

# Starting at NTU 2016

Discover who you could be



[www.ntu.ac.uk/startingatntu](http://www.ntu.ac.uk/startingatntu)

NOTTINGHAM  
TRENT UNIVERSITY 



# Congratulations!

Now that your place at Nottingham Trent University (NTU) is confirmed it's time to start preparing to study with us. This guide will help you make sure you're ready for Welcome Week and beyond. Read through all the information and use the checklist on page 3 to make sure you've done everything you need to do. If you need to get in touch with us in advance, turn to page 32 for a list of useful contacts.

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# Welcome to NTU



Congratulations on your place at Nottingham Trent University (NTU).

You will be joining a University that prides itself on the success of its graduates in their academic studies, their extra-curricular activities, and their careers. As a community, we welcome students from over 150 countries and from a wide range of backgrounds.

Our staff have the expertise and the commitment to support, encourage, and develop your learning. We want our courses to inspire you and give you a distinct advantage for your future.

Your time at NTU will give you lots of opportunities to develop your subject knowledge, your life experience, and your personal networks. I hope that you make the most of everything the University has to offer.

I look forward to welcoming you and I wish you all the best for your studies with us.

**Professor Edward Peck**  
Vice-Chancellor



Congratulations on all your hard work – you've done it!

Now you're officially a student at Nottingham Trent University, you've automatically become a member of Nottingham Trent Students' Union (NTSU), awarded the UK's best Students' Union by the National Union of Students (NUS).

With an NTSU building at each campus, you'll find yourself spending a lot of time with us, whether you're relaxing with a coffee, having a bite to eat in our diner, taking advantage of our Information and Advice Service (IAS) or dancing the night away in our nightclub venues.

NTSU is home to over 50 sports clubs, 70 societies and hundreds of volunteering opportunities. Sign up during Welcome Week (or any time throughout the year!) to meet people like you and try new activities. Take a look at [www.trentstudents.org](http://www.trentstudents.org) – there's something for everyone.

Enjoy Welcome Week and have a great time at NTU. See you very soon!

**Timi Oluwasanmi**  
President  
Nottingham Trent Students' Union (NTSU)



# Your checklist

Use this list to keep track of what you've done and what you still need to do.

## 1 Before you arrive

- Start your enrolment online (page 4)
- Make sure your funding is in place (page 6)
- Find your course induction timetable and complete your pre-arrival task (page 8)
- Let us know if you have any additional support needs (page 10)
- Confirm your accommodation and find out what you need to bring (page 12)
- Join our social media groups and start making friends (page 14)
- Take a look at our 'Settling into life at NTU' section for information about student life and how to make the most of your time here (page 20 to 31)

## 2 When you get here

- Complete your enrolment and collect your NTU student card (page 16)
- Collect your Fresher's Wristband (page 19)

## 3 Settling into life at NTU

- Take part in your course induction and Welcome Week (page 20)
- Head along to the Freshers' Fair to find out more about our clubs and societies (page 21)



# Start your enrolment online

Enrolment is when you officially register as a student with us. You'll complete most of your enrolment online before you get here and the final stages take place when you arrive on campus. It's important that you aim to complete the online enrolment process before you arrive to ensure your first few days with us are as stress-free as possible!

## Why enrol?

You'll need to enrol with us for a number of reasons:

- it releases your funding – once you've finished enrolment in-person when you arrive;
- allows you access to NOW, which holds your timetable and module information;
- you'll be eligible for a Fresher's Wristband;
- allows you to access University buildings and your student email; and
- may make you eligible for council tax exemption (for full-time, fully-enrolled students only).

If your course requires you to complete a Disclosure and Barring Service (or other fit to practise) check, you must complete this prior to enrolment. If you haven't done so, you won't be able to fully enrol on your course. Visit [www.ntu.ac.uk/dbs](http://www.ntu.ac.uk/dbs) to check if this applies to you.

## How to enrol

### 1. Find your NTU ID

You'll find your NTU ID number on the confirmation letter enclosed with this guide and at the top of the confirmation email that you will have received when your place at NTU was confirmed.

Your NTU ID should look something like this: N0123456.

### 2. Get your password and complete your online enrolment

Visit [www.ntu.ac.uk/enrolment](http://www.ntu.ac.uk/enrolment) and follow the 'get or reset password' link to retrieve your password. Use this password to log into online enrolment along with your NTU ID number.

If you can't find your NTU ID, or you're having problems with online enrolment, contact MyNTU Support by calling **+44 (0)115 848 2855** between 9 am – 4.30 pm weekdays.



# Sort out your funding

It's important to make sure that your student finance is in place. Checking that your finance is sorted now will help everything run smoothly once you arrive.

Visit [www.ntu.ac.uk/startingatntu](http://www.ntu.ac.uk/startingatntu) for a step-by-step guide about how your funding is released.

## Your funding checklist

If you haven't yet applied for funding, apply now!

You'll find our step-by-step guide to applying for funding online. Visit [www.ntu.ac.uk/startingatntu](http://www.ntu.ac.uk/startingatntu) > Before you arrive.

Make sure you take a look at [www.ntu.ac.uk/funding](http://www.ntu.ac.uk/funding) for full details of the additional funding the University offers, subject to eligibility.

## Don't assume no news is good news

The assessment of student funding will normally take six to eight weeks from when you apply. If you've not heard anything by then, chase your Student Finance Service to check that your application is progressing as it should be.



## Return your declaration form

If you applied for your student finance online, you'll be asked to complete a declaration form. You should be able to download this directly from your student finance account. Make sure that you've signed and returned this in the post immediately, as your funding won't be paid until this has been processed. If you haven't already returned your declaration form, it should appear as an outstanding action when you log in to your student finance account.

If your course details on your declaration are incorrect, you can update these separately – see page 7 for details.

## Respond to information requests

You might be asked for some additional evidence to support your application. Copies of any requests for information should be available to view when you log in to your student finance account. Make sure you respond to such requests as quickly as possible to avoid delays in payment. We'd suggest you send evidence via recorded delivery and give your Student Finance Service a quick call to make sure this has been received.



