



Students' Union Bournemouth  
University (SUBU)  
Tel: +44 (0)1202 965765  
Email: [subu@bournemouth.ac.uk](mailto:subu@bournemouth.ac.uk)  
[www.subu.org.uk](http://www.subu.org.uk)

AskBU  
Tel: +44 (0)1202 969696  
Email: [askBU@bournemouth.ac.uk](mailto:askBU@bournemouth.ac.uk)  
[www.bournemouth.ac.uk/student/askbu](http://www.bournemouth.ac.uk/student/askbu)



# It all starts here!

We can't wait to welcome you to BU. It's going to be an exciting journey and, like you, we can't wait to get started.

This guide will help you get off to a great start. It's packed with useful tips and handy info that will make sure you start settling in from the moment you arrive. If anything's not clear, or you have any further questions, then get in touch using the contact details on the back cover and we'll be happy to help.

We're looking forward to meeting you soon!

AskBU





# Contents

What you need to do next	4		
Living	6		
Belong	8		
Happy and healthy	10		
Research	14		
Get ahead... stay ahead	18		
We're good sports	20		
Art and music	22		
Finance	24		
Student Agreement	25		
Getting around	26	What's on: SUBU	32
Be safe	27	Notes pages	34
Your Students' Union	29	Useful phrases	36
What's on: SportBU	30	Contacts	37

Find all information for new students online at:  
[www.bournemouth.ac.uk/belongatbu](http://www.bournemouth.ac.uk/belongatbu)

# Welcome

Welcome to the BU postgraduate research community! We're really looking forward to the start of term and working with you to make your time here fulfilling and rewarding.



This is a fantastic time to join us. We recognise the value of an inclusive and welcoming community, and work as one to inspire learning, advance knowledge and enrich society.

This guide includes information about what to expect in Week One and beyond, your key contacts for advice and guidance, and practical tips about living a well-balanced student life.

Look out for email updates over the next few weeks to help prepare for the start of term.

Bournemouth is a great place to live, work and study and I encourage you to challenge yourself, and get involved with as much as you can while you're here.

I hope you're excited about joining us and wish you a successful and enjoyable time here.

**Professor John Vinney**  
 Vice-Chancellor, BU

# What you need to do next

Once you get to BU, you'll find yourself busy making new friends, starting your research, joining clubs and societies, and getting to know Bournemouth. That's why it makes sense to be as well prepared as possible by the time you arrive – it means you can concentrate on your studies and having fun.

## Get ready checklist

### Look out for your registration email

Your invitation to register for your course online will be sent from **19 August 2019**. This includes instructions on how to register online via myHub before you arrive, details of your first session at BU and what you need to bring when you enrol.

### Register for your course online

It takes 20-30 minutes to register for your course and includes paying, or telling us how you intend to pay, your tuition fees. After you've registered, you can access your new student profile in myHub to download helpful documents, and access your virtual learning environment, Brightspace, where you will find pre-arrival activities and more.

### Get ready for the start of term

You need to be here by the start of Week One, which begins on **Monday 23 September**. Details of your first session will be included in your registration email, so add that to your calendar as soon as you get it. This may be when you enrol, or an introductory session where you will be told what's happening later in the week.

### Free meet and greet service

To help the final stages of your journey go smoothly you can register for our service at the Bournemouth Travel Interchange on **19 - 22 September** or at Heathrow Airport (London) on **21 and 22 September**. Find out more about booking these services, and getting here, at: [www.bournemouth.ac.uk/meet-and-greet](http://www.bournemouth.ac.uk/meet-and-greet)

### Organise your finances

If you haven't already done so, now is the time to apply for a Master's loan, maintenance grants, bursaries and scholarships you may be eligible for. [www.bournemouth.ac.uk/pgr-funding](http://www.bournemouth.ac.uk/pgr-funding)

### Familiarise yourself with our emergency number

It's important you know how to get help if you find yourself in an emergency situation. If you are on a BU campus, you should call 01202 962222. If you are not on campus, then call 999 for an ambulance, the police, the fire service or the coastguard.

For more detailed information see our website: [www.bournemouth.ac.uk/belongatbu](http://www.bournemouth.ac.uk/belongatbu)

What are you waiting for?  
Your BU experience starts here  
**#belongatbu**

Questions?  
Contact AskBU  
[www.bournemouth.ac.uk/student/askbu](http://www.bournemouth.ac.uk/student/askbu)



# Living

Your new home from home – a place to relax. It’s also going to be the backdrop to some amazing memories with new friends and experiences, so let’s help you get off to a good start!

## Organise your accommodation

If you have chosen to live in BU accommodation, most of you will arrive in Bournemouth from **19 -22 September 2019**. Apart from Okeford House - a postgraduate-only residence – our halls are shared with undergraduates, although you may be offered studios or postgraduate-only flats at the time of booking. If you haven’t arranged your accommodation yet, contact our Residential Services team now to find out what your options are, including private rental: [www.bournemouth.ac.uk/accommodation](http://www.bournemouth.ac.uk/accommodation).

## What to bring

Rooms are equipped with furniture, a bed (with mattress), storage, a desk and a chair, while the communal areas have the main appliances you’ll need. Check what’s provided if you’re renting privately, but really all you should need to bring are the essentials: clothes, bedding, toiletries and towels. Many students find it easier to go shopping with their new housemates to get cooking utensils, toasters, crockery and cutlery.

