**Advice**

by [Humanities](https://moodle.ccb.ac.uk/mahara/group/view.php?id=6)

Advice from a previous FE student

[**Advice**](https://moodle.ccb.ac.uk/mahara/view/artefact.php?artefact=858&view=240&block=803)

Introduction

I used to work in an FE college before I become an FE student. I have put together a small handout with information on how to make the transition to HE as painless as possible. Some of this will contain my knowledge from working behind the scenes in FE.

Living costs

Make use of the advice services. FE can be an expensive time particularly as a part-time student. When you get to HE you'll find there's a lot of information on support available for full-time students and the information is tailored for mature and widening participation students. FE support is harder to find and a new employer who is sympathetic to your course commitments seems nearly impossible to find.

On part-time\* courses less than sixteen hours a week you are entitled to claim for [JSA](https://www.gov.uk/jobseekers-allowance) if you are unemployed. However, the advisors are likely to dispute the GLH (more information below) and confuse you with talk about funding streams. Make sure you show the advisors your learning agreement. Once you start claiming they will challenge you on a regular basis if you only look for jobs that do not interfere with your course. They will ask you to declare you are willing to leave your course if a job opportunity arrives.

If you think you will need a grant, apply in your first term. There are grants for people in financial hardship. Some grants will ask you to apply through a third-party, if that is the case speak to someone in the Student Centre or go to Citizens Advice Bureau. Also a lot of grants have deadlines at the start of term two and you don't want to miss out.

\*part-time as defined by [LARA](https://gateway.imservices.org.uk/sites/LARA/Pages/aimssearch.aspx)

**Benefits advice**

The [Cowley Club](http://www.cowleyclub.org.uk) on London Road do a benefits/welfare advice drop-in on Monday 17:00-18:30

The [Citizens Advice Bureau](http://www.citizensadvice.org.uk/brightonhovecab.htm) in Hove

The Welfare Team in CCB can give general advice around student life [moodle.ccb.ac.uk/course/view.php?id=5515](http://moodle.ccb.ac.uk/course/view.php?id=5515)

**Financial help**

Find out about grants at [grants-search.turn2us.org.uk](http://grants-search.turn2us.org.uk)

The course advice team in the student centre can tell you a bit more about financial assistance [moodle.ccb.ac.uk/course/view.php?id=3002](http://moodle.ccb.ac.uk/course/view.php?id=3002)

**Guided Learning Hours**

Guided Learning Hours are different from your contact hours. You may be studying two days a week and have a course that is considered full-time. The best thing to do is ask the student records team ([studentrecords@ccb.ac.uk](mailto:studentrecords@ccb.ac.uk)) for a letter confirming your GLH. You will need this letter for some benefit claims (for example JSA) you will also need this letter if you are studying full-time as you can use it to get a council tax remission. The GLH is on the back page of your learning agreement also.

UCAS application

Fill in all parts of your UCAS application as soon as possible, because the adding qualifications page can be fiddly and you may need to refer to a member of staff for some guidance. If you leave it to the last minute you might find it difficult to submit or you may get it sent back to you to amend which will result in a late application... which normally ends in you worrying why the rest of the class are getting offers over Xmas but you're not.

**Unique Learner Number**

You can find ULN from Exams ([exams@ccb.ac.uk](mailto:exams@ccb.ac.uk))

NB/ Your ULN is not the same as your student ID and your ULN is not normally available until a couple of months after your enrolment. You will be asked for your ULN on your UCAS form but it is not a necessity.

Study Resources

HE will be full on! You'll be reading journal articles and going to hour-long (or longer) lectures on a weekly basis in most universities. The sooner you start practising the easier it will be.

Libraries and Bookshops

* As well as the college and university libraries there is [Jubilee Library](http://www.brighton-hove-rpml.org.uk/Libraries/sites/Jubilee/Pages/JubileeLibrary-ChangetoOpeningHours.aspx) and the [Cowley Club library](http://www.cowleyclub.org.uk/?Library)
* The secondhand bookshops in the North Laine area are great places to find academic books [northlaine.co.uk/visit/listing/books\_music](http://northlaine.co.uk/visit/listing/books_music)

Social networking

* [academia.edu](http://www.academia.edu) – this is a great resource for making connections in your desired universities and reading papers around your interests.