## Make sure your application details are right

When you receive your financial notification from your national Student Finance Service, check that all the details are correct, including:

- the university you will be attending (especially if NTU was not your first choice at the time you applied for student finance);
- the course you will be studying; and
- the full tuition fee for your course.

If any of the details need changing, contact your Student Finance Service or update your details online as soon as possible.

## Help and advice with your finances

### NTU Bursaries

If you need help sorting out your student finance, we're here to help.

If you want to discuss any issues relating to your student finance application before you arrive, you can contact our Student Financial Support Service Team by emailing

**financial.support@ntu.ac.uk** or calling **+44 (0)115 848 2494**. Staff will be on hand during Welcome Week to help you get your funding sorted. We'd always advise that you come and see us sooner rather than later, to avoid any problems.

If you are eligible for an NTU Bursary, the University will be in touch with you separately. Visit [www.ntu.ac.uk/bursaries](http://www.ntu.ac.uk/bursaries) for details of the support we offer.

### Beware of scam phishing emails

The University and Student Finance will never email you to ask you to confirm your log in or bank details. If you receive an email asking to confirm your details, don't follow the links and forward the email on to **phishing@slc.co.uk**.

## When you arrive

Your funding will be released once you've completed your enrolment in-person and collected your NTU student card.

- Please be aware that if you have applied for a tuition fee loan, you will normally become fully enrolled once the Student Loans Company sends an electronic notification to the University, confirming that a fee loan is due to be paid.
- Once the University has confirmed that you are fully enrolled, it can take three to five working days for the money to arrive in your account.
- Where everything goes smoothly, most students tend to receive their funding on the Wednesday or Thursday of Welcome Week. However, it can be later if you applied late or if there are any other delays, so make sure you bring enough money with you to last you through Welcome Week.

Bring copies of letters and your login details for your student finance account with you, so that any issues can be sorted out quickly.

If you have had confirmation of your student finance funding, but your enrolment status is still showing as 'in progress' by the start of September in the University systems, then seek advice from the Student Financial Support Service.

# Complete your course induction

Your course induction will introduce you to your course, how you'll learn at the University and the teaching tools we use here at NTU. There's a chance to meet the academic staff who'll be teaching you and the course mates that you'll be learning alongside. Course induction sessions run throughout the first few weeks of the term.

Get ready to start your course in three simple steps:

## 1. Get your induction timetable

Go to [www.ntu.ac.uk/induction](http://www.ntu.ac.uk/induction) to take a look at your course induction timetable.

Download your induction timetable and plan your Welcome Week activities around it. It's crucial that you attend all of your course induction activities, so make sure you know where you need to be and when. Take a look at the maps on page 34 to familiarise yourself with our campuses.

## 2. Complete your pre-arrival task

Most courses have a pre-arrival task to help you start thinking about your subject. The task forms an important part of your induction activity, so it's essential that you complete it before you arrive.

Visit [www.ntu.ac.uk/induction](http://www.ntu.ac.uk/induction) to find details of your pre-arrival task.

## 3. Your course timetable

Your full course timetable will be available on NOW once you arrive and complete your enrolment. Turn to page 30 to find out more about NOW.



“

The course induction programme helps you to understand more about university life and you'll find out more about your course mates, which puts you well on the way to forming good friendships.

Jake, BA (Hons) Management

”

# Get your support in place

Our Student Support Services Team are here to help you make the most of student life and study effectively. If you have specific support needs or practical requirements, they can provide advice, support and practical help to make your transition to NTU as smooth as possible.

## Specialist support available

The team can provide specialist support for the following:

- Dyslexia or other specific learning difficulty  
Visit [www.ntu.ac.uk/dyslexia](http://www.ntu.ac.uk/dyslexia) or call **+44 (0)115 848 4120** for more information.
- A disability (physical or sensory impairment, or long-term health condition)  
Visit [www.ntu.ac.uk/disability](http://www.ntu.ac.uk/disability) or call **+44 (0)115 848 2085** for more information.
- An autistic spectrum condition  
Visit [www.ntu.ac.uk/disability](http://www.ntu.ac.uk/disability) or call **+44 (0)115 848 2085** for more information.
- A mental health difficulty, such as depression or anxiety.  
Visit [www.ntu.ac.uk/mentalhealth](http://www.ntu.ac.uk/mentalhealth) or call **+44 (0)115 848 2085** for more information.

## Get in touch

If you would like to know more about the support services available and discuss your requirements, get in touch with the team so that arrangements can be put in place as soon as possible.

## Arranging additional funding

Take a look at [www.gov.uk/disabled-students-allowances-dsas/overview](http://www.gov.uk/disabled-students-allowances-dsas/overview) for more information about the Disabled Students' Allowances (DSA). The DSA provides extra funding on top of your student finance allocation, to support you during your studies, subject to eligibility.

## Advice for student parents

If you will need to manage your studies around family life, take a look at our information for students with caring responsibilities at [www.ntu.ac.uk/studentssupport](http://www.ntu.ac.uk/studentssupport) > Individual support and find out what financial support you may be entitled to.

## Information and support for care-experienced students

Our Student Support Services Team can provide information to students who have spent time in Local Authority care, to help ensure that your transition to University runs smoothly. Take a look at our information pages for care leavers at [www.ntu.ac.uk/studentssupport](http://www.ntu.ac.uk/studentssupport) > Individual support, for more information about the advice and support available and details of our care leaver bursary.

## Worried about settling in?

Starting university is a huge step and it's natural to feel nervous about meeting new people or leaving home. Visit [www.ntu.ac.uk/settlingin](http://www.ntu.ac.uk/settlingin) for ideas about what to expect in your first few weeks and our advice in the lead-up to starting at NTU.

Our Student Support Services Team will be on hand throughout Welcome Week and beyond, to answer any questions you might have and support you every step of the way.

Take a look at pages 22 to 25 for ideas about how to get involved in the NTU community.



