

RETURNING TO STUDY

An essential SUBU introduction for new students returning to study

WHAT'S IN THIS BOOKLET

Coming to University can be daunting, especially returning to study after a break or have a lot to balance between education and life. We are your Students' Union, and we are here to assist you in settling into University life while maintaining a healthy mind, life, and balance between work and play. Inside this guide are all of the essential and need to know services, facilities, and links to the Students' Union and University support services. All of the content in this guide is there for you to feel assured that whatever may arise, your experience at BU is at the forefront of what we do.

IN THIS BOOKLET

INTRODUCTIONS AND TIPS FROM STUDENTS...	1-2
STUDYING AT BOURNEMOUTH UNIVERSITY.....	3-4
STUDENT SUPPORT SERVICES.....	5-6
STUDENTS' UNION (SUBU).....	7-8
MAP OF SUBU FACILITIES.....	9-10
THINGS TO DO.....	11-13
NUS EXTRA CARD.....	13
TRANSPORT & GETTING AROUND.....	14
CONTACT.....	15

INTRODUCTION AND TIPS FROM STUDENTS

Returning to full-time education can be one of the best decisions of your life and can give you the opportunity to embark on an exciting new career. Although it can also be very daunting coming back into education, the Students' Union is here to make that transition easier. We are here to offer advice, opportunities and representation with our core values focused around democracy, equality and diversity.

Student's Top Tips

Use your diary to plan ahead, you'll need to know when your assignments are due and when your exams are so that you can manage your workload accordingly. You may find the first couple of weeks of University seem manageable but then find that your first few assignments are due in the same week.

When you attend lectures and seminars you will be writing notes and may be given lots of handouts, organise and file your work for each module into the topics/themes covered. When you come to the end of the year your work will be more accessible meaning you can focus on revising. Different coloured pens and folders are really helpful too.

TOP TIPS

Make use of The Laptop Loan scheme on Talbot Campus, which enables you to 'borrow' a laptop and use it anywhere on campus.

The Open Access Centres in Poole House and Studland House are open 24/7 meaning you can work from campus at times that suit you best. You can access all of your learning materials from home, which is very handy.

You're Important, too

It can be challenging to balance work, university, parenting, home life, social life or any combination of these, plan your time accordingly. Remember to keep some time for yourself.

Buy Second Hand

When it comes to buying books for your modules the costs can quickly add up. There are lots of websites you can buy second hand books from making life more cost effective for you and have a positive impact on the environment. Make sure the edition you're buy matches the edition required by your course.



Ben Forse
Welfare Council Chair 16/17

"My main message to any mature student who has any doubts about studying within youthful ranks is this; Any concerns that I carried into the learning environment were quickly dispelled by the even playing field that is higher education. Any "additional" years I bought with me, only served to enhance my ability to learn as it did my peers. From the younger cohorts, I shared a youthful exuberance and energy that I am sure will not leave me when it becomes time to leave BU."



SUBU will have a positive impact on every BU student's journey.

STUDYING AT BOURNEMOUTH UNIVERSITY

INDEPENDENT LEARNING

Your Virtual Learning Environment (VLE) can be accessed at any time and from anywhere, you'll find lecture notes, reading lists, and helpful learning resources such as online journals and past exam papers.

You'll also find study skills support and information to help you hone your academic talents. If you're not sure which VLE you're using this year check www1.bournemouth.ac.uk/my-vle

PEER ASSISTED LEARNING

These group sessions are a great way to learn study techniques relevant to your subject from a student from your course.

Students who have taken part in these sessions have said it's boosted their confidence and reassured them about any concerns they had about university life. You'll have the opportunity to get involved with these as part of your course induction.

TIMETABLE

Your academic timetable includes details of all your lectures, seminars and other learning sessions relevant to your course, like lab work or workshops. After Week One you'll also be able to view your timetable in our iBU app.



www.wearefreshers.com www.subu.org.uk

CAREER SUPPORT

Our team of careers advisors, placement coordinators and development advisors will support you in preparing for and during your placement, and again when you are looking for work.



Careers & Employability Service Telephone: +44 (0)1202 961663 Email: careers@bournemouth.ac.uk www.bournemouth.ac.uk/careers

ADDITIONAL LEARNING SUPPORT

If you have a learning difference, a medical or mental health condition, or a sensory or physical impairment, adjustments can be made to your learning and assessment. Contact the **Additional Learning Support (ALS)** team so they can advise on the most appropriate support for you, including potential funding benefits.

