

SHAR POSTGRADUATE INDUCTION TIMETABLEMonday 30th September 2019

Time	Venue	
09:15	Lecture Theatre 2 (first floor) Mackay Building Keele Uni campus	Welcome to School of Health and Rehabilitation <i>Professor Anand Pandyan / Dr Claire Stapleton / Kim Major</i>
09:25		Introduction to the KLE and electronic submission <i>Dr Claire Stapleton</i>
09:45		Meet the team: supporting working at M level and scholarship <i>Carole Watkins – Study Skills (30')</i> <i>Richard Barnett – Academic Conduct Officer (15')</i> <i>Alison Long – Language Centre: enl@keele.ac.uk (15')</i> <i>Steve Parton - Information Services</i>
10.45		Accessing and using the Information Services <i>Stephen Parton</i>
11:15		Break (<i>Signing of Annual Consent and Disclosure Forms</i>)
11:30		ASK (Advice & Support at Keele) <i>Matt Steele</i>
11:45		Keele Postgraduate Association <i>George Blake</i>
12:00		MSc programmes: option choices Q & A <i>Kim Major / Dr Claire Stapleton</i>
12.30	Campus Tour	Take a self-guided tour

University Enrolment

UK/EU students on an MSc will need to sign an enrolment form.

If you have not already then please report to the Chancellors Building – Exhibition Suite between 09:00 and 17:00 with a current passport or your birth certificate with a current form of official photo ID such as a driving licence or national ID card. Each student will take approximately 5 minutes, it will take longer if your photograph has not been uploaded (queue dependant).

International students on an MSc or PG Cert should have already enrolled prior to this school induction.

If you have not, please report to the Chancellors Building – Exhibition Suite between 09:00 and 17:00 with your passport (plus Visa, Home Office decision letter and qualifications)

UK/EU students on PG Cert or Single Module will need to have completed the online enrolment.

If you have uploaded a photo then you will be able to collect your Keele card from the Exhibition Suite in the Chancellors Building. If you have not uploaded a photo then you will need to get a 'green slip' from the admin team and take this to the IT helpdesk in the Library where they will take a photo and print off a Keele card. This can only be done if the online enrolment has been completed.