Get ready for BA(Hons) Education in Professional Practice

Hello and welcome to the **BA(Hons) Education in Professional Practice** at UWE Bristol. I am delighted that you have chosen to study at UWE, and I wish you a fulfilling year; I want you to feel inspired by learning and I look forward to working with you.

I have provided some information below that will help you to prepare for starting with us. You will want to expand your personal library later, but I have suggested some initial summer reading below to get you started, as well as a few tasks. This will be an exciting and stimulating year for you and I wish you every success in your studies.

I hope that you are looking forward to starting at UWE Bristol. I look forward to meeting you.

Dr Tessa Podpadec
Programme Leader

Before you start

We are looking forward to welcoming you in the week commencing 14 September for Starting Block and the beginning of your programme.

Starting Block will help you settle into university and to help you get to know your teaching team and course mates. We will help you find your way around, get used to our systems, and practice the skills you need to make a strong start. Look out for further emails and explore the Starting Block website with more details.

Your timetable will be available to you via MYUWE (login required) once you have started the enrolment process. Please visit the 'Understanding your teaching timetable' website to find out when your timetable will be published.

There will be induction sessions between 13.00 and 17.00 on Friday 18 September. These sessions will take place on the Frenchay Campus, and we will send you room details nearer the time. These sessions will include details of facilities and support for you as a student at UWE; workshops on the digital technologies we will be using in the delivery of the programme and an outline of the programme for the year.

You can find key dates for the academic year on our term dates webpage.

Enrolment

Once you have satisfied all admissions requirements, we'll send you your login details for our IT systems to enable you to activate your university email account. Once your account

has been activated, you'll gain access to the MYUWE platform where you can enrol. Note that your login details for MYUWE are different to those used for the UWE Welcome website. Enrolment for September programmes will only be open from August onwards. You can find guidance and further information on our Enrolment website.

ID cards

We can only print your ID card if you have added your photo to MYUWE. To avoid delays, upload your photo as soon as you receive login details. For help, go to our student card guidance.

How to make a successful start to your programme

You will have already been informed about our additional requirements which must be completed ahead of enrolment and induction:

- **Academic certificates**
- **Confirmation you will be working/volunteering in an appropriate setting**

* Ensure you have approx. 15 hrs employment or volunteering in an appropriate setting and your employer supports your studies (ask them to complete and return the Work Place Support Agreement Form via email at tessa.podpadec@uwe.ac.uk

Engage with your programme

Start your learning

Please email me the completed activity designed to help you prepare for your programme. Aspects of which you will be asked to share at induction:

This initial task is a way of me (the programme lead) getting to know you a little better and will help you get back into the swing of academic writing. Therefore, please ensure your submission demonstrates a good level of English in line with level 3 undergraduate study and adhere to academic conventions such as referencing if appropriate. It should be no longer than a single page of A4 in font size 12. It should be submitted before the first induction session on Thursday 18 September 2025. The writing should include:

1. How you've got here (name, professional role – length of service and whether paid or voluntary, qualification for entry to the top up e.g. the name of your Foundation degree, or other highest qualification)

2. The most recent assignment or project which has been your highest grade / proudest achievement. Explain why you think you were particularly successful on this occasion and what you have learned that you can build upon this year.
3. Which learning theory has been the most relevant so far and / or the most significant in your professional role and why? Reference any appropriate sources.
4. What areas of interest in your professional role are you looking to explore /

considering for your final research dissertation? Give a summary of the ideas you have considered over the summer. What, if anything, have you read which may be useful to your idea?

Read around your subject

A key skill which is required to achieve a high level of success within your chosen programme is the ability to think critically about key issues and practices. To help you to enhance these skills and be ready to engage with your studies, you should start to read and research around your subject before you arrive. Explore the Library web pages to see the wide range of resources available to you once you become a UWE Bristol student.

It is therefore a good idea to read the Times Education Supplement (TES) and/or the Education Guardian weekly to keep up to date with educational issues.

There isn't a course textbook but much of the focus for this year will be undertaking research to complete your dissertation. The textbook we use is:

- Thomas. G. (2022), *How to do your Research Project (4th Edition),* London: Sage Publications.

It would be beneficial to obtain/gain access to this book and begin to make notes before the programme starts.

A useful introductory text for educational theories is:

- Aubrey, K. & Riley, A. (2025). *Understanding and using challenging educational theories* (3rd edition.). London: Sage Publications.

Connect with others

You can see what is going on in the Education and Childhood Department through our blog. Or, through our Instagram and Twitter.

Be prepared

Access support

Check the information on our Disability web pages so you know what you need to do. If you need any urgent additional mobility or other support to fully access all activities during your studies, contact me as your programme leader.

Actions you must complete before you start your study

The Admissions team (admissions@uwe.ac.uk) have already been in touch to let you know that you need to provide your academic certificates or evidence of qualifications and complete the mandatory professional checks before you start studying with UWE Bristol.

If you do not complete them, it will impact your ability to enrol onto the programme.

You need to complete the:

- Disclosure and Barring Service (DBS) check

- Occupational Health clearance (