And even though you have done this before, it’s still a good idea to pack a few mementos from home too – putting some photos on your pin board and making your bed as soon as you arrive will help make your room feel more homely on your first night, and cooking one of your favourite recipes can give you a taste of home.

## Moving in

From early September, you can go online to book the date and time you’d like to move in and complete an online accommodation induction to make sure you have all the information you need.

This is a busy time so please keep to your moving-in time to help us manage the flow of people or let us know if your plans need to change. Check page 5 for information on getting here and to register for the best meet and greet service for you.

## ResLifeBU

ResLifeBU is all about creating a friendly and supportive community in BU-managed halls and UniLet houses so you can meet new people and make the most of your time here.

Our ResLifeBU Assistants are current students living and working in your halls or local area. They all had different experiences when they started at BU so have a good idea of what you will be going through!

The team will organise lots of social events throughout the year and you can contact them if you need advice on BU services or have any questions about your accommodation, or you can talk to our dedicated team of Welfare Co-ordinators.

Say hi to your ResLifeBU Assistants when you arrive – you won’t be able to miss them in their grey and orange T-shirts – and get a taste of what the team has lined up for you in the What’s on: ResLifeBU section of this guide.

## Living with others

We encourage you to create a relaxing environment in your home, which is why we promote mindful drinking, and organise lots of events from the moment you arrive. There will be lots of ways to get to know one another while you adapt to living together.

## Not in BU accommodation?

That’s ok! There will be lots of opportunities for you to meet people on your course and at social events. Read the Getting around and What’s on sections in this guide and look out for event information online.

[www.bournemouth.ac.uk/arrivals-events](http://www.bournemouth.ac.uk/arrivals-events)

### ResLifeBU on Facebook

Meet people and find out what’s happening on dedicated Facebook groups for each of our halls and UniLets. Follow [@BUResLife](https://www.facebook.com/BUResLife) on Facebook now, then search for your dedicated group once you know where you’ll be living.



  
@BUDoctoralCollege

  
@bournemouthuni

  
@bournemouthuni  
#belongatbu

**Our Faith & Reflection Service** offers a welcoming environment for students of all backgrounds, regardless of faith or beliefs, providing guidance and support throughout your studies. There is an open door policy and the space is accessible all year, even out of term time. There is space for reflection on both campuses and you'll also find an Islamic Prayer Room with wash facilities, and a Kosher kitchen, on Talbot Campus. The team run social events and workshops throughout the year and it's a great place to meet new people at the start of term.

**Be a learning partner**

Studying at university is a mutual, active partnership and you're a very important part of that partnership. By working together professionally and respectfully we can achieve our goals, so we've created a Student Charter to help you understand how that works. Following the Charter means you will get the best out of your experience at BU. Read it now at: [www.bournemouth.ac.uk/student/charter](http://www.bournemouth.ac.uk/student/charter)

**Stay up to date**

Once you're here, we'll typically communicate important information via your BU email, so please check this daily. You will usually receive helpful course information and updates in Brightspace, as well as in person.

**Be good neighbours**

Being considerate neighbours makes life more enjoyable for all. Small things, like taking the time to get to know your neighbours when you move in, keeping the outside of your property tidy, organising your rubbish, and considering others when planning social events at home, will make a big difference. If you have any concerns about your relationship with your neighbours you can speak to your ResLifeBU team or the SUBU Community Wardens.

return, we expect you to be equally respectful of others. For support and advice related to diversity and equality, visit: [www.bournemouth.ac.uk/diversity](http://www.bournemouth.ac.uk/diversity)

# Belong

**You, and thousands of other excited people, are preparing for your journey to BU, and a whole new life in Bournemouth. You're all now part of our community of students, academic staff, support staff, partners and visitors. That won't change even when you graduate – our former students stay in touch and often come back to share what they've learned.**

**Be good to each other**

We believe that you deserve to be respected by other students and staff, whatever your background, beliefs, values or lifestyle choices. In

## Happy and healthy

Having a healthy, balanced lifestyle is the key to success, so making the most of social and extra-curricular activities, taking time to relax, and eating and sleeping well are just as important as your studies. Here are some of the ways we try to give you the perfect launchpad for success.

We have a wide range of services and support aimed at boosting your resilience, improving your wellbeing and managing your mental health. Look out for details when you get here.

### AskBU

The team are there to help with the practical side of student life, covering finance, academic processes, replacement ID cards, accessing BU systems and much more. They can also help identify the best support service for your personal and wellbeing needs too. You'll find the team on both campuses and you can call or email them before you arrive if you have any questions. Check page 41 for details.

### Health and fitness

Being active isn't just about competing in sport. It's about keeping fit in body and mind, staying healthy and giving you another way to meet people. Going for a walk, practising mindfulness,

planning a balanced diet and establishing a good sleep routine will help you stay calm and in control.

Talk to SportBU and Student Wellbeing for more information when you're here.