The sooner you contact them, the sooner they can start preparing your support. www.bournemouth.ac.uk/als



SOFTWARE

While you are a BU student you're able to have **Office 365 ProPlus for free**, thanks to the licencing partnership between BU and Microsoft.

Office 365 ProPlus includes all the familiar and full Office applications and allows for these to be installed on up to five devices.

LIBRARY AND STUDY SUPPORT

If you are concerned about your return to education, or just want to brush up on some study skills, then BU's library service is there to help. They can help you with a wide range of skills including: Academic writing, critical analysis, exam and revision techniques, presentations, referencing, avoiding plagiarism. Pop along to the library or access the Study Skills tab in your VLE to ask questions, sign up to any workshops or arrange a meeting with an advisor for one-to-one help: studyskills@bournemouth.ac.uk

OPEN ACCESS CENTRE

There are two Open Access Centre's - one in Poole House, Talbot Campus and another in Studland House on the Lansdowne Campus. These computer labs are open 24 hours a day, 7 days a week.

@sububournemouth #wearefreshers

LIBRARY
OPENING
HOURS

SIR MICHAEL COBHAM LIBRARY, TALBOT CAMPUS

Mon – Thus: 8am - Midnight
Friday: 8am – 6pm
Sat & Sun: 10am – 6pm

BOURNEMOUTH HOUSE LIBRARY, LANSDOWNE CAMPUS

Mon – Thurs: 8am – midnight
Friday: 8am-6pm
Sat:10am-6pm/Sun: 10am – 10pm



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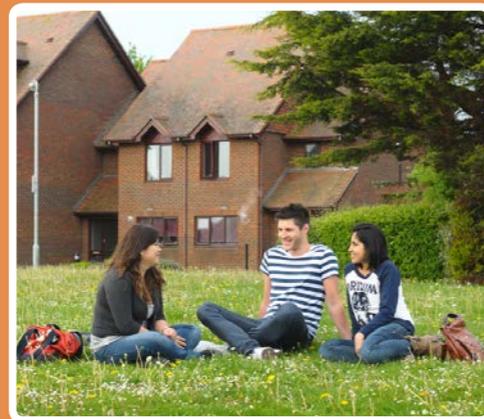
SUBU will have a positive impact on every BU student's journey.

STUDENT SUPPORT SERVICES

ASKBU

The AskBU advisers can help with practical things like letters confirming you're a student, replacement ID cards, information about finance, immigration, mitigating circumstances and complaints.

They're available on the telephone: (+44 (0)1202 969696), by email askBU@bournemouth.ac.uk www.bournemouth.ac.uk/askBU and are based on both campuses offering a friendly drop-in service – they also have interview rooms if more privacy is needed.



STUDENT WELLBEING

The Student Wellbeing service is provided in partnership with our local NHS Foundation Trust, offering free support aimed at boosting your resilience, improving your wellbeing and managing your mental health. Services include drop-in sessions, workshops, group and individual wellbeing sessions and counselling. www.bournemouth.ac.uk/student/wellbeing

CHAPLAINCY

Whatever your background or faith the Chaplaincy offers a welcoming environment as well as guidance and support throughout your studies, and provides space for reflection on Talbot campus, including an Islamic Prayer Room with wash facilities, as well as a Kosher kitchen.

HEALTH AND FITNESS

Everyone can make the most of SportBU's excellent facilities - whether that's playing a sport you already love or giving you the opportunity to try something new. Take part in the Campus pay and play sports where no booking is required, sign up to a six week campus course, or try out for a performance sport.

www.micosites.bournemouth.ac.uk/sportbu

HEALTHCARE (ON-CAMPUS)

The Student Medical Centre, in partnership with Talbot Medical Centre, offers a range of medical services, it is open to all students and daily appointments are available, You'll be a fully registered patient with a named GP and access to provisions for out of hours emergency support. Registration forms are available in the medical centre located in Talbot House, Talbot Campus, or the contact details are:
During term-time Telephone: +44 (0)1202 965378
Outside term-time Telephone: +44 (0)8444 772416

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FINANCE

MANAGING YOUR MONEY

It's likely your financial situation will be very different as a student. Our online budgeting information will give you an idea of living costs to help you manage your money. www.bournemouth.ac.uk/living-expenses

ACCOMMODATION

LettingsBU is BU's in-house agency that helps students find suitable accommodation in the private rented sector. Many of the properties advertised are aimed at house-sharing groups, but there are some properties that are suitable for families and couples. LettingsBU may also be able to support you with securing a property that isn't on their books.