## Contacting our Student Support Services Team

For general enquiries about the support that can be provided, contact the team by emailing [student.support@ntu.ac.uk](mailto:student.support@ntu.ac.uk), calling +44 (0)115 848 6060 or visiting [www.ntu.ac.uk/studentservices](http://www.ntu.ac.uk/studentservices).



# What to bring with you

The idea of packing for university might be one of the most exciting parts – or it might fill you with dread! Either way, there's a few things that you need to remember to bring with you when you arrive at NTU.

## The practical things

- **Bring your paperwork**

Have copies of any letters from NTU, student finance and UCAS with you. Make sure you have your student finance login details so any problems can be sorted as soon as possible. You should also make sure you have at least one form of ID with you.

- **Bring some money**

It can take three to five days for your loan to reach your bank account once you've enrolled in person. It's a good idea to bring some money with you to cover the first few days; how much you spend is up to you, but we recommend you bring at least £200.

- **Make sure you're insured**

We suggest that you take out insurance to cover your belongings, in case they get broken or stolen. If you're living in University accommodation, basic insurance cover will be included. If you're in private accommodation, you'll need to arrange your own cover.



## Staying healthy at NTU

NTU is supporting the NHS campaign encouraging all new students going to university or college for the first time, including overseas and mature students up to the age of 25, to protect themselves against meningitis.

Get the new MenACWY vaccine from your GP before you arrive, to make sure you stay healthy at NTU. Visit [www.nhs.uk/conditions/vaccinations](http://www.nhs.uk/conditions/vaccinations) and search for MenACWY. For more information about meningitis and looking after yourself and others, visit [www.meningitisnow.org](http://www.meningitisnow.org) and search for student support.



## The things for student life

- **Kit out your new home**

If you're staying in NTU accommodation, you'll need to bring bedding and bits and pieces for the kitchen, such as bowls, cutlery, pans, can openers, etc. If you're living somewhere else, check what's provided. Make sure you bring things to make your room feel like home too. Visit [www.ntu.ac.uk/accommodationpacks](http://www.ntu.ac.uk/accommodationpacks) to buy a Bed and Kitchen Pack to kit out your new home.

- **Sports kit, musical instruments and anything for your hobbies**

Team trials will take place during Welcome Week, so make sure you bring your sports kit with you. NTU Sport also offer gym packages – visit the NTU Sport Team at the City site or Clifton campus gym desk for more information and to sign up for gym membership. Visit [www.ntu.ac.uk/sport](http://www.ntu.ac.uk/sport) for more information.

Welcome Week is a great time to try something new or to get involved with clubs and societies of interest – so pack your Frisbees, knitting needles, netballs and instruments!

## The things for your studies

- **Equipment for your course**

Check what books and equipment you'll need. You can always get hold of things once you're in Nottingham, but it's a good idea to be prepared before you arrive.

- **Your pre-arrival task**

Most courses require you to complete a pre-arrival task before your course induction. Take a look at page 8 for more information.

Take a look at our essential items Pinterest board at [uk.pinterest.com/nottstrentuni](https://uk.pinterest.com/nottstrentuni) for more ideas about what to bring with you.

# Start making friends

You don't have to wait to arrive before joining the NTU community; get involved with our social channels to meet future flatmates, course mates and other first year and current students.



## Join our Facebook groups

We have Facebook groups for each of our student residences. You can find people who will be living in the same place as you and start chatting to your new flatmates before you meet them.

There are also groups for students who aren't living in University accommodation, mature students, international students, student parents and students with disabilities, helping you to connect with others like you.

Find your groups at [www.ntu.ac.uk/startingatntu](http://www.ntu.ac.uk/startingatntu) > Before you arrive > Preparing for student life.

## Take a look at The Student Room

Our official Rep will be answering any questions you might have in the lead up to starting at NTU. Take a look at the Nottingham Trent University forum to find out more and meet other first year students. Visit [www.thestudentroom.co.uk/forums](http://www.thestudentroom.co.uk/forums) and search for Nottingham Trent University.

## Keeping up-to-date in the run up to Welcome Week

You can keep up-to-date with everything that's going on in the NTU community by liking us on Facebook and following us on Twitter: **@NTUWelcomeWeek**. Meet other NTU students and join the conversation on Twitter and Instagram using the hashtag **#helloNTU**.

## Small and Friendly events

We know that meeting people just like you is really important. If you prefer video games and chatting over a cuppa to crowded events, our Small and Friendly events running throughout Welcome Week may be for you.

You can find more information about our Small and Friendly events on page 24. Join our Small and Friendly events group on Facebook to stay-up-to-date.



Join our social media community to keep up-to-date with all the news, views, videos and photos from around campus. Take part in our weekly Picture of the Week competition using the hashtag **#ntupotw** to share your university experience.



Follow us on Twitter for current student news and all things #NTU:

**@TrentUni @NTUStudentNews**



Like us on Facebook for daily NTU updates:

**facebook.com/nottinghamtrentuniversity**



Follow us on Instagram to explore and share great photos of NTU and the city:

**instagram.com/nottstrentuni**



Watch our latest videos about everything from accommodation to advice at:

**youtube.com/nottinghamtrentuni**



Find out more about student life at NTU through photos at:

**uk.pinterest.com/nottstrentuni**

When you get here

# Moving in and completing your enrolment



## Moving in to your new home

If you are moving into NTU accommodation, you'll be sent a link to our Accommodation Welcome website in early September.

Our Accommodation Welcome website contains your arrival dates and times, as well as useful information about living in student accommodation. Depending on which residence you've booked, you may also be given a parking time slot and travel information.

You'll be able to move in on either **Friday 23 September** or **Saturday 24 September**. If you are on a 51-week license agreement, you can move in from Saturday 10 September. There are welcome events planned for Sunday 25 September.

Once you have moved in, go and complete your enrolment and collect your Fresher's Wristband.

Please be aware that the Robin Hood Marathon is being held in Nottingham on Sunday 25 September. Travel around the city will be slow and some road access may be restricted during this time. You may wish to consider this when planning your arrival date and route to the city, particularly for those arriving at our City site.