### Mindful drinking

We want you to have an amazing time and immerse yourselves in the excitement of the start of term. As part of this we encourage the concept of mindful drinking – being aware of others around you who do not drink alcohol, considering what you're drinking, how much and why (if you are!) as well as taking the space to pause, reflect and take control of your actions. There will be lots of alcohol-free events as well as a choice of alcoholic and non-alcoholic drinks at our social events for new students.

### Our Student Wellbeing service


This is provided in partnership with our local NHS Foundation Trust. We offer free support including drop-in sessions, individual guidance and counselling. Find the team in Talbot House, Talbot Campus.


# Happy and healthy

You're not just coming to Bournemouth to study. You're also coming here to live. When you are happy and healthy, we don't think anything can hold you back!



## Some practical health advice

 **Register with a doctor:** There's a Medical Centre on Talbot Campus you can register with, or look for a GP close to where you'll be living. Bring any medicines you need for your first month so you have time to register with a doctor and get your prescriptions in place. [www.nhs.uk](http://www.nhs.uk)

 **Register with a dentist:** You'll have to pay for dental treatment, even under the NHS, but may be entitled to assistance as a student. Check the NHS website for details of local dentists. [www.nhs.uk](http://www.nhs.uk)

 **Immunisations:** Living in student accommodation and studying on campus means you'll be in close contact with a lot of people. This allows viruses to spread quickly, so remember to eat healthily and to protect yourself from more serious illnesses by visiting your doctor before you arrive to be vaccinated against measles, mumps, rubella (MMR) and meningitis A, C, Y and W. [www.nhs.uk/conditions/meningitis](http://www.nhs.uk/conditions/meningitis)



**SUBU Advice:** Your Students' Union offers free and confidential advice on academic issues, finances, housing, personal issues and employment. This service is independent from the university and there to support you, and based in the Student Centre, Talbot Campus and Bournemouth House, Lansdowne Campus. [www.subu.org.uk/advice](http://www.subu.org.uk/advice)





We're here to help you learn. Whether you are continuing your studies after your last degree, or returning to education from the world of work, we'll support your transition to postgraduate study.

### Week One: 23-27 September 2019

This is when you will enrol, get your ID card and officially become a BU research student!

You'll also attend the PGR induction this week, an interactive session that provides you the opportunity to meet fellow postgraduate researchers and hear about the range of support on offer to help you throughout your research degree.

### Virtual learning environment: Brightspace

Brightspace is your virtual learning environment and can be accessed at any time and from anywhere. You will be able to access it once you have registered online for your course.

Here you'll find helpful resources such as reading lists and online journals. This is also where you'll receive regular updates from your faculty. To further support your study, Brightspace also provides access to a range of useful resource areas such as Study Skills, IT Learning Centre and Languages@BU, all available from the homepage under Library & Study Support.

### 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 our Additional Learning Support (ALS) team so they can advise on the most appropriate support for you, including potential funding benefits. The team can support you to learn strategies that will empower you to achieve and develop your learning skills as well as provide access to useful resources. The sooner you contact them, the sooner they can start preparing your support.

[www.bournemouth.ac.uk/als](http://www.bournemouth.ac.uk/als)

### Induction

As part of your induction to BU you'll meet your supervisor as well as take part in sessions with your faculty and the Doctoral College. You should expect monthly meetings with your supervisor as well as access to optional workshops to support your work and development.





### Study support

Our Researcher Development Programme (RDP), organised by the Doctoral College, will help you develop and obtain the skills and knowledge needed to complete your research degree, as well as transferable skills and attributes needed for your longer-term career ambitions.

We also offer research study skills drop-in sessions throughout the year.

### Dedicated study spaces

We have libraries on both campuses with spaces for group work, silent study and computer access.

On Talbot Campus you'll find a dedicated postgraduate study area on the 1st floor of The Sir Michael Cobham Library, with bookable study booths for group work, and a separate silent study area. There are also silent study areas on all floors, open to all students.

At the Lansdowne Campus, the Bournemouth House Library has group and silent study spaces, open to all. Students on our Legal Practice Course (LPC) can also access a dedicated library on the 1st floor of the Executive Business Centre.

### IT Services

We provide free WiFi on campus, in our halls and on our UNIBUS service so you can stay connected wherever you are. You'll also be able to download and use Microsoft Office 365 for free on up to five personal devices while you're a student here, and any specialist software you need for your course will be available on PCs in dedicated areas. If you don't have a desktop or laptop, that's ok. We have a 24/7 open access centre on each campus, our libraries have PCs and large study booths for group work, and we run a laptop loan scheme so you can borrow a MacBook Air for up to four hours at a time.

[www.bournemouth.ac.uk/little-book-of-it](http://www.bournemouth.ac.uk/little-book-of-it)

### IT Learning Centre

Benefit from classroom-based digital skills workshops and drop-in support clinics to develop your skills for your studies, research and the workplace. Workshops run throughout the year, covering topics from Microsoft Office and statistics software to Adobe Creative apps like Photoshop. These workshops can contribute to Global Talent Programme awards (see page 19) and lead to a Microsoft Office Specialist certificate. Find more information in the Library & Study Support area of Brightspace and follow @BUILearning on Twitter.

## Get ahead... stay ahead

Everything we do is about giving you an advantage when it comes to progressing your career. That work starts from the day you enrol, and there are lots of ways you can stay ahead of the game while still focusing on your studies.