If you have any accommodation questions or need support SUBU Advice is always available to support students with this.
SUBU Advice - subuadvice@bournemouth.ac.uk
main office: 01202 967369
BU Residential Services: (new and current students) accommodation@bournemouth.ac.uk / (prospective students) askBUenquiries@bournemouth.ac.uk
Phone - 01202 961671
BU Lettings Service - lettingservice@bournemouth.ac.uk Phone - 01202 961678

BURSARIES AND SCHOLARSHIPS

BU offer a range of financial support, you should know by now if you automatically qualify for one of the scholarships, and there may be others you can still apply for. Additionally, you may qualify for funding from BU to help with the cost of living if you meet certain bursary criteria. www.bournemouth.ac.uk/funding. For more details read the Finance section of the online rules and regulations information. www.bournemouth.ac.uk/important-information.

PARKING PERMITS

The campus is split across two sites – Lansdowne in the town centre and Talbot just a 15 minute bus ride away. Campus maps are available at all BU receptions, and directions to both sites can be found online: www.bournemouth.ac.uk/maps

There is currently no parking at BU accommodation (although some Unilet properties might cater for on-road parking) or the Lansdowne Campus, except for blue badge holders. There is limited parking at Talbot Campus and you'll need a permit to park there.

If you're on an NHS course, talk to your course support team for information on how to get to campus and your placement.

For parking permit eligibility details and apply at www.bournemouth.ac.uk/student/parking

ADVICE AND SUPPORT

AskBU and SUBU are there to help if you have any money worries before you arrive and throughout your studies. They can advise on a range of financial queries from scholarships, bursaries and Student Finance England to NHS support and emergency or hardship funding. For any queries about student finance, visit www.bournemouth.ac.uk/student/finance



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STUDENTS' UNION AT BOURNEMOUTH UNIVERSITY

SUBU ADVICE

SUBU Advice is here to support you in every aspect of your student experience whether it is personal, financial, academic or housing. Coming to university at any age has its challenges but we can understand you might have been out of education for a lot longer than a typical student and we want to make sure you are treated exactly the same while at BU. If you have children we can help support you with finding out about any additional funding you might be entitled to or if you are entering education after a long break we can make sure you settle back into student life with ease. We are here to give you options of what you can do in situations that could affect your university life and empower you to decide what is best for you.

If you need to speak to one of our advisors you are welcome to come and see us in SC202 in the Talbot student centre between 10 and 4pm Monday to Friday, we have a drop in session between 2 and 4pm which does not need an appointment. We also run advice at Lansdowne term time only 9.30 until 2pm Monday, Tuesday and Thursday.

If you just need to ask a quick question then give us a call on 01202965779 or email us on subuadvice@bournemouth.ac.uk

www.wearefreshers.com www.subu.org.uk

DEMOCRACY & EQUALITY

Democracy and Equality provide various channels for students to have their say on issues, including Elections, Big Student Meeting, Liberation Campaigns, Mental Health Zone, International Student Zone and Student Councils. SUBU is run for students by students; we hold elections for our full time sabbatical and part-time officers. Any BU student can run to be an officer and elections for our Executive Council and Student Councils.

Part-time Officer

Becoming a part-time officer is a great way to meet new people, learn new skills, access our SUBU Leadership Award and gain bag loads of confidence. SUBU is committed to equality of access for all and celebrates the diversity of every student at BU. We are proud to introduce Liberation Campaigns this year, these groups provide a community made up of, and led by, students who self-identify within that liberation group to build friendships, share experiences, discuss issues, raise awareness and campaign for change.



Liberation

Liberation Campaigns are run by a Liberation Campaign Committee, led by the relevant liberation officer. Why not consider running for election to one of these committees? You'll have bucket loads of fun, make great friends and receive loads of support and training from the full-time officers and SUBU staff!

Zones

Our two Zones, the Mental Health Zone and International Students' Zone, led by a committee and team of project leaders are here to raise awareness and campaign on specific issues. The Mental Health Zone is all about promoting positive mental wellbeing on-campus and at home, raising awareness of mental health and challenging stigma. The International Students' Zone is here to focus on our community of International Students' which ranges from campaigning for change to helping to organise and deliver our annual One World Festival.