## How to complete your enrolment

Once your course has started, you have 30 days to complete all your enrolment actions. We suggest that you prioritise enrolling on the day you arrive, or soon after, to make your transition to University as easy as possible. Follow the steps below to complete your enrolment when you arrive.

- 1** Once you arrive and have settled in to your accommodation, head to the enrolment location on campus (see table on page 18) to complete the enrolment process by collecting your NTU student card. This will also entitle you to a Fresher's Wristband.  
Take a look at the campus maps on page 34-37 for more information.
- 2** Bring along your NTU ID, found at the top of your confirmation letter, when you enrol.
- 3** The campuses will be very busy during the arrival period, therefore we aren't able to provide dedicated parking for enrolment.
- 4** You can bring your parent or a family member along too if you wish – a Guest Lounge is available at all three of our campuses, where your family can wait while you enrol. Staff and students will be on hand to answer any questions they might have.

Completing your enrolment will release your funding, which should reach your bank account in three to five working days, so make sure you have enough money to live on until then.

You'll also get access to all of the University's facilities once you enrol in person.



### Important information

It is essential that you enrol at the University. You'll need to do this within 30 days. Failure to enrol will result in the following:

- you will not receive your maintenance loan;
- you may have to pay full UK council tax;
- your access to NOW and your email will be suspended; and
- you will not be able to access NTU buildings – including the library, your timetable or computer access.

# Making enrolment easy

You can complete your enrolment at any of our campuses, so for example if you study at the Clifton campus but live in the city, you can drop in to our City site enrolment location.

Staff and students will be available to help you complete your enrolment and answer any questions you might have.

**You will need to go to the following locations to complete your enrolment:**

	City site	Clifton campus	Brackenhurst campus
	Newton and Arkwright buildings	Clifton Pavilion	Brackenhurst Library
Friday 23 September	10 am – 6 pm	10 am – 6 pm	10 am – 4 pm
Saturday 24 September	10 am – 5 pm	10 am – 5 pm	10 am – 3 pm
Sunday 25 September	Closed	Closed	Closed
Monday 26 September	9 am – 5 pm	9 am – 5 pm	Closed
Tuesday 27 September – Friday 30 September	10 am – 4 pm	Closed	Closed

Outside of these hours you can collect your NTU student card from the following locations on weekdays:

- **City site:** Student Services Centre, Central Court, Newton building, Level 0;
- **Clifton campus:** Student Services Centre, Clifton Pavilion; or
- **Brackenhurst campus:** Brackenhurst Library

Please refer to the maps on pages 34 - 37 for location details.

## What to do at enrolment

### 1 Collect your NTU student card

Your student card is your key to university life. As well as being an ID card, it's your Students' Union membership card, access card, library card, sport and fitness membership card and bus / tram travel card. You can also use your student card to pay for purchases in our Taste outlets on campus and for library, printing and photocopying costs.

### 2 Register with the Student Health Centre

There are medical health centres based at both the City and Clifton campuses. Students studying at Brackenhurst usually register with the Southwell Medical Centre.

After you've picked up your student card, you'll have the chance to sign up to a health centre.

### 3 Collect your Fresher's Wristband

Once you've enrolled with us, make sure you pick up your Fresher's Wristband to enjoy the Welcome Week events.

- **Free Fresher's Wristband**

This will give you access to all Freshers-only events and activities.

- **Fresher's Wristband Plus**

This can be purchased at [www.trentstudents.org](http://www.trentstudents.org) in advance or head to the Wristband Collection points to buy one when you get here. This Wristband will give you pre-paid access to most Welcome Week events, as well as queue-jump privileges for many events.

For more information about Welcome Week, turn to page 20.

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## What to do after enrolment

### 1 View your timetable

Once you've completed your enrolment, log on to [now.ntu.ac.uk](http://now.ntu.ac.uk) to get your full course timetable.

### 2 Take advantage of student discounts

A range of student discounts are available at the enrolment events to make starting University that bit easier! Add discounted extras on to your NTU student card, such as bus travel. Hire a University bike to get around campus by visiting [www.ntu.ac.uk/ucycle](http://www.ntu.ac.uk/ucycle), or buy discounted home contents insurance, specifically for students.

## Welcome Week

Your first week with us promises to be one to remember, with over 500 events and activities for you to get involved in to help you make new friends and familiarise yourself with your new surroundings.

### Your Welcome Week guide

You'll be sent a Welcome Week guide either through the post or by email in early September. Inside you'll find all the events that are going on throughout the week and information about how to get involved.

All the events can also be found online on our interactive Welcome Week events website. Visit [www.ntu.ac.uk/welcome](http://www.ntu.ac.uk/welcome) to take a look.

The website makes it really easy to find the right events for you, allowing you to search events by keyword, category, campus, date and more!

Follow us on Twitter for all the latest news.



@NTUWelcomeWeek





## Don't miss these essential events

### Welcome to NTU talks

This is your formal introduction to the University and a chance to find out more about life as a student at NTU. You'll hear from our Vice-Chancellor and other special guests.

### Your course induction

Course induction is a vital part of your course and takes place primarily during Welcome Week. It is essential that you attend all aspects of your course induction activities, as these are designed to give you a flavour of what your course will involve and how you will be taught. It is also a great opportunity to meet your tutors and course mates.

### Freshers' Fairs

Make sure you come along to one of the Freshers' Fairs to find out about everything university life has to offer. Find out more about your Students' Union, clubs and societies and pick up some freebies along the way!

### Saturday Antics

The big finale. A fun-filled festival-come-sports-day hosted at our Clifton campus. Join your team to compete for the title of Saturday Antics Champions.





# Meeting new people and getting involved

Starting university is an exciting time and there's plenty of ways to meet new people at NTU, during Welcome Week and beyond. Remember, most of our first year students are new and in the same situation!

We teamed up with our students and put together our top tips on how to meet people in your first few weeks at NTU.