### Researcher Development Programme

The Researcher Development Programme offers over 150 workshops, online modules, video resources and interactive webinar series specifically for research students' professional, personal and research development: [www.bournemouth.ac.uk/researcher-development](http://www.bournemouth.ac.uk/researcher-development)

### Careers fairs

In October we'll be hosting a part-time jobs fair to help you find flexible work. We also host a large recruitment fair each year where local, national and international employers come to BU to discuss your options for after you graduate – a great way to make contacts within the industry you want to join, and gain valuable help and advice.

### MyCareerHub

This is our online hub of careers resources, event information and a job search site with hundreds of part-time, vacation, placement and graduate employment opportunities. You can also use it to find details of visits from people and companies that can boost your employability.

### CV and careers appointments

We offer one-to-one appointments with our professionally qualified careers advisers to discuss your CV and career plans – either in person at our Careers Centre, by phone or video call. The team are there to help you formulate job-hunting strategies, practise mock interviews and assessments, improve your CV, and advise you about working abroad.

### Skills workshops

From the start of term we run careers workshops that focus on helping you develop the skills employers are looking for, as well as more practical things like interview technique. You'll find out more once you arrive.

Get ahead...  
*stay ahead*

# We're good sports



## We're good sports

Whether you're a top athlete or just want to keep fit and active, SportBU can help. It's also a great way to meet new people. With campus leagues, clubs and courses, a fully-equipped gym, group fitness classes, great membership rates and a dedicated performance sports programme for our athletes, we're confident you'll find at least one activity to get involved with.

### Facilities

Our sporting facilities include a fitness suite, four-court sports hall, two all-weather floodlit 3G artificial pitches and two natural-turf football pitches. You'll also find a spin studio, two dance studios, a high-performance training suite and treatment rooms for massage and physiotherapy, as well as showers, changing rooms and lockers.

### Campus Sport

Sport is a great way to unwind and meet people. Whether playing a sport you already love or trying something new, Campus Sport offers you the chance to get active. Take part in social sport sessions like badminton, basketball or netball with groups of like-minded people. Join one of our Campus Clubs, where you will be supported by a qualified coach (and potentially progress to our performance sports team) or enter one of our Campus Leagues – the perfect challenge for the more competitive types! We also run Campus Courses in martial arts and dance styles, which run for six or nine weeks throughout the year.

### Membership

SportBU offers classes and campus sport activities on a pay-as-you-go basis, or you can sign up to a variety of membership types. Check out their website for more details.

### Performance Sport

Scholar athletes excel and grow through our comprehensive sports programme, competing as part of TeamBU against other universities around the UK in the British Universities and Colleges Sport (BUCS) competition.

At the time of going to press, BU was in 23rd position in the BUCS league and we're represented in national and regional competitions by over 55 teams in 21 sports, as well as numerous individual disciplines.

Our performance sports programme is supported by partnerships with local professional and semi-professional clubs, including AFC Bournemouth and the West Hants Tennis Club. Teams are led by experienced and qualified coaches and train at least once a week. Athletes also have access to fitness and physical development training. Check below for trial information.



### Performance sport trials

Try out for TeamBU from 29 September – look out for full listings at [www.bournemouth.ac.uk/performance-sport](http://www.bournemouth.ac.uk/performance-sport)

Check out the **What's on** pages to see what SportBU have organised for the start of term. [www.bournemouth.ac.uk/sportbu](http://www.bournemouth.ac.uk/sportbu)



**Our campuses are vibrant, fun spaces where there's always something going on and our music and arts offerings are central to that.**

### University Music

We've teamed up with our neighbours at the Arts University Bournemouth to create University Music, meaning you have more ways to get involved with music than ever before – and a wide range of incredible music to listen to on campus and at concerts as well!

[www.bournemouth.ac.uk/music](http://www.bournemouth.ac.uk/music)

### Choir

We rehearse and perform major works from the choral repertoire with professional orchestras and soloists of international repute. We've performed works such as Handel's *Messiah*, Poulenc's *Gloria* and Bach's *St Matthew Passion*.

### Chamber Choir

Aimed at singers with some experience and sight-reading ability, we rehearse and perform more challenging choral repertoire from the sixteenth century to the present day. We regularly sing in Winchester Cathedral, Christchurch Priory and St. Peter's Church in Bournemouth and each year perform an opera in Poole's historic Guildhall.

### Musical Theatre Choir

If you love belting out (or listening to) the songs from the shows, then our newly-formed Musical Theatre Society is right up your street. A wide variety of music from shows and musicals is performed throughout the year. The choir is open to everyone – beginners welcome!

### Big Band

The Big Band is one of our longest-standing ensembles and has a great reputation, performing regularly in venues throughout the region.

### Orchestra

Populated by experienced instrumentalists, our orchestra explores a wide repertoire through regular concert performances.

### Art at BU

During your time at BU you will discover that we like to challenge you to explore your creative capabilities inside and outside of the lecture theatre. Students, staff and the local community can all enjoy the art collections displayed on our campuses. We encourage you to get involved too by showing your own work in our temporary exhibition spaces and by trying something new in our Well-made Craft workshops.

