



## **Preparation for Higher Education Course Information Sheet**

### **Who is the course for?**

This 6 session course will be delivered on..... (*enter day of week*) from ..... (*enter time*) to ..... (*enter time*).

It will run from ..... (*enter start date*) to ..... (*enter end date*).

It is for learners who have experience and knowledge of a particular area of work who wish to progress to a named Higher Education programme. This might include:

- Applicants with NVQ3 who wish to progress to a Higher Education programme.
- Applicants with other level 3 qualifications who have been out of education for some time.
- NVQ3 qualified applicants as an alternative to Management NVQ's at level 4.
- NVQ4 qualified applicants who do not have academic confidence.
- Applicants who are not yet confident to progress directly to Foundation or other degrees.

The course is not a qualification in its own right but will provide a stepping stone to prepare you for your named degree.

### **What does the course aim to do?**

The course will prepare you for study at Higher Education level by:-

- Developing independent study and research skills
- Developing and practising academic writing skills
- Providing opportunities for personal development
- Increasing your confidence.

## **What will be covered?**

You will cover the basic study skills and strategies that underpin successful learning at Higher Education level. This includes effective reading techniques; note-taking; essay planning; academic vocabulary and writing style; correct referencing and avoiding plagiarism; action planning and time management skills.

You will also develop good research skills, confidence in speaking and presenting in seminar groups, and effective ways to reflect on your practice.

You will be studying with other learners from different backgrounds and work roles, enabling you to share ideas and draw on a range of different approaches outside your own area of expertise.

## **What is the Final Qualification?**

The course forms Year 0 of whatever Higher Education Course is being applied for. It is not a qualification in its own right.

On successful completion of the course, you will receive a Certificate of Achievement.

## **How will I be assessed?**

Two pieces of written work are required over the duration of the course. The first assignment, submitted mid-way through the course, comprises a 1000 word summary of an academic article. The final assignment, submitted at the end of the course, comprises a 1500 word essay on an issue or development relevant to your subject area. The assignments should be correctly referenced according to academic convention, and a bibliography supplied. The work will be assessed to the level equivalent to the first year of a degree course. Both assignments need to be passed in order to complete the course successfully.

The course will gradually introduce you to the conventions of formal academic writing. These will be explained in detail to enable you to compile your assignments confidently and competently.

## **What facilities will be provided?**

You will have a named tutor who will guide you through the programme. You will have formal teaching sessions and supported study time in the ..... (*insert organisation-specific details here*), plus on line support via ..... (*insert organisation-specific details here*).

## **Will I have to Study at Home?**

A course reading list is provided. You will need to set aside a regular study time each week at home for reading and preparation of the two compulsory written assignments. In addition, home-study reading and exercises will be set at the end of each session. These tasks are optional but strongly recommended.

*(Insert here details of any on-line support available)*. This will provide a flexible means to access resources and tutor support both on-site and from home.

## **What course can I do next?**

You can progress to a named Degree or Higher Education programme at Wiltshire College, such as the Foundation Degree in Early Childhood Studies, Computing, or Digital Media Arts; or to other full degrees such as the B. Sc in Social Work.

## **Additional Information**

You will need to have a Level 3 or 4 qualification already and a wish to progress to a named Higher Education programme at Wiltshire College. An interview with the 'Preparation for H.E.' course tutor is required in order to enrol on the course.

*(Insert any further organisational details on the application process here)*.

*End*