

Booking Form

To book a place please complete this form, or alternatively to book a place online please visit www.ncl.ac.uk/partners/heatconference

I would like to reserve a place on the Higher Education Advisers and Teachers Conference, Thursday 3 December 2009

YOUR DETAILS

Name: _____ Position: _____

School/College/Organisation name: _____

School/College/Organisation address: _____

Tel: _____ Fax: _____

Email: _____

BREAKOUT SESSION CHOICES (please indicate A, B or C etc)

Session 1 (first choice): _____ Session 2 (first choice): _____

Session 1 (second choice): _____ Session 2 (second choice): _____

We will try to allocate you to your first choice(s) of session however, as space is limited in some of the sessions, we may need to allocate you to your second choice.

SPEED UPDATING CHOICE (please indicate Group A or Group B)

Group: A B

ADDITIONAL INFORMATION:

Do you have a disability or medical condition? Yes No

If 'yes', please provide further details and any individual access/support requirements which you may require in relation to this event:

Please indicate if you have any specific dietary requirements:

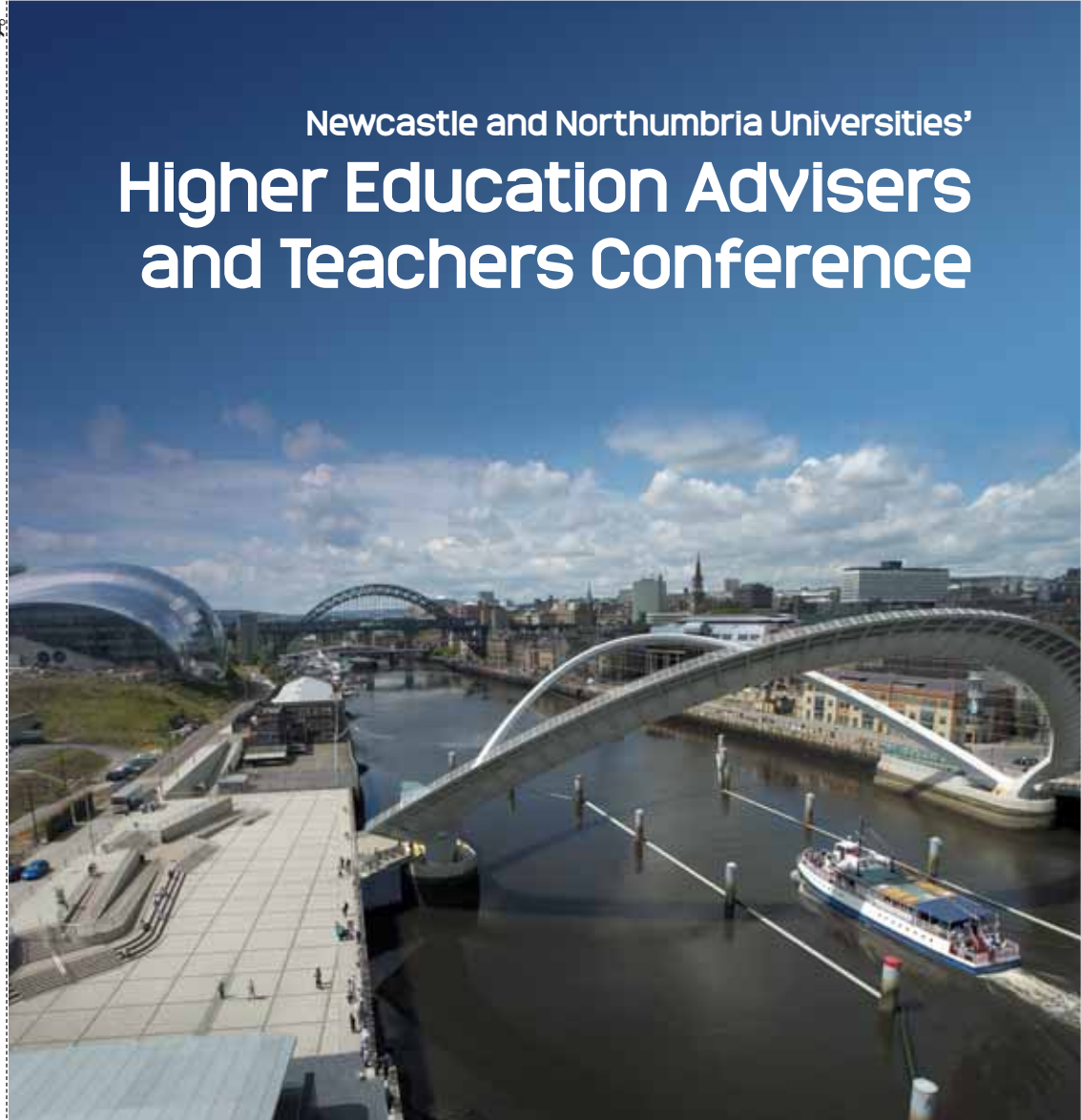
Please tick if you are happy for your email address to be shared with other delegates