[www.bournemouth.ac.uk/art-at-bu](http://www.bournemouth.ac.uk/art-at-bu)

### Art Galleries

At BU we pride ourselves on embracing a variety of artistic disciplines. The Atrium Gallery & Lees Gallery host and showcase work by staff and students as well as regional artists. For more info email: [atrium-gallery@bournemouth.ac.uk](mailto:atrium-gallery@bournemouth.ac.uk)

### Well-made Craft Workshops

Relaxed, student-only drop-in craft sessions provide an informal and welcoming space to take a break from academic pressures and instead make and take away your very own craft creations.

In these workshops you are encouraged to make things by hand, focusing on calming repetitive crafts skills that promote relaxation with a fun and social element that helps to improve your wellbeing.

Workshops take place on the ground floor of the Student Centre. Workshop topics, dates and times can be found here:

[www.bournemouth.ac.uk/well-made](http://www.bournemouth.ac.uk/well-made)

### Performing Arts

If you long to tread the boards, then SUBU's Performing Arts Society is worth investigating, with musicals and plays staged for the enjoyment of staff, students and local residents. Visit [www.subu.org.uk](http://www.subu.org.uk) to find out more.

# Art and music

If you are a keen singer or musician, then we are always looking for more people to join our choirs and musical ensembles. Whether you are a complete beginner or a seasoned performer, it's a great way to make new friends while having fun.

**Get off to a good start and organise your finances early. Loans from Student Finance England mean there's more support for postgraduate students than ever before, so make sure you apply for as much funding support as possible so you can focus on your studies and enjoy life here.**

### **Managing your money**

Studying as a postgraduate student is likely to mean a change in your financial circumstances, especially if you have been working since your last degree. Our online budgeting information will give you an idea of living costs to help manage your money.

[www.bournemouth.ac.uk/living-expenses](http://www.bournemouth.ac.uk/living-expenses)

If you've applied for financial assistance, you will usually receive the funds after you have enrolled on campus in Week One. We recommend you bring enough money to cover your expenses for the first few weeks.

If you are here on a PhD Studentship, you will be paid monthly, on the last working day of each month, starting in September. PhD students can also access doctoral funding for conferences and to promote your research.

### **Scholarships**

You should know by now if you automatically qualify for one of our scholarships, and there may be others you can still apply for.

[www.bournemouth.ac.uk/funding](http://www.bournemouth.ac.uk/funding)

### **Paying your fees**

You'll be asked to pay your tuition fees, or to tell us how your fees will be paid, when you register for your course online.

Read the Fees Policy on our website, which explains the rules about payment of fees. It's important that you understand how we decide how much money to refund you if you withdraw from your course for any reason. For more details read the Finance section of our online rules and regulations information.

[www.bournemouth.ac.uk/important-information](http://www.bournemouth.ac.uk/important-information)

### **Advice and support**

AskBU is there to help if you have any money worries before you arrive and throughout your studies. The team can advise on a range of financial queries from scholarships and Student Finance England to emergency or additional financial support.

For any queries about student finance, visit [www.bournemouth.ac.uk/student/finance](http://www.bournemouth.ac.uk/student/finance) or [www.bournemouth.ac.uk/pgf-funding](http://www.bournemouth.ac.uk/pgf-funding)

**We've put information about our rules and regulations in an agreement which was emailed to you with your offer letter. Access the current version using the web link below.**

The Student Agreement includes important information about your time at BU – for example, what happens if you're not able to submit an assignment, payment of tuition fees and more.

When you accept an offer from BU, you're agreeing to our Student Agreement, and when you register for your course online, you'll be asked to confirm that you have read, understood and agree to it. We may have updated our Student Agreement since you first saw it, so make sure you check it when prompted.

Download a copy and find out more online:  
[www.bournemouth.ac.uk/important-information](http://www.bournemouth.ac.uk/important-information)

We may have also updated information about your course since you first applied or accepted our offer. Please check the latest information online before registering for your course at [www.bournemouth.ac.uk/courses](http://www.bournemouth.ac.uk/courses)

### **Data protection**

We set out how we deal with your data at [www.bournemouth.ac.uk/dpa](http://www.bournemouth.ac.uk/dpa) and in our Student Privacy notice at [www.bournemouth.ac.uk/student-privacy](http://www.bournemouth.ac.uk/student-privacy)



# Getting around

**Bournemouth and Poole are vibrant places to live with lots to do. Wherever you're living, you'll find it easy to get around by bus, bike or on foot. The train, coach stations and international airport make it easy to explore further afield too.**



## By bus

Our UNIBUS service connects our campuses with Poole, Bournemouth and Boscombe, with the regular U1 service running between our Talbot and Lansdowne campuses, taking about 15 minutes.

Bus travel is free during Week One, giving you time to organise your bus pass – 'the key' – a smartcard ticket which you can use on all the UNIBUSES, as well as the local network by More Bus.

