, and available accommodation. Attend university open days or virtual events to get a feel for the campus environment and meet disability support staff. At UCEN Manchester, our Disability Team can offer campus visits on request.

3. Disclosing Disabilities

Discuss the importance of disclosing disabilities during the application process or upon acceptance. While disclosure is optional, it enables the institution to make reasonable adjustments and ensure support arrangements are in place before the course starts.

4. Applying for Disabled Students' Allowances (DSA)

As your child's Education Health and Care Plan will cease when they progress into higher education, additional support and funding is provided through the Disabled Students' Allowance. Encourage your young person to apply for Disabled Students' Allowances (DSA) through Student Finance England. DSA provides financial support for additional study-related costs due to a disability, such as assistive technology, note-taking services, and specialist tuition. As part of our Confident Futures series, you can find out more about DSA by attending our dedicated workshops: ucenmanchester.ac.uk/events

5. Developing Self-Advocacy Skills

Encourage your young person to develop self-advocacy skills and communicate their needs confidently. Being proactive and assertive with their lecturers, disability support teams, and classmates will help ensure their requirements are met effectively.

6. Preparing for Transition

Assist your young person in preparing for the transition to higher education. This may involve visiting the campus, arranging orientation sessions, and discussing their concerns and expectations about university life. Encourage them to connect with current students or disability support groups for peer advice and support. At UCEN Manchester, we organise a number of events across the year: ucenmanchester.ac.uk/events

7. Balancing Academic and Well-being Needs

Remind your young person to balance their academic commitments with self-care and well-being. Encourage them to seek support when needed and be mindful of stress levels during exams and assignment periods. We have a dedicated Wellbeing Officer and Counselling Team at UCEN Manchester. Please note that in line with other universities, UCEN Manchester would not be able to provide specific information regarding academic progress or well-being of your young person unless we considered them to be at significant risk of harm to themselves or others.

8. Accommodation Arrangements

Ensure early accommodation arrangements are made, especially if your young person requires accessible living spaces. UCEN Manchester does not have its own dedicated halls of residence but we do partner with Manchester Student Homes who can help find suitable student accommodation.

9. Building a Support Network

Help your young person establish a support network at university. This can include friends, mentors, disability advisors, and tutors who can provide guidance and encouragement throughout their academic journey. Encourage them to join the many clubs and societies offered by the Student Union.

10. Encouraging Independence

Support your young person in gaining independence throughout their university experience. Encourage them to take charge of their studies, access support services on their own, and explore extracurricular activities that interest them.

Remember, every individual's experience is unique. As a parent, we understand you play a pivotal role by offering a source of support, understanding, and encouragement as your young person embarks on this exciting chapter of their life. By working together and utilising available resources, you can help ensure a positive and enriching higher education experience.