

## Welcome to Chichester College

Dear Student

Thank you for choosing to study Level 3 T Level Building Services Engineering - Plumbing & Heating. I am the study programme leader and look forward to working with you over the next year.

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

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

**Step 1** - Pay a compulsory supplement of £50 via our online shop for PPE for workshops, software & a contribution to materials you will use on this course. Please scan the QR code or click the link below: [Construction PPE Pack - Day Course | CCG Online Store \(chichester.ac.uk\)](#)

If you require financial 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 for a permit via our online shop & download the JustPark app for payment - please see the original email that was sent with this letter.

### 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. **Confirmation of your GCSE results – we cannot enrol you without a copy of results so this is essential**
2. A pen, paper & file
3. If applicable, payment for your course/evidence of benefits
4. Any personal protective equipment in line with current government guidelines for the Education Sector

If there are any trips associated with your course, you will be required to complete a consent form and submit to your course leader during induction week.

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

*Andy Hope*

Study Programme Leader

#### Course details

Course Code: CCON118F1B

Duration: Sept '23 to June '24

Attendance: \*4 days per week (\*not including work placement)

Campus: Chichester

Contact your Study Programme Leader

☎ 01243 786321 ext. 2124

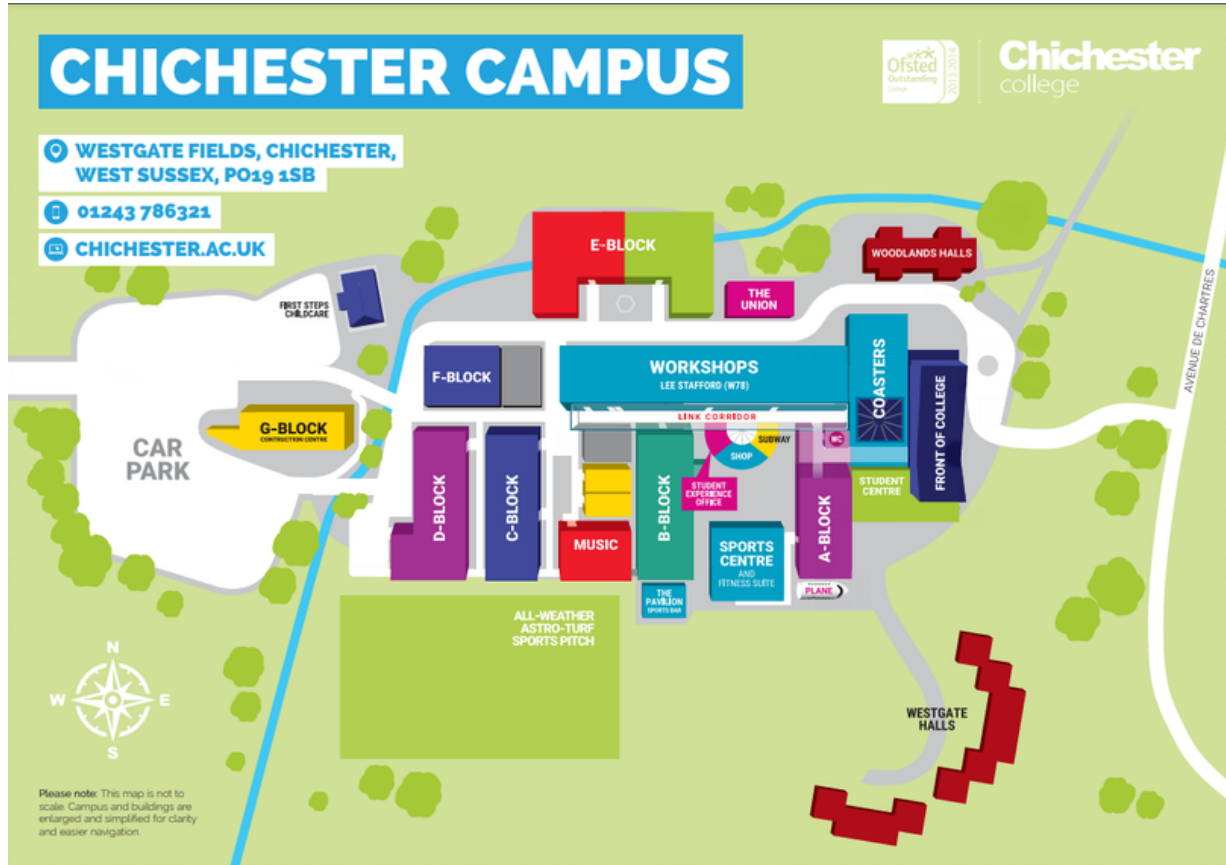
✉ [andrew.hope@chichester.ac.uk](mailto:andrew.hope@chichester.ac.uk)

Construction Day Course



## Where will I be studying?

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



# 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](mailto: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](mailto:studentfinance@chigroup.ac.uk)

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## 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

**CCG**

Chichester  
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Group