## In your accommodation

“If you haven't met someone [in your flat] yet, knock on their bedroom door and introduce yourself. Small talk such as ‘how was your journey, where are you from, what are you are studying’ is a good way to start a conversation. Trust me, you will get sick of these questions by the end of Welcome Week!”

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“

If you're making a tea, and someone else is in the kitchen, offer to make them a cup of tea. Little things like this will help you bond with people.

Ellen, BA (Hons) Business Management and Marketing  
Lived at Sandby Hall in first year

”

## On your course

Make sure you go along to all of your course induction activities to help you get to know your new course mates.



My course offered team building and icebreaker activities throughout Welcome Week, which helped me get to know people.

Robyn, BSc (Hons) Sport and Exercise Science



## Clubs and societies

You'll find clubs and societies for all hobbies and interests at NTU, from sport to debating and craft to astronomy. Joining up will help you meet like-minded people – most societies run welcome events and activities during the first few weeks of term, to help new members integrate into the group.

Don't worry about going to events or society meet-ups on your own; there will be loads of first year students there who have come on their own too and who will be keen to talk to you.

## Music, volunteering and other opportunities

Now's the time to try new things! Student life at NTU doesn't just revolve around lectures and seminars, it's also about having fun, meeting new people and getting involved. You might fancy flexing your presenting muscles on our student radio station, FlyFM, or why not try your hand at writing for our student magazine, *Platform*. Whatever you're in to, you'll find a community of students who are passionate about the same things as you, here at NTU.

## Join the online NTU community

Turn to page 14 for more information about our social media groups – get chatting to first year NTU students just like you.

# Something for everyone

Whether your journey to NTU begins from another country, another city or from just down the road, starting life at university is an adventure. You'll make new memories, new friends, and some of you will develop a new sense of independence you may not have experienced before.

## Being nervous is normal!

We're not all extroverts and sometimes getting involved in large-scale activities with people we don't know can feel overwhelming. In fact, even the most confident of us can experience homesickness and anxiety in the first few weeks here.

Our programme of Welcome Week events is designed to help you settle in to life at NTU and the activities on offer are tailored to provide something for everyone, whether your idea of a good time is a quiet night playing video games, or dressing up in fancy dress and exploring Nottingham's famous nightlife!

Getting stuck into university life from the outset by meeting new people and trying new things in Welcome Week, is a great way to begin to feel at home and kick start your adventure at NTU.

## Helping you settle in

Our Student Support Services Team are here to make sure that you're enjoying your time at NTU and making the most of student life. For more information about the team, turn to page 10.

You'll also meet our Freshers' Team when you arrive. The team is made up of students in their second, third or fourth year here, whose job is to help you settle in.

## Small and Friendly events

If you'd prefer something a bit more laid back, try our Small and Friendly events during Welcome Week.

These events are designed to be relaxed and informal, aimed at those who feel more comfortable in smaller groups. Group sizes are restricted and most events are based around an activity, so you'll have something to occupy you while you're getting to know other new students.

To find out more about our Small and Friendly events, search for the Small and Friendly group on Facebook and visit the Welcome Week website at [www.ntu.ac.uk/welcome](http://www.ntu.ac.uk/welcome) where Small and Friendly events can be searched by category.

Visit [www.ntu.ac.uk/settlingin](http://www.ntu.ac.uk/settlingin) for our top tips on settling in to life at NTU.



“

I was scared and nervous for a week and then everything fell into place. I love being independent now!

Rachel, BA (Hons) Journalism

”



# Your Students' Union

When you enrol at NTU, you'll automatically become a member of our award-winning Nottingham Trent Students' Union (NTSU). NTSU provides representation, personal development opportunities and fantastic spaces to relax, work and enjoy a purse-friendly night out!



## What is NTSU?

Your Students' Union is here to represent you and your views. NTSU campaigns on your behalf at a local and national level, to make sure your education and time spent in Nottingham is the best it can be. NTSU is run by an elected Executive Committee of current and recently graduated students, keeping your views at the heart of the Union's activities. You will be able to vote in elections throughout the year to choose your representatives.



## What's on offer?

As well as representation, NTSU offers an Information and Advice Service for NTU students. There are over 80 societies and 50 sports clubs you can join, which provide great opportunities for socialising and personal development. A host of other activities including night-time entertainments, volunteering and fund-raising are also run on all campuses throughout the year.

We also offer unusual one-off events, such as our guide dog and micro-pig pet therapy rooms, helping you relax and unwind during the exam period.





## Your Students' Union facilities

Whether you're studying at the City site, Clifton campus or Brackenhurst campus, student life revolves around your Students' Union building. At our City site you'll find our three-storey Union building, built in 2014. Scale our climbing wall, work out in the gym, relax with a coffee in our Wi-Fi lounges or dance the night away in our 2,400 capacity venue.

Over at our Clifton campus, the Point is your venue; a pub, coffee shop, diner and club all rolled into one! Enjoy everything from club nights to big-screen sports. If you're studying at our Brackenhurst campus, your newly refurbished Students' Union facilities are the Brack Bar and Orangery. With themed events and a calendar of activities, it's the hub of the campus.

**nus AWARDS 2015 WINNER**

## The UK's best Students' Union

NTSU was awarded Higher Education Students' Union of the Year 2015 by the National Union of Students (NUS). This recognises the array of quality services and activities the Union offers, from political engagement activities to a wide variety of entertainment and personal development opportunities.

## Keeping up-to-date

For more information about NTSU, visit [www.trentstudents.org](http://www.trentstudents.org).



[www.facebook.com/trentsu](http://www.facebook.com/trentsu)



[@trentstudents](https://twitter.com/trentstudents)

# Living in Nottingham

Students love Nottingham – and so do we! The city offers all the shopping, sport, culture and history you could ask for. With over 60,000 students making our city their home, Nottingham has a unique student feel that brings the city to life.

We asked some NTU students for their favourite places to go in Nottingham...

## ...to eat

“Las Iguanas on Chapel Bar serves amazing Latin American food and has great cocktails at reasonable prices.”