REPRESENTATION

Student Reps are elected by their peers and collect feedback throughout the academic year, taking that feedback to the university and working with them to create change.

During the 2016/17 academic year over 19% of the Reps were mature students. It's a great opportunity for you to quickly get to know all the students in your cohort; it also gives you the opportunity to build connections, make sure that the needs of mature students are fairly represented and is a great way to have a positive influence and make tangible change!

COMMUNITY

SUBU Community gives students the skills and opportunities to get involved in the local Bournemouth Community. This includes volunteering activities and events such as beach cleans, Fairtrade awareness and sustainability campaigns. Information on how to get to campus and your placement. www.bournemouth.ac.uk/student/parking

INSIGHT AND POLICY

SUBU's Insight and Policy department is fundamental in providing SUBU and BU with evidence-based research about the current and future issues that matter to students. The research is used to represent the student experience and inform policy development, both at BU and on a national level.

SUBU FACILITIES

Our facilities include a range of venues to cater to all tastes; the 5 storey Student Centre hosts the SUBU cafe Ground Up, serving Starbucks coffee as well as a number of spaces to do work including two beach hits that can be booked out. If you fancy a burger and a beer then head to Dylan's Kitchen, or if you need some essentials then the Student Shop is the place to go. The Lansdowne campus is home to the Boho Lounge, a great spot to meet with your friends, there's also The Engine Room café, which serves food and drinks all day, and as well as all of this you can watch live music at your Students' Union venue The Old Fire Station.

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CLUBS & SOCS

Our variety of Clubs and Societies are here for every student at BU, inclusive of people from all different backgrounds; be that culture, religion, age or interest!



If there's not a Club or Society that suits you, then you can always start one up.

Go above and beyond your degree, meet new people, develop new passions and experience something new.

Get involved now, and make your BU experience truly unforgettable.