If you have any colleagues who would also like to attend the event, please photocopy this booking form as required.

PLEASE RETURN COMPLETED REPLY SLIP(S) BY FRIDAY 13 NOVEMBER TO:

HEAT Conference, Student Recruitment Team
Marketing and Communications Directorate, Newcastle University
King's Gate, Newcastle Upon Tyne, NE1 7RU

Newcastle and Northumbria Universities' Higher Education Advisers and Teachers Conference



Thursday 3 December 2009
King's Road Centre, Newcastle University



This is a joint event run by Newcastle and Northumbria Universities that aims to inform delegates about topical issues relating to progression to HE. The Conference is aimed at teachers, tutors, Aimhigher and Connexions colleagues and other professionals involved in the provision of advice and guidance to students.

Provisional Programme

9.00am	Registration
9.30am	Welcome and introduction
9.45am	What's New? An update on recent developments and changes at both universities
10.30am	Breakout session 1 (delegates to select from list)
11.15am	Refreshments
11.30am	Breakout session 2 (delegates to select from list)
12.15pm	Speed Updating – by subject area* Academic staff from Newcastle and Northumbria Universities talk informally about their subject area, entrance requirements, the personal statement and confidential reference, and career destinations for their students.
	Group A: Architecture/Town Planning, Dentistry, Education, Engineering, Medicine, Nursing/Midwifery
	Group B: Business, Computing Science/ICT, Forensic Science, Law, Marine Technology, Media Communication & Cultural Studies/Journalism
1.15pm	Lunch
2.00pm	Speed Updating – by subject area* (continued)
3.00pm	Closing comments
3.15pm	Close

*Subject to staff availability on the day

Breakout Sessions

Delegates should indicate on the booking form their first and second choice for each Breakout Session.

Breakout Session 1

A. ASPIRATION RAISING ACTIVITIES

A look at the programme of aspiration and awareness raising activities run by Newcastle and Northumbria Universities. Perfect for new staff!*

B. PARTNERS

A detailed update on PARTNERS at Newcastle University, including information on the PARTNERS Programme Supported Entry Route, The Guaranteed Offer Scheme and specific scholarships and prizes available for PARTNERS students. The session would be ideal for delegates new to their roles or those who are looking to refresh their knowledge of PARTNERS.*

C. STUDENT FINANCE

Detailed information on financial support for students, including an overview of bursaries and scholarships available at the two universities.

D. UCAS REFERENCE WRITING

Hints and tips on writing UCAS references, with an insight into what information Admissions Selectors are looking for.

E. WORKING WITH MATURE STUDENTS

Information on the opportunities and support available for Mature Students at both Universities.

**Please note that due to funding, these projects/events are only available to certain schools/colleges.*

Breakout Session 2

F. ASPIRATION RAISING ACTIVITIES

A look at the programme of aspiration and awareness raising activities run by Newcastle and Northumbria Universities. Perfect for new staff!*

G. GRADUATE DESTINATIONS

University Careers Staff will provide insight into graduate destinations, opportunities for new graduates, and the latest facts and figures from the national and regional job markets.

H. STUDENT ASSOCIATES/STUDENTS INTO SCHOOLS/AIMHIGHER ASSOCIATES

The two universities work together to provide schools with Student Associates, Students into Schools Student Tutors and Aimhigher Associates – find out how your school could benefit and how to use the students to the best effect for raising aspirations!*

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J. UCAS REFERENCE WRITING

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K. WORKING WITH DISABLED STUDENTS

Find out about events D/deaf and disabled students can get involved in at the Universities, and the support available to those who wish to apply to either university. This session will also cover elements of the CPD opportunities for advisers.