

## 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
<b>MONDAY 18<sup>th</sup> SEPTEMBER</b>		
9:00 – 10:00	<b>Welcome to the Department of Planning &amp; Urban Design</b>	MED.David Shaw LT <b>Cookson Building</b> (University Map Ref: 59, 60)
<b>THURSDAY 21<sup>st</sup> SEPTEMBER</b>		
15:30 – 17:00	<b>Equality, Diversity &amp; Inclusivity Lecture</b>  ▪ With Prof. Yasminah Beebeejaun	Curtis Auditorium <b>Herschel Building</b> (University Map Ref: 17, 18)
<b>FRIDAY 22<sup>nd</sup> SEPTEMBER</b>		
15:30 – 17:00	<b>PGT Afternoon Tea</b>	Gallery <b>Architecture Building</b> (University Map Ref: 27)

---

## 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 22<sup>nd</sup> 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 9<sup>th</sup> October 2023 please email the School Reception at [APLReception@ncl.ac.uk](mailto: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](mailto:hania.klepacka@newcastle.ac.uk)) for assistance.