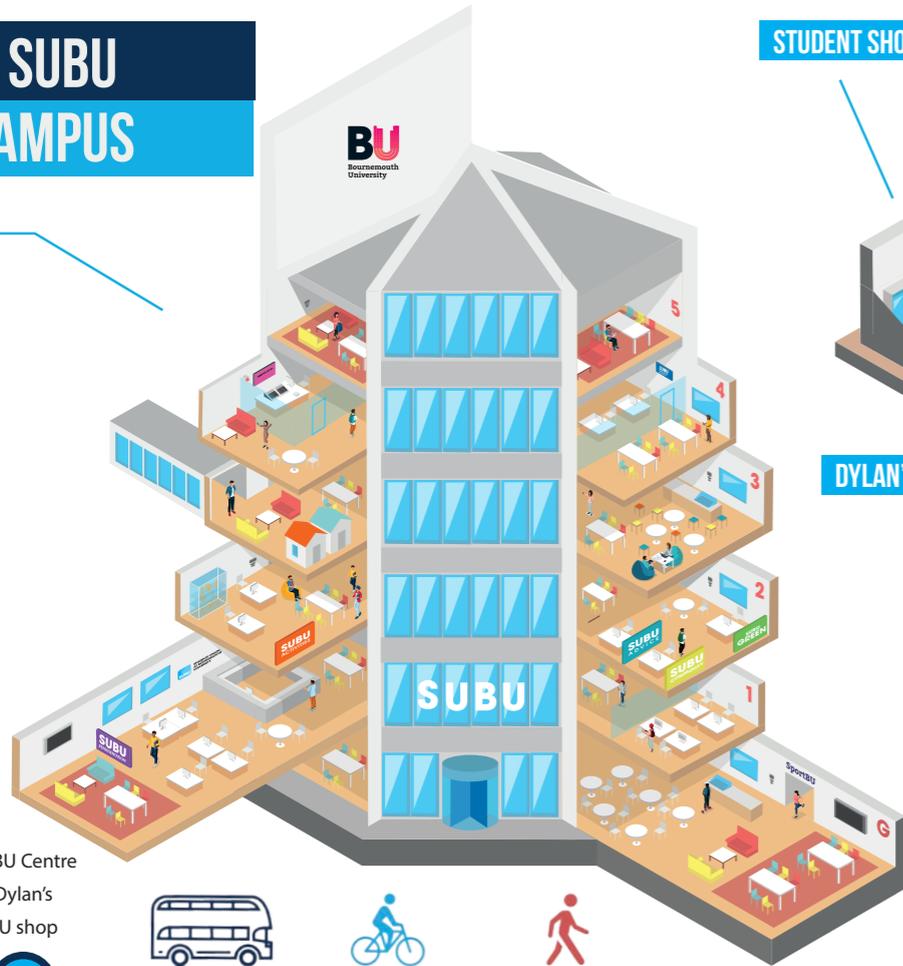


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WHERE IS SUBU TALBOT CAMPUS

SUBU CENTRE

- G** - Ground Up Sport BU Study space
- 1** - Reception Sabbs Office Representation Study space
- 2** - Activities Community Green Advice Study space
- 3** - Study space St. Lady Cobham Bridge
- 4** - Nerve Democracy and Equality Study space
- 5** - Study space



STUDENT SHOP

Everything from affordable meal deals, to BU merchandise, snacks, news papers and event tickets!



DYLAN'S BAR

Offering food and drink throughout the week at the best student prices!



LANSDOWNE

THE OLD FIRE STATION

The ultimate SU nightclub, bringing epic club nights and live entertainment throughout the week.



+ Engine Rooms
The perfect place to grab a coffee by day, the best place to party by night!

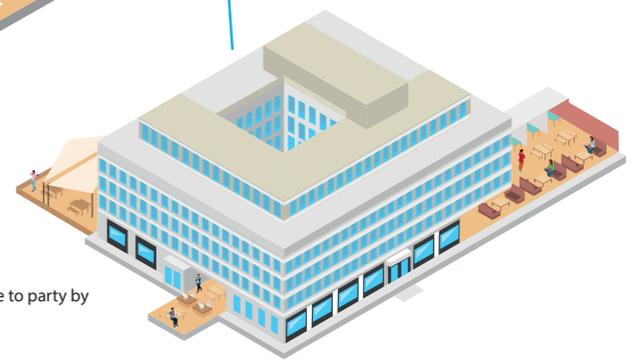
STUDLAND HOUSE

At the heart of Lansdowne Campus, with social spaces and cafes to help you relax- as well as SUBU Advice offices.

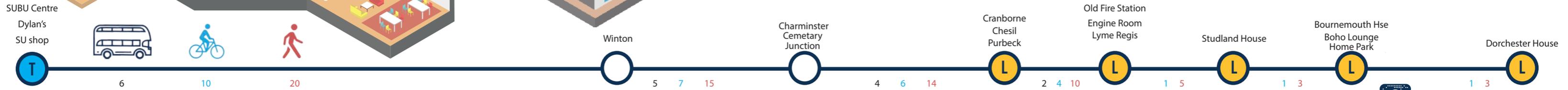


BOURNEMOUTH HOUSE

Chill out in the BoHo Lounge or in the BoHo Gardens while you work!



Approx time in minutes



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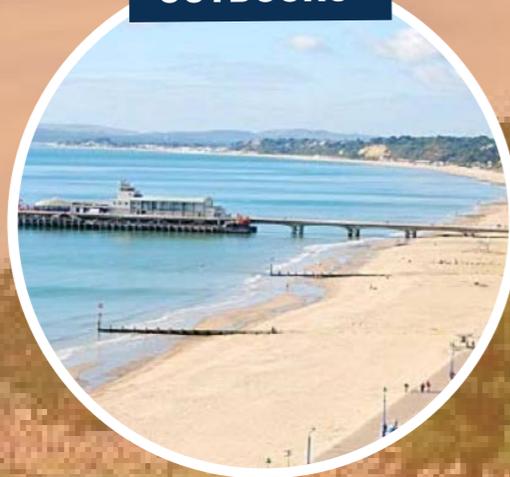
THINGS TO DO

Make the most of your time in this beautiful, southern seaside resort by exploring all that is on offer.

Bournemouth is home to seven miles of award-winning beach complete with great views of The Isle Of Wight and The Purbecks. This section of the Jurassic Coast offers a number of water sports, as well as the opportunity to hire a bike and ride around the 2,000 acres of glorious gardens and parks, why not stop off on the way and have a go at mini gold. The shops in the area range from high street favourites to independent boutiques plus the Open Air Market. You can always visit one of the many museums in the area or if that doesn't excite you then you can check out the beachfront Oceanarium. There are also a number of festivals that take place throughout the year from the Arts by the Sea to Air Festival.

www.wearefreshers.com www.subu.org.uk

OUTDOORS



Bournemouth has a long beaches and many woodland areas as well as beautiful parks, make sure you make the most of these delightful spaces on a sunny day.