Rob, BA (Hons) Business Management

## ...to shop

“If you’re into the vintage thing, there’s a really cute shop in Hockley called Cow. That’s somewhere that me and my friends always go.”

Sinead, BA (Hons) Special and Inclusive Education and Educational Development

## ...for a relaxed Sunday afternoon

“My favourite tea house – Lee Rosy’s Tea on Broad Street. It serves proper tea with tea leaves, and it’s just lovely!”

Ashleigh, BSc (Hons) Physics

## ...to drink

“There’s a small bar called Tilt that sells really nice cocktails and always plays some nice blues or jazz music.”

Scott, BSc (Hons) Biological Sciences

## Some great places to try:

**Kitty Cafe** – love cats and cake? Get your feline fix at the Kitty Cafe, where you can hang out with the resident cats and relax with a coffee.

**Broadway** – an independent cinema in Hockley showing a mix of mainstream, foreign and arthouse films. Also home to two lovely cafe-bars which regularly host themed nights, live music and quizzes.

**The Cornerhouse** – with a 14-screen cinema, including a massive IMAX screen, bars, restaurants and a casino.

**Das Kino** – head over to this Berlin-themed bar for a selection of drinks and ping-pong tables to hire (with glow-in-the-dark balls for easy retrieval!).

**Victoria Market** – located upstairs in the Victoria Centre, this indoor market sells loads of high-quality and affordable fresh food, as well as other traditional market fare.

## Soaking up history in Southwell

If you’re studying at our Brackenhurst campus, you’ll be living just outside the town of Southwell. Steeped in history and in the shadow of the magnificent Southwell Minster, you’ll find pubs tucked down cobbled lanes and quirky independent shops in abundance.



## How to get around

Nottingham has a handy tram system, with stops around the centre and close to some of our halls of residence. Visit [www.thetram.net](http://www.thetram.net) for details.

### Travel to Clifton campus

If you're studying at our Clifton or Brackenhurst campuses, the handiest way to visit the city is to catch the bus. The Clifton campus is served by the number 4 Go2Uni bus, with a travel time of around 20-25 minutes in peak-traffic between Nottingham and the campus. The bus stops right in the city centre, as well as at Nottingham train station.

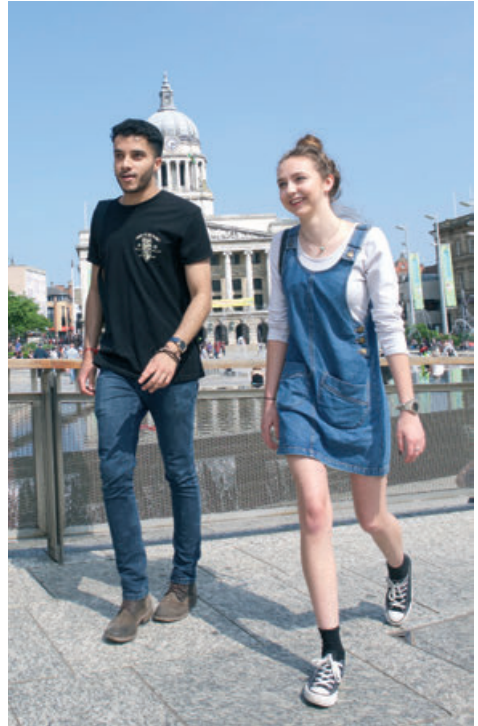
### Travel to Brackenhurst campus

If you're studying at our Brackenhurst campus, you can travel into Nottingham city centre using the number 100 bus service. There's a bus stop just outside the campus entrance and travel to the city centre takes around 45 minutes.

Visit [www.nctx.co.uk](http://www.nctx.co.uk) for timetables and information about student deals.

### Parking at our campuses

To find out more about travelling by car and parking at our campuses, visit [www.ntu.ac.uk/currentstudents](http://www.ntu.ac.uk/currentstudents) > Resources > Travel and choose your campus.



## Getting to know the city

Have a look at these handy websites to find out more about Nottingham:

### Experience Nottinghamshire –

Nottinghamshire's official tourism website has lots of tips about things to do in the city and further afield, as well as information about events taking place throughout the year.

[www.experiencenottinghamshire.com](http://www.experiencenottinghamshire.com)

**Nottingham City Council** – get the low down on everything you need to know about the city from their handy student guide.

[www.nottinghamcity.gov.uk/students](http://www.nottinghamcity.gov.uk/students)

**Left Lion** – local free magazine focusing on music, arts, entertainment, current affairs and general Nottingham culture.

[www.leftlion.co.uk](http://www.leftlion.co.uk)

# Staying up-to-date

There's lots to keep on top of as a first year student. Keeping up-to-date with your course is vital, from attending your lectures, to completing your seminar preparation. As well as your university work, there's lots going on – keep yourself in the loop to take advantage of all the many opportunities here at NTU.

## Student email address

Your student email address will stay with you throughout your time at NTU. Academic staff will use your email address to communicate with you and we'll also send you information about opportunities we think you might be interested in.

Your email address is usually your name and your year of entry, e.g.

**johnsmith2016@my.ntu.ac.uk.**

Once you get here, make sure you check your email regularly to keep up-to-date. Your email is easily accessible from your mobile too.

## NTU's Online Workspace (NOW)

NOW is our virtual online learning environment. It's where you'll find information about your timetable and course, including the reading you'll need to do and the prep work that's expected. You can even use NOW to submit your assessments online.

You'll be able to access NOW once you've fully enrolled on-campus.

Visit **[www.now.ntu.ac.uk](http://www.now.ntu.ac.uk)**.

## NTU student app

Designed and built by NTU students, our app allows you to:

- access your timetable;
- check availability of IT resources such as computers;
- record your attendance;
- view campus maps; and
- access NOW learning resources.

The NTU student app is available to download now from the Apple and Android app stores.

## Student Portal

Our Student Portal puts all the information you'll need in one place. You'll find your timetable and NTU email, as well as the latest news stories from around the University.