You'll also be able to access the bus timetable in our iBU mobile app. With USB charge points and free WiFi, our buses really do keep you connected in every way. Find out all you need to know about our UNIBUS service online:

[www.bournemouth.ac.uk/student/buses](http://www.bournemouth.ac.uk/student/buses)

## Key bus routes

**U1:** Dorchester House | Lansdowne | Cranborne House | Talbot Campus

**U2:** Poole | Park Gates | Branksome | Talbot Campus

**U3:** Southbourne | Pokesdown | Boscombe | Charminster | Winton | Talbot Campus

**U4:** Westbourne | Bournemouth | Cranborne House | Talbot Campus



## By bike

We're all about being green and being healthy, and cycling is a great way to do both. To make it easy, you'll find bike compounds in halls and around BU and discounted D-locks are available to purchase on either campus. We offer a bike loan scheme if you're not able to bring one with you, and for the uber-keen there are cycling clubs you can sign up to with SUBU and SportBU. 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](http://www.bournemouth.ac.uk/student/bug)



## Car parking

A limited number of permits are available for parking at the Talbot Campus if you meet certain criteria, and there is no parking at the Lansdowne Campus. No parking is available at halls, except for blue badge holders. But that's ok – with the train, bus and bike networks, travel to campus is easy. If you're on an NHS course, talk to your course support team for information on how to get to campus and your placement.

[www.bournemouth.ac.uk/student/parking](http://www.bournemouth.ac.uk/student/parking)



## The BU campuses

We are based on two campuses – Lansdowne in the town centre and Talbot just a 15-minute bus ride away. Campus maps are available at all of our receptions, and directions to both can be found online:

[www.bournemouth.ac.uk/maps](http://www.bournemouth.ac.uk/maps)

You'll also find a list of building addresses and postcodes to add to your GPS online too:

[www.bournemouth.ac.uk/building-addresses](http://www.bournemouth.ac.uk/building-addresses)

## A guide to BU room numbers

The first letter tells you which building the room is in, and the next letter or number tells you which floor. So, BG14 is on the ground floor of Bournemouth House and P403 is on the 4th floor of Poole House.

# Be safe

**As well as being an enjoyable part of the world to live in, Bournemouth is safe and welcoming too. But it's still a busy town and it's sensible to take precautions to keep yourself, your friends and your belongings safe.**

## Look after your stuff

We have an open campus policy, and encourage people in the local area to come onto our campuses and make use of our facilities. Please take care of your belongings at all times, and don't leave expensive or important equipment unattended.

In halls or UniLets, lock windows and doors – even if you're only going to the garden or flat next door. Use the bike compounds and a D-Lock. Mark valuable items with your postcode using an ultraviolet pen and register serial numbers for free at [www.immobilise.com](http://www.immobilise.com) – this will help the police return property to you if it is lost or stolen.

## Be clever online

We work hard to keep the BU community cyber-safe. There's a lot you can do too.

Keep your BU login details safe and don't share them. Back-up important files and update your software regularly. Think before sharing confidential data, set a password or passcode where you can and lock your screen before leaving devices. Remember, if it seems too good to be true, it probably is, so look out for potential fraud attempts like Student Loans scams, online tickets and vouchers, phishing emails and fake websites and counterfeit goods. For more advice visit:

[www.getsafeonline.org](http://www.getsafeonline.org)

## Police on campus

The Universities' Neighbourhood Policing Team (NPT) patrol the campuses, and work closely with police teams that patrol student residential areas to help keep the BU community safe. The NPT hold regular drop-in surgeries, they have an office at Talbot Campus where you can visit them and are available by email if you have any safety concerns – **see page 37** for details. You'll also be able to meet them at the Freshers' Fair on campus on **Saturday 28 September**.

## Emergencies and accidents

If you are on campus and need emergency assistance, it's important that you dial 01202 962222 so that BU staff can help the emergency services access the location easily and quickly. If you experience, or witness, an emergency off-campus, phone 999 and ask for an ambulance, the police, the fire service or the coastguard.



# Your Students' Union

The Students' Union at BU, SUBU, is a hub for you to engage in a whole array of experiences. You'll never get another time quite like this, so make the most of it!

Run by students, for students, SUBU exists to enhance your university experience, whether that's helping you make friends, getting your voice heard or taking part in life-enriching activities, societies and things to do. You automatically become a member of SUBU when you register as a BU student, which means you can get involved as soon as you start!

Find SUBU in the Student Centre on Talbot Campus, and Studland House, Lansdowne Campus. You'll always get a friendly welcome at SUBU, so pop in and say hi when you arrive.

### Activities and Volunteering

SUBU's biggest department is 'Activities' dedicated to bringing you a brilliant and broad range of clubs, groups and academic societies so you can pursue your interests with like-minded people. Volunteering gives you the opportunity to dedicate some time to a good cause – even if just for five minutes. There's also RAG – Raising and Giving – where you might find yourself hitchhiking abroad in the name of fundraising.

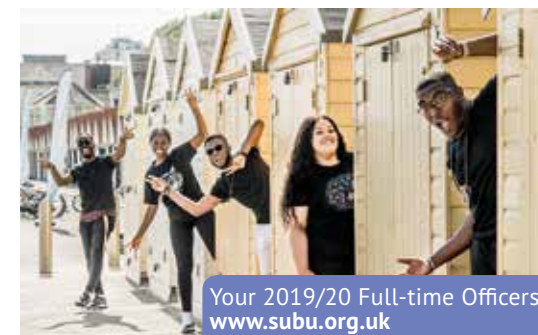
### Great events

The Old Fire Station (near the halls on the Lansdowne Campus) is SUBU's night-time venue for gigs, comedy, open-mic events and club nights. Dylan's Kitchen & Bar and The Engine Room are

SUBU's other outlets where you'll be able to enjoy day and evening activities. Check out the What's on section of this guide to see what's on during Week One and beyond.

