

**Motor Vehicle**

Light Vehicle Maintenance & Repair Principles Diploma Level 3



Dear Student

Thank you for choosing to study Light Vehicle Maintenance and Repair Principles Diploma Level 3 at Crawley College. I am the Deputy Head of Learning for Motor Vehicle and 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 the end of induction.** 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, alternatively email a copy to us once you receive them**
2. A pen, paper & file
3. …. payment for your course and, if applicable, evidence of benefits.

The practical element of your course requires the wearing of safety footwear and either overalls or work trousers and polo shirt. Please order these as soon as possible to guarantee that you have them ready for the start date. See link below.

[College Student Deals Archives - JP Supplies (jpsuppliesltd.co.uk)](https://www.jpsuppliesltd.co.uk/category/workwear-and-clothing/college-bundle-deals/)

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

***English and Maths***

***NB****: All students aged 16-18 years on a full time course are required to update their English and Maths skills if they do not hold a GCSE grade 9- 4 in both subjects. So please be aware that if you do not have these qualifications, you will be required to undertake a GCSE resit (or equivalent qualification) alongside your main programme of study. This is compulsory and not optional. Please be aware that you cannot be awarded for one qualification without passing the other.*

PTO

**What you need to bring with you daily:**

* Pen,
* Pencil,
* Ruler,
* Eraser
* Calculator
* A4 lined notepad
* Large A4 lever arch folder.

You will be advised when you need to bring in your personal protective equipment but please order it ASAP. If you think you may be entitled to a bursary please ensure you have followed the finance link in your enrolment email.

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

Best wishes,

Clair Quinn

Deputy Head of Learning

Motor Vehicle, Fabrication & Welding

Contact your Motor Vehicle Tutors

 01293 442200 ext. 2315

 [mvfw@crawley.ac.uk](mailto:mvfw@crawley.ac.uk)

Course details

Course Code: RTRA038F

Duration: Sept ’25 to June ‘26

Attendance: 15 Hours per week

Campus: Crawley, W block