

2023-24 Induction Timetable

The following induction activities will take place during the week beginning 18th September ahead of the start of teaching. They are designed to help you settle into your studies at Newcastle and to make contact with staff and students from your programme.

You can access [campus and city maps](#) online. Please use the 'University Map Reference' key to locate any buildings you are required to go to.

TIME	ACTIVITY	ATTENDANCE INFORMATION
MONDAY 18th SEPTEMBER		
9:00 – 10:00	Welcome to the Department of Planning & Urban Design	MED.David Shaw LT Cookson Building (University Map Ref: 59, 60)
12:30 – 13:30	Meet "Parent" Mentors	AUP Stage 2 Studio, HDB.5.38 Henry Daysh Building (University Map Ref: 32)
TUESDAY 19th SEPTEMBER		
13:00 – 14:00	Stage 2 Introduction	AUP Stage 2 Studio, HDB.5.38 Henry Daysh Building (University Map Ref: 32)
14:00 – 14:30	Meet Personal Tutors	Location to be confirmed. Your Personal Tutor may contact you directly.
14:30 – 15:00	Careers Service Refresher	Accessed via MyCareer Online
WEDNESDAY 20th SEPTEMBER		
10:00 – 12:00	Design Welcome All Design Programmes	Accessed via YouTube Online
THURSDAY 21st SEPTEMBER		
9:30 – 11:30	Visit City Centre Building Site Newcastle City Centre Regeneration project. <ul style="list-style-type: none"> ▪ With Armelle Tardiveau and Loes Veldpaus 	Meet at ' The Blue Carpet ' Laing Art Gallery NE1 8AG
12:30 – 14:30	Stage 2 'Parent' Mentors to join Stage 1 Trip	AUP Stage 2 Studio, HDB.5.38 Henry Daysh Building (University Map Ref: 32)
15:30 – 17:00	Equality, Diversity & Inclusivity Lecture <ul style="list-style-type: none"> ▪ With Prof. Yasminah Beebeejaun 	Curtis Auditorium Herschel Building (University Map Ref: 17, 18)

Induction Guide

For useful information ahead of your arrival at Newcastle, please visit our [Before You Arrive](#) webpage.

In addition to the induction activities noted on your timetable, please complete the following by **Friday 22nd September 2023**:

- **Registration**

Instructions on how to register will have been sent to the personal email address you included in your application. Provisionally registering before you arrive will save you time when you get to University. For further details please visit our [Start Your Registration](#) webpage.

The system used for registration (S3P) is also where you can keep your details up to date (e.g. change of address), produce standard University documents and notify the University of any absence from study.

- **Collect your University Smartcard**

For information on getting your smartcard please visit our [Complete Registration](#) webpage.

For students who require access to the Architecture Building or Building Science, your smartcards will be updated during the induction weeks to provide authorisation. If you are still unable to access the buildings by Monday 9th October 2023 please email the School Reception at APLReception@ncl.ac.uk.

Campus and the Robinson Library

The [University Library](#) will be a useful resource during your time at Newcastle. Subject specific information is available through the [APL Library Guide](#).

Using the online [campus and city maps](#), you may like to make note of the following buildings:

- Ref 27 Architecture Building (Main School Reception)
- Ref 32 Henry Daysh Building (Administration Office, Level 5)
- Ref 28 Building Science
- Ref 35 Robinson Library
- Ref 1 King's Gate (Student Services hub)

You may also wish to download the free [Newcastle University App](#) which provides access to maps, your digital smart card, library account and other useful tools.

If you experience any difficulties or have any questions, please contact your **Learning & Teaching Administrator, Hania Klepacka** (hania.klepacka@newcastle.ac.uk) for assistance.