Make sure you take a look at this during Welcome Week to prepare to start your studies. Visit **[portal.ntu.ac.uk](http://portal.ntu.ac.uk)**.

Go to **[www.ntu.ac.uk/currentstudents](http://www.ntu.ac.uk/currentstudents)** for useful information about campus life and answers to many FAQs.

Join our social media community to keep up-to-date with all the news, views, videos and photos from around campus. Take part in our weekly Picture of the Week competition using the hashtag **#ntupotw** to share your university experience.



Follow us on Twitter for current student news and all things #NTU:  
**@TrentUni @NTUStudentNews**



Like us on Facebook for daily NTU updates:  
**facebook.com/nottinghamtrentuniversity**



Follow us on Instagram to explore and share great photos of NTU and the city:  
**Instagram.com/nottstrentuni**



Watch our latest videos about everything from accommodation to advice at:  
**youtube.com/nottinghamtrentuni**



Find out more about student life at NTU through photos at:  
**uk.pinterest.com/nottstrentuni**

## IT resources

Here at NTU, you'll have access to sector-leading IT services and support.

### Wi-Fi and Internet

While you're on-campus, you can access the Internet for free on your own devices, via the Wi-Fi connection in all of our teaching and social spaces. Simply scan for ntu-wifi and log in with your N number and password.

### Download your free student Office package

As an NTU student, you'll be given a Microsoft Office 365 account for the duration of your study. As well as your student email address, you'll also receive 1Tb of cloud storage with MS OneDrive and up to five free copies of the latest Microsoft Office, subject to terms and conditions.

Visit our support forums at **support.ntu.ac.uk** for more information about how to activate and access your Microsoft Office 365 account.

### Printing

At the start of each year, you'll be given £20 of print credit on your student card – you can spend this on printing and photocopying via any self-service printer on campus. You can even print wirelessly to these from your own laptop.

We also have an on-campus Print Shop, offering high-quality print and binding services.

### Contact us

For help and advice about the IT services available at NTU, visit **support.ntu.ac.uk**.

# Useful information

## University contacts

If you need to speak to us before you arrive, or after you've started, the following contacts are a good place to start.



### Accommodation

#### Student Accommodation Services

Tel: +44 (0)115 848 2894

Email: [accommodation@ntu.ac.uk](mailto:accommodation@ntu.ac.uk)

[www.ntu.ac.uk/accommodation](http://www.ntu.ac.uk/accommodation)



### Career development

#### City site Employability Team

Tel: +44 (0)115 848 8638

#### Clifton campus Employability Team

Tel: +44 (0)115 848 3414

#### Brackenhurst campus Employability Team

Tel: +44 (0)115 848 8649

Email: [employability@ntu.ac.uk](mailto:employability@ntu.ac.uk)

[www.ntu.ac.uk/employability](http://www.ntu.ac.uk/employability)



### Enrolment and password queries

#### My NTU Support

Tel: +44 (0)115 848 2855  
(9 am – 5 pm weekdays)



## Student Health Centres

### City site Student Health Centre

Tel: +44 (0)115 848 6481

### Clifton campus Student Health Centre (Sunrise Medical Practice)

Tel: +44 (0)115 848 3100

### Southwell Medical Centre (not affiliated with NTU)

Tel: +44 (0)1636 813 561

## Security

### City site Security Team

Tel: +44 (0)115 848 2468

### Clifton campus Security Team

Tel: +44 (0)115 848 6600

### Brackenhurst campus Security Team

Tel: +44 (0)115 848 5262



## Study support

### Libraries Team

Tel: + 44 (0)115 848 2175

## Student Services and support

### Student Services

Go to [www.ntu.ac.uk/studentsservices](http://www.ntu.ac.uk/studentsservices) to ask questions and find useful information and advice.

### Care leavers' support

Tel: +44 (0)115 848 3290

Email: [transition.support@ntu.ac.uk](mailto:transition.support@ntu.ac.uk)

### Disability support

Tel: +44 (0)115 848 2085

Email: [disability.support@ntu.ac.uk](mailto:disability.support@ntu.ac.uk)

### Dyslexia support

Tel: +44 (0)115 848 4120

Email: [dyslexia.support@ntu.ac.uk](mailto:dyslexia.support@ntu.ac.uk)

### Financial support

Tel: +44 (0)115 848 2494

Email: [financial.support@ntu.ac.uk](mailto:financial.support@ntu.ac.uk)

### International student support

Tel: +44 (0)115 848 2631

Email: [int.support@ntu.ac.uk](mailto:int.support@ntu.ac.uk)

### Mental health support

Tel: +44 (0)115 848 2085

Email: [mental.health@ntu.ac.uk](mailto:mental.health@ntu.ac.uk)

For a further list of useful contacts, visit [www.ntu.ac.uk/studentsservices](http://www.ntu.ac.uk/studentsservices)  
> Need help? > Useful contacts