Open Access journals

* Directory of Open Access Journals [doaj.org](http://doaj.org)
* [critical-theory.com/category/journals-and-articles/](http://www.critical-theory.com/category/journals-and-articles/) - most are open access on this website

Podcasts

* [backdoorbroadcasting.net](http://backdoorbroadcasting.net) - recordings of university lectures, essential for familiarising yourself with HE learning

Course tasters

* From OU [open.edu/openlearn/about-openlearn/try](http://www.open.edu/openlearn/about-openlearn/try) ideal for narrowing down your interest fields prior to UCAS application
* From Sussex [studydirect.sussex.ac.uk/login/](https://studydirect.sussex.ac.uk/login/) sign in as a guest, many courses say they require a subscription key but they are accessible without. I have put a taster in the [forum](https://moodle.ccb.ac.uk/mahara/interaction/forum/view.php?id=6).

Get involved

Even if you are not planning to go to University of Brighton their Arts and Humanities departments are too close by not to exploit! Go to events, walk around the campus and some of the student societies are even open to outsiders.

There is also a wealth of things to do in Brighton

* Brighton SU [brightonsu.com](http://www.brightonsu.com)
* Sussex SU [sussexstudent.com](http://www.sussexstudent.com)
* UoB Humanities events [brighton.ac.uk/study/humanities/events](http://arts.brighton.ac.uk/study/humanities/events)
* Sussex events [sussex.ac.uk/students/newsandevents/eventscalendar/](http://www.sussex.ac.uk/students/newsandevents/eventscalendar/)
* Free University Brighton [freeuniversitybrighton.org](http://freeuniversitybrighton.org/) - talks, workshops...
* Skeptics in the Pub [carolineofbrunswick.co.uk/other.html](http://www.carolineofbrunswick.co.uk/other.html)
* Philosophy in the Pub [pips-brighton.org.uk](http://www.pips-brighton.org.uk)
* Café Scientifique [cafe-scientifique-brighton.org.uk](http://www.cafe-scientifique-brighton.org.uk)
* Cowley Club [cowleyclub.org.uk](http://www.cowleyclub.org.uk)

**Small ads**

UoB [community.brighton.ac.uk/mod/form/my\_forms.php?id=1134007&form\_view=all](https://community.brighton.ac.uk/mod/form/my_forms.php?id=1134007&form_view=all)

Sussex [sussex.ac.uk/students/newsandevents/smallads](http://www.sussex.ac.uk/students/newsandevents/smallads) (click RSS or Atom feed icon)

**Freebies**

Gumtree [gumtree.com/freebies/brighton](http://www.gumtree.com/freebies/brighton)

Freecycle [groups.freecycle.org/group/freecyclebrighton/posts/all](https://groups.freecycle.org/group/freecyclebrighton/posts/all)

**NUS**

Anyone doing a course in a recognised educational institution can get an NUS card, it doesn't matter whether the course is full-time or part-time.

At the moment NUS holders can get 10% off in the [Co-op](http://www.co-operativefood.co.uk)! You can apply for an NUS card in the Student Centre or online.

NB/ If you apply in the Student Centre you'll have to pay the membership fee in cash

Look at the NUS website for more information [nus.org.uk](http://www.nus.org.uk)

Some local independent traders offer discounts to students without NUS cards (for example, [Moksha café](http://www.mokshacaffe.com/) and [Los Taquitos](https://plus.google.com/113426353238687571953/about)) but it's down to the proprietors discretion.

Moodle

There is a lot of information on Moodle, and universities will use similar systems. Too often students will not check Moodle regularly. The more you use it the easier it will become to navigate. Here are shortcuts to some helpful pages:

* A list of the Student Support pages [moodle.ccb.ac.uk/course/index.php?categoryid=121](http://moodle.ccb.ac.uk/course/index.php?categoryid=121)
* All CCB blogs [moodle.ccb.ac.uk/blog/index.php](http://moodle.ccb.ac.uk/blog/index.php)
* Calendar [moodle.ccb.ac.uk/calendar/view.php](http://moodle.ccb.ac.uk/calendar/view.php)
* CCB Community forum [moodle.ccb.ac.uk/mod/forum/view.php?id=68396](http://moodle.ccb.ac.uk/mod/forum/view.php?id=68396)
* E-ILP (check your attendance and goals) [cloudapps.ccb.ac.uk/secure/ccb/students/e-ilp/](https://cloudapps.ccb.ac.uk/secure/ccb/students/e-ilp/)
* Homedrive [novapps.ccb.ac.uk/NetStorage/](https://novapps.ccb.ac.uk/NetStorage/)
* Vibe [vibe.ccb.ac.uk](https://vibe.ccb.ac.uk)