### Leadership

SUBU offers many leadership opportunities to its members. You can run for election for a range of part-time officer roles. Or you can put yourself forward to be a course Student Rep, gathering feedback and presenting it to the university using an innovative online system.



### Advice

SUBU provides a free, independent and confidential advice service – check out the Happy and Healthy section of this guide for details.



# What's on SportBU

# SportBU

From the first day of term, SportBU's arrivals programme will give your brain some recovery time after learning so much new information.

These activities are great for all abilities and fitness levels, designed to keep you active and allow you to meet other people.

You can join in with group fitness classes like zumba, spinning and yoga, available throughout the day to work around your course induction sessions.

You'll also be able to enjoy free taster sessions from our Campus Sport programme, including pole fitness, self-defence, street dance and karate, as well as check out the gym and facilities with daily tours and find out about membership of SportBU.

### Sports volunteering

If you're really passionate about working with others, there will be sessions for you to find out more about SportBU's volunteering scheme, RELAYS, which provides opportunities to engage children, young people and adults from the local community in sport.

### TeamBU

BU is currently represented nationally and internationally by over 55 teams in 19 sports, as well as numerous individual disciplines. If you like to challenge yourself and want to earn your place in TeamBU, come along to our performance sports trials at the start of term. Find out more at: [www.bournemouth.ac.uk/performance-sport](http://www.bournemouth.ac.uk/performance-sport)



If you're a high-performing athlete, you may be eligible for a sports scholarship. [www.bournemouth.ac.uk/funding](http://www.bournemouth.ac.uk/funding)

### Start of term at SportBU

**21-27 September:** Free access to the gym and classes activities for a day.

**30 September-11 October:** Free Campus Sport sessions.

**29 September-4 October:** Try out at a Performance Sports Trial to earn your place in #TeamBU.

## Highlight events



**Monday 30 September** and on-going Try a varied range of free activities including self-defence, boxing and pole fitness.



**Colour Run**  
**Wednesday 2 October**  
A short run where you'll be doused in paint with a touch of fun.



**Campus Sport Fayre**  
**Wednesday 9 October,**  
Talbot Campus  
Free giveaways, discount vouchers, adventure course offers and competitions.

# What's on Students' Union

SUBU provide loads of opportunities for you to try something new and meet new people, from beach cleans, volunteering, daytime socials, live music and club nights to joining or forming social and academic societies and organising your own events through our campaign teams.

## SUBU socials

SUBU offers a number of social events for mature students, students with dependants and anybody else who is looking for an alternative introduction to BU – check the the online events guide for things like beach walks and dine-outs.

[www.bournemouth.ac.uk/arrivals-events](http://www.bournemouth.ac.uk/arrivals-events)

## Trips and tours

If you love exploring, SUBU runs a range of exciting tours to beautiful cities like Bath and Oxford as well as world heritage sites like Stonehenge and the Jurassic Coast. Trips start from Week One and are a great way to see some amazing places with your friends!

[www.subu.org.uk/tripsandtours](http://www.subu.org.uk/tripsandtours)

## Beyond Week One

Our events are just getting started when you arrive, and also include campaigns such as Black History Month where the whole BU community enjoy a series of informative talks, debates and celebratory events. Later in the year our One World Festival brings together all cultures at BU, and is not to be missed!

[www.subu.org.uk](http://www.subu.org.uk)

## We Are Freshers events

We Are Freshers is a big festival of gigs, club nights and entertainment staged predominantly in The Old Fire Station. The events start from the moment you arrive, and there are different event packages for all budgets. You can buy wristbands from SUBU, giving you access to 'We Are Freshers' events and most options include an NUS TOTUM discount card in your pack which helps you save loads of money all year.

Click and collect: [www.wearefreshers.com](http://www.wearefreshers.com)



## We Are SUBU

Your guide to what's on offer in your Students' Union. Read it from cover to cover – you'll be surprised just how much goes on.

## Dylan's Kitchen & Bar

Our on-campus bar puts on regular socials such as quizzes and karaoke launching in Week One – a good choice if you want an earlier night.



Voted the UK's Best Freshers' Fair this is a must for your calendar! Based on Talbot Campus, you can use the buses or enjoy a stroll to campus to claim your freebies and much, much more!

# Notes

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# Useful phrases

**We use a lot of terms and phrases that are unique to BU. Here's a helpful guide to the most common phrases and acronyms you're likely to encounter.**

**ALS:** Additional Learning Support – read the Study section in this guide for how the team can help.

**Campus Sport:** Programmes, activities and opportunities for all levels of abilities.

**Code of Practice for Research Degrees (CoP):** This sets out all the policies, procedures and guidelines relating to research degrees for PGRs, Supervisors and Examiners to facilitate successful completion of the research degree within the appropriate timeframe.

**DC:** Doctoral College – has a central role in supporting our PGR community with a focus on improving PGR student experience; delivering professional and personal development for PGRs and raising the quality assurance of our research degrees.

**DDRPP:** Deputy Dean (Research and Professional Practice) – has responsibility for PGRs within each faculty Doctoral School.