# Maps

## City site

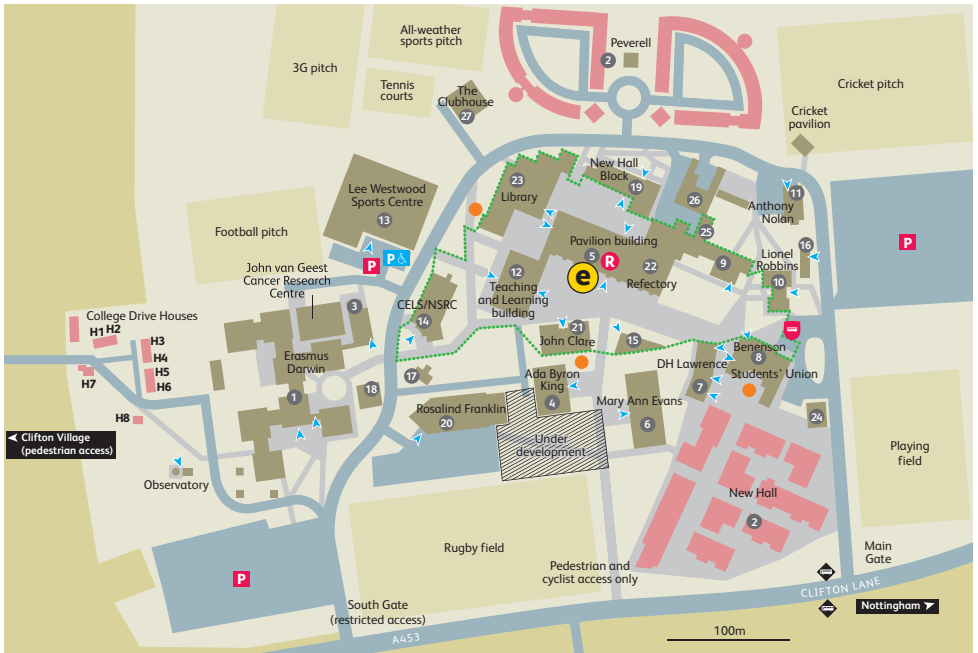


50 Shakespeare Street.....	26
Academic Registry.....	9
Arkwright building.....	10
Barnes Wallis building.....	17
Belgrave Centre.....	13
Bonington building.....	8
Bonington Colour Bureau.....	8
Bonington Gallery.....	8
Bookshop.....	1
Boots Library.....	3
Business Innovation Team (BIT).....	1
Central Admissions.....	9
Central Court.....	14
Centre for Broadcasting & Journalism.....	23
Chaucer building.....	1
Chaucer Pin.....	23
City Sports Centre.....	2
Coffee Bars.....	1 8 14
Djanogly International Centre (DICE).....	6
Dryden Centre.....	9
Employability Centre.....	14
Finance Office.....	9
Global Lounge.....	1
Health Centre.....	19
Human Resources.....	9
International Development Office.....	9
IoD Business Centre.....	18
Maudslay building.....	12
Music Centre.....	25
Newton building.....	11
Nottingham Conference Centre.....	18
Nottingham Language Centre.....	6
Nottingham Trent International College (NTIC).....	13
Notts TV.....	23
Occupational Health and Well-being.....	4
Prayer Facilities.....	6
Print Shop.....	1
Safety Office.....	9
Shops.....	8 16
Sir Harry and Lady Djanogly Lecture Theatre.....	22
Student Accommodation.....	7
Student Accommodation Services.....	14
Student Services Centre.....	14
Student Support Services.....	14
Students' Union.....	16
Taylor building.....	24
Terrace Royal.....	20
Trent Lets.....	1
The Hive.....	12
Waverley building.....	5

Security.....3  
Tel: 0115 848 2468

 Enrolment

# Clifton campus



	One-way
	Pedestrian walkway
	Visitor parking
	Disabled parking
	Entrance with wheelchair access
	Main reception
	Student residences
	University buildings
	Bus stops
	No entry
	Go2 Uni bus stop
	Designated smoking area

**Enrolment**










**Green Zone** – The Green Zone is a smoke-free and traffic-free area

Ada Byron King building.....	4	Maintenance .....	26
Anthony Nolan Trust Research Centre.....	11	Mary Ann Evans building.....	6
Benenson building.....	8	Natural Sciences Research Centre (NSRC).....	14
Bookshop.....	15	New Hall Block.....	19
Catalysis and Nanoscience Laboratory.....	16	Pavilion building.....	5
CELS building.....	14	Print Shop.....	7
Coffee Bars.....	5 8	Rosalind Franklin building (Superlab).....	20
Crime Scene Training Facility.....	17	Student Accommodation.....	2
DH Lawrence.....	7	Student Services Centre.....	9
Employability Team.....	5	Students' Union.....	8
Erasmus Darwin building.....	1	Supermarket.....	7
Finance Office.....	9	Teaching and Learning building.....	12
Gatehouse.....	24	The Clubhouse.....	27
Global Lounge.....	6	The Point bar and diner.....	8
Health Centre.....	9	The Refectory.....	22
Imaging and Display Research Facility.....	18	Wellbeing Centre.....	25
Interdisciplinary Biomedical Research Centre.....	3		
John Clare lecture theatres.....	21		
Lecture theatres.....	12 14 19 21		
Lee Westwood Sports Centre.....	13		
Library.....	23		
Lionel Robbins building.....	10		

Security.....19  
Tel: 0115 848 6600

# Brackenhurst campus













 Pedestrian walkway	 Main reception
 Parking	 Student residences
 Entrance	 University buildings
 Entrance with wheelchair access	 Bus stops
 Enrolment	

- Animal Unit and Veterinary Nursing Centre ..... 1
- Reception and Bramley Teaching Block..... 2
- Learning Support (Pippin Cottage) ..... 3
- Library ..... 4
- Students' Union ..... 5
- Engineering and Horticulture Workshop ..... 6
- Brackenhurst Educational Centre ..... 6
- Equine Office and Classroom ..... 7
- Mary King Indoor Arena ..... 8

Security ..... 3  
 Tel: 0115 848 5262

# City centre



-  One-way street
-  University buildings
-  Tram route and stops
-  Pedestrian street
-  Bus station
-  City Information Point
-  Buses, taxis, cyclists and blue badge only
-  Railway station
-  General parking
-  No entry

# Student Charter

As a student at Nottingham Trent University, your expectations will be as high as your ambitions. We're committed to delivering a high-quality student experience that meets, and looks to exceed, those expectations.

The NTU Student Charter sets out what you can expect from the University and what the University expects from you.

Visit [www.ntu.ac.uk/studentcharter](http://www.ntu.ac.uk/studentcharter) to find out more.

## Nottingham Trent University

Burton Street  
Nottingham  
NG1 4BU

**Tel:** +44 (0)115 941 8418

Any questions? Just ask NTU

[www.ntu.ac.uk/askntu](http://www.ntu.ac.uk/askntu)

[www.ntu.ac.uk](http://www.ntu.ac.uk)

## This information can be made available in alternative formats.

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