

**CIPS L3 Adv Cert in Procurement and Supply**

Course details

Course Code: RBUSO82D

Duration: 34 weeks

Part time

Campus: Crawley,

**Business**

Welcome to Crawley College



Dear Student

**Contact the Business Department**

**Tel: 01293 432356**

**Email: businessdept@crawley.ac.uk**

Thank you for choosing to study CIPS L3 Adv Cert in Procurement and Supply at Crawley College. We look forward to working with you over the next year.

Further to your starting information, which outlines your start date & time, below is a brief overview regarding coming to college and preparing to study your course.

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.** If you can, please also bring a photocopy which you can leave with us.
2. A pen and paper. See below for the stationery you will need to purchase for the course.
3. If applicable, payment for your course/evidence of benefits

You will need to fill out a number of consent forms which will also be given to you during induction week.

 PTO

Please feel free to contact us with any questions you may have regarding the above and we will be happy to help.

Best wishes,

Business Department

01293 442200 ( ext 2356 )