EVENTS AND CONCERTS

Bournemouth is home to a variety of concert venues including the Bournemouth International Centre, The Bournemouth Pavillion and the Grade II O2 Academy



SUBU will have a positive impact on every BU student's journey.

AFC BOURNEMOUTH



BU is the official Higher Education Partner for AFC Bournemouth, bringing sport, education and the community together. As a BU student you can get access to discounted tickets and merchandise, as well as the opportunity to be a Student Ambassador representing AFC Bournemouth and BU. <https://www.afcb.co.uk/> or <https://www1.bournemouth.ac.uk/collaborate/afc-bournemouth>

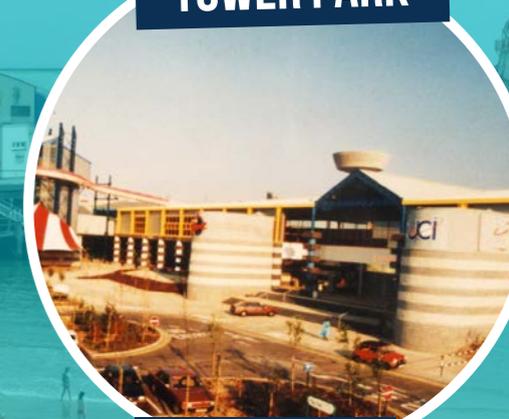
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BH2 LEISURE COMPLEX

This new £50 million leisure complex is in the heart of Bournemouth town centre and as a wide range of restaurants as well as a 10 screen cinema.



TOWER PARK



Tower Park Leisure Complex in Poole, provides a whole host of entertainment whatever the weather, with Splashdown water park and Empire Cinema, Tenpin bowling, kids soft play, bingo and a range of restaurants there is plenty on offer as well as a lovely student discount.

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THINGS TO DO & NUS EXTRA CARD

THE OLD FIRE STATION



The Old Fire Station

Based in Lansdowne this converted fire station hosts a great range of live gigs as well as regular comedy nights

DYLAN'S

Talbot Campus has its own bar, serving low priced food and alcohol. There are also a number of events that go on throughout the week including Karaoke nights and a very popular quiz.



Dylan's KITCHEN & BAR

Money off student stuff 24/7

Everyday

- 50% off Spotify
- 10% off OP
- 25% off online Domino's

Essentials

Qualify for an **amazonstudent** membership with an NUS extra card

Up to **10% off** Apple

Travel

- 1st year free (16-25)
- 12% off your railcard
- 26% off advance tickets (national express)

200+ UK discounts | 3-year cards available

Get your card now nus.org.uk/extra

TRANSPORT & GETTING AROUND

By Bus

BU operates a dedicated UNIBUS service in conjunction with More, a local bus company, that operates across Bournemouth and Poole. Find out all you need to know about our UNIBUS service online: www.bournemouth.ac.uk/student/buses. Other services are run by 'Yellow Buses' and BU students can get child fares on all Yellow Bus routes, if they show their student card. Further information can be accessed on the Yellow Buses website www.bybus.co.uk

Trains

Bournemouth train station is located approximately 2 miles north of the city centre, on Holdenhurst Road, by the big Asda. There are regular routes to cities around the United Kingdom. Poole is well served by its centrally placed railway station adjacent to the High Street and Dolphin Shopping Centre. London Waterloo is just two hours away on the express service from Poole. This runs twice an hour throughout the day.

Coaches

The Travel Interchange on Bath Road is Bournemouth's main coach station and is served by National Express and Megabus delivering journeys all across the country.

Taxi

There are a number of different taxi services in Bournemouth and Poole, including: United Taxis 01202 556677, Streamline 01202 373737 and Mobile Radio Cars 01202 518000

By bike

There are bike compounds around campus, and we provide discounted lights and D-locks in the Student Shop. BU offer a bike loan scheme if you're not able to bring one with you. Check online for information about cycle safety and to make the most of the free bike safety check sessions each term: www.bournemouth.ac.uk/student/bug Bournemouth and Poole are great places to ride a bike. Whether you are new to cycling or an accomplished rider there is something for everyone a map of the local cycle routes can be found at www.gettingabout.co.uk/cycling

ALL ABOARD!





/ SUBUmaturestudents



/ sububournemouth



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STUDENTS' UNION
AT BOURNEMOUTH
UNIVERSITY