Welcome to Chichester College

Dear Student

Thank you for choosing to study Level 3 Electrical Installations (Evening). I am the study programme leader and look forward to working with you over the next year.

Below are the steps you need take, prior and on the day your course starts.

Prior to starting your course (by 1st Sept 2023):

Step 1 - Pay a compulsory supplement of £25 via our online shop for PPE for workshops, software and a contribution to materials you will use on this course. Please scan the QR code opposite or click the link below:
Construction PPE Pack - Evening Course | CCG Online Store (chichester.ac.uk)

If you require finance assistance, please see the links to Student Finance on the next page.

Step 2 - You will need to provide your own steel toe-capped boots or shoes to be allowed into the workshops.

Step 3 - Ensure you have registered with JustPark for a permit - please see the original email that was sent with this letter.

Course details

Course Code: CCON029E1B

Duration: Sept '23 to June '24

Attendance: 2 evenings per week

Campus: Chichester

Contact your Study Programme Leader

☎ **01243 786321 ext. 2213**

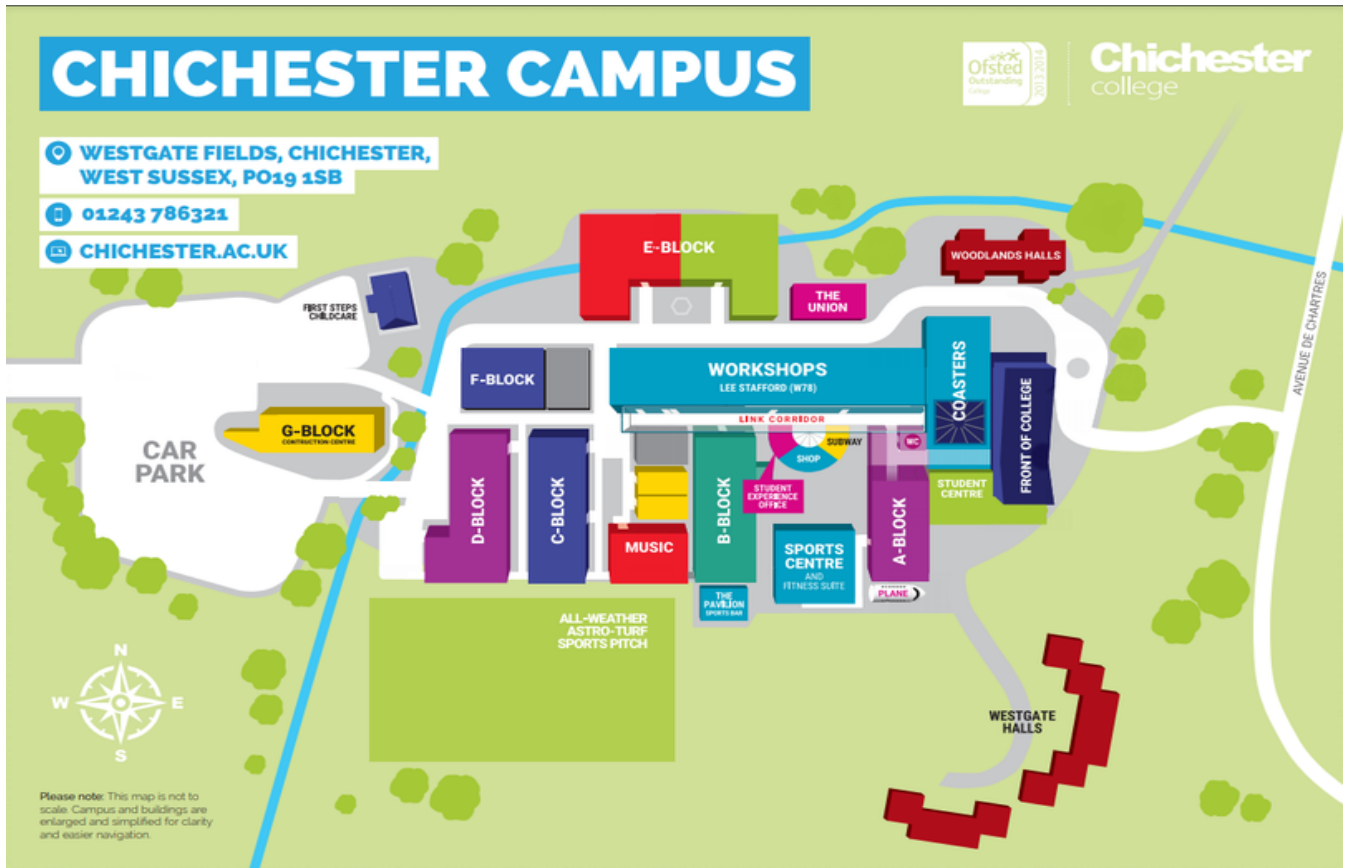✉ **matthew.leggatt@chichester.ac.uk**

Construction Evening Course

Week Commencing 4th September 2023:

The first few days of the course will be for induction and enrolment. **Timetables will not be available until this point.** This will give you the opportunity to get to know the other students on the course, as well as your lecturers and your student tutor.

Please ensure that on your first day you bring the following:

1. A pen, paper & file
2. If applicable, payment for your course/evidence of benefits
3. Any personal protective equipment in line with current government guidelines for the Education Sector

Please feel free to contact me with any questions you may have regarding the above and I will be happy to help. Best wishes,

Spike Leggatt   Study Programme Leader

Where will I be studying?

The course will take place within G Block at the Chichester Campus.

CHICHESTER CAMPUS

WESTGATE FIELDS, CHICHESTER, WEST SUSSEX, PO19 1SB

01243 786321

CHICHESTER.AC.UK

LEARNING SUPPORT GRANT ONLINE APPLICATION

☑ **STEP 1:**

Apply online -> **https://lsg.chichester.ac.uk**

☑ **STEP 2:**

Provide evidence of household Income/benefits and bank account details to the Student Finance Team by email to
Studentfinance@chigroup.ac.uk

SCAN ME

☑ **STEP 3:**

You will receive a confirmation email once your application is processed

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FOR QUERIES, CONTACT US

✉ studentfinance@chigroup.ac.uk

WHAT CAN THE LEARNING SUPPORT GRANT HELP WITH?

It can help with your travel costs, as well as costs for equipment, books and trips essential for your course and Free College meals. For more information and eligibility please see the Learning Support Grant guidance available on our online application.

📞 01243 786321 ext. 2119/2325 / 01293 442204

📞 01273 667788 ext. 474/394 / 01903 273014 ext.3088

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