UNIVERSITY OF WESTMINSTER

ORIENTATION WEEK

Biochemistry with Foundation
Biological Sciences with Foundation
Pharmacology and Physiology with Foundation
Biomedical Sciences with Foundation

Orientation and Welcome Programme
September 2018

University of Westminster, 115 New Cavendish Street, London W1W 6UW

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A charity and a company limited by guarantee
Registration number 977818 England
Registered office 309 Regent Street London W1B 2UW

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Introducing your orientation programme

A complete timetable of all the events and sessions that make up your Orientation & Welcome programme are set out on the next page, and it is very important that you attend all the scheduled activities.

Your first session begins at 9.45 am on Thursday 20 September in the Large Lecture Theatre (2nd floor) at New Cavendish Street.

Apart from the formalities of enrolment, the programme has been designed to introduce you to the University, your course, the key staff who will be teaching you and not least the other students who are starting their course with you. You will also meet your personal tutor, with whom you can discuss any queries or concerns you might have.

Where is it all taking place?

All the Orientation & Welcome sessions are taking place at our **115 New Cavendish Street** building, which is where the College is based. A map is provided on the back page of this programme and is also accessible via the University website. We are in the heart of central London and within close walking distance of several Tube stations: Warren Street, Great Portland Street, Oxford Circus and Goodge Street.

When you arrive

The first session at University will be at 10.00 am where you will be welcomed to the University followed by meeting your Course Leader at 10.30 am. Later on in the day you will also meet your own "FAN", or Friend of Arriving New Students. He or she will be one of our current undergraduate students who knows what it's like to be starting at University, and their important role is to help and support you through Orientation and the first couple of weeks of term.

In addition to your Course Leader and FAN, there will be staff and student-helpers based at various information points throughout the building who will also be providing information and advice should you have any queries about any aspect of the Orientation programme and timetable of events.

For your enrolment in person with us please make sure you have completed pre-enrolment and bring with you:

1) Printout of the completed enrolment form
2) Proof of identity only a valid passport or EU Identity Card will be accepted
3) Certificates of courses/ examinations, which do not have VERIFIED on the enrolment form
4) If you have not paid your fees online, bring payment or proof of payment (sponsorship/ SLC letter) with you
5) If an international student, original Passport, Visa and BRP card.

Want more information? Visit www.westminster.ac.uk/newstudents

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ORIENTATION SCHEDULE

THURSDAY 20 SEPTEMBER 2018		
9.45 – 10.00	**Assemble in Large Lecture Theatre (2nd Floor), New Cavendish Street**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**
10.00 – 10.15	**Introduction to Orientation (Dr Paul Curley)**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**
10.15 – 11.00	**Meet your Foundation course team**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**
11.15 – 12.30	**Laboratory Taster Event**	**C6.08 and C7.07 New Cavendish Street**
12.30 - 13.30	**Enrolment**	
13.30 – 14.30	**Lunch**	**C1.15, New Cavendish Street**
14:30 – 16:30	**Meet your "FAN" - Friend of Arriving New Students and Treasure Hunt.**	**C1.01, C1.02, C2.07, C3.05, New Cavendish Street**

FRIDAY 21 SEPTEMBER 2018		
10.40 – 11.20	**Introduction to IT / Blackboard and Library Facilities**	**C2.01, New Cavendish Street**
12.00 – 12.30	**Health & Safety Briefing**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**

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12.30 – 12.45	**Student Services**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**
12.45 – 13.00	**Students' Union**	**C2.12 Large Lecture Theatre (2nd Floor), New Cavendish Street**
13.00 – 14.00	**Welcome Lunch**	**CLG.06, New Cavendish Street**

NB: Elements of the programme may be subject to minor modification

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KEY CONTACTS FOR ORIENTATION WEEK			
CONTACTS	NAME	TEL	EMAIL
Foundation Course Leader	Amara Anyogu	Ext. 64585	A.Anyogu@westminster.ac.uk
Biochemistry with Foundation BSc Hons Course Leader	Stuart Thompson	Ext. 64143	S.Thompson@westminster.ac.uk
Biological Sciences with Foundation BSc Hons Course Leader	Caroline Smith	Ext. 64119	C.Smith24@westminster.ac.uk
Pharmacology and Physiology with Foundation BSc Hons Course Leader	Christopher Biggs	Ext. 64098	C.Biggs@westminster.ac.uk
Biomedical Sciences with Foundation BSc Hons Course Leader	Patrick Kimmitt	Ext. 64135	P. Kimmitt@westminster.ac.uk

Department of Biomedical Sciences

Fitzrovia Registry Office

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Essential Westminster

Essential Westminster is the University's student handbook and all new students will receive copies at their enrolment sessions. You can also download a PDF version of the guide at www.westminster.ac.uk/study/current-students/resources/essential-westminster. The guide provides an introduction to the University, its services and resources, with links to more detailed online information.

Current students' webpage

The "current students" webpage is your main gateway to the University's online resources. The latest news and events are also published here, so make sure you visit the page regularly to keep up to date with what's going on at the University. The webpage can be found at www.westminster.ac.uk/students.

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Key University Services

Contact details for other key University services and administrative offices can be found at www.westminster.ac.uk/key-contacts.

Academic Services
Contact details for all academic staff are available at www.westminster.ac.uk/academic-staff.

University Location Map
You can also find interactive maps and directions via this link:
www.westminster.ac.uk/about-us/visit-us/directions

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