**EBC:** Executive Business Centre – this is a learning space at the Lansdowne Campus, mainly used by postgraduate students on Faculty of Management courses.

**Faculty:** This is the title used for the four main academic areas of BU, and your course will be aligned to at least one of them – possibly two if you're studying a joint honours course.

**Faculty Doctoral School:** This is the focus for PGR activity in the four faculties.

**FM:** Faculty of Management.

**FMC:** Faculty of Media & Communication.

**HoD:** Head of Department – this is a member of staff who oversees the management of your course.

**HSS:** Faculty of Health & Social Sciences.

**IAT:** International Admissions Team – many of you will have applied via this team.

**LLS:** Library and Learning Support – this team organises a range of study support such as PAL and the Study Skills community.

**NUS:** National Union of Students.

**OAC:** Open Access Centre – computer labs that are open 24 hours a day, 7 days a week. There's one in Poole House, Talbot Campus and another in Studland House, Lansdowne Campus.

**PGR:** Postgraduate Research level of study e.g. PhD.

**PG RA:** Faculty Doctoral School Postgraduate Research Administrator - your prime point of contact for advice and support during your postgraduate research studies.

**RDS:** Research Development & Support office – this team provides support to all research and knowledge exchange activity at BU.

**REF:** Research Excellence Framework – UK's system which assesses the excellence of research in higher education institutions.

**SciTech or FST:** Faculty of Science & Technology.

**Student Handbook:** This will be given to you when you enrol and contains course information for your current year of study.

**SUBU Elected Officers:** BU graduates or current students elected by the student body to represent student views to the university - sometimes referred to as 'Sabbs' as the role can be done as part of a sabbatical year.

**SUBU:** Students' Union at Bournemouth University.

**URDC:** University Research Degrees Committee.

**VC:** Vice Chancellor – the title of the head of university. Your VC is Professor John Vinney.

# Contacts

## Additional Learning Support

**Telephone:** +44 (0)1202 965663  
**Email:** als@bournemouth.ac.uk  
**www.bournemouth.ac.uk/als**

## AskBU

**Telephone:** +44 (0)1202 969696  
**Email:** askBU@bournemouth.ac.uk  
**www.bournemouth.ac.uk/askBU**

## Careers & Employability Service

**Telephone:** +44 (0)1202 961663  
**Email:** careers@bournemouth.ac.uk  
**www.bournemouth.ac.uk/careers**

## Doctoral College

**Telephone:** +44 (0)1202 968255  
**Email:** doctoralcollege@bournemouth.ac.uk  
**www.bournemouth.ac.uk/doctoral-college**

## Emergency Services

**Fire, Police, Ambulance and Coastguard services**  
**Off-campus:** 999  
**On-campus:** 222 or +44 (0) 1202 962222  
**Non-emergencies off-campus:** 101

## Equality & Diversity Adviser

**Telephone:** +44 (0)1202 965327  
**Email:** jmpkay@bournemouth.ac.uk  
**www.bournemouth.ac.uk/diversity**

## Faith & Reflection Service

**Telephone:** +44 (0)1202 965383  
**Email:** faithandreflections@bournemouth.ac.uk  
**www.bournemouth.ac.uk/faith-reflection**

## Language Support

**Telephone:** +44 (0)1202 965300  
**Email:** pbarnes@bournemouth.ac.uk

## Library subject-specialist advice email addresses

**Faculty of Health & Social Sciences:**  
HSSlibteam@bournemouth.ac.uk

**Faculty of Management:**  
FMlibteam@bournemouth.ac.uk

**Faculty of Media & Communication:**  
FMClibteam@bournemouth.ac.uk

**Faculty of Science & Technology:**  
Scitechlibteam@bournemouth.ac.uk

## Medical Centre

### During term-time

**Telephone:** +44 (0)1202 965378

### Outside term-time

**Telephone:** +44 (0)8444 772416

## Nursery

**Telephone:** +44 (0)1202 965576

**Email:** talbotwoods@brighthorizons.com

## Police on Campus – Universities' Neighbourhood Policing Team

**Telephone:** 101 (and ask for Universities NPT)  
**Email:** police@bournemouth.ac.uk

Follow on Facebook, Twitter and Instagram:  
**@UniversitiesNPT**

## Postgraduate Research Administrators (RA)

**Faculty of Health & Social Sciences:**  
FHSSresearch@bournemouth.ac.uk

**Faculty of Management:**  
FMresearch@bournemouth.ac.uk

**Faculty of Media & Communication:**  
FMCresearch@bournemouth.ac.uk

**Faculty of Science & Technology:**  
Scitechresearch@bournemouth.ac.uk

## Residential Services

**Telephone:** +44 (0)1202 961671

**Fax:** + 44 (0)1202 965025

**Email:** accommodation@bournemouth.ac.uk  
**www.bournemouth.ac.uk/accommodation**

## Student Wellbeing

**Telephone:** +44 (0)1202 965020

**Email:** studentwellbeing@bournemouth.ac.uk  
**www.bournemouth.ac.uk/student/wellbeing**

## SUBU Advice

**Telephone:** +44 (0)1202 965779

**Email:** subuadvice@bournemouth.ac.uk  
**www.subu.org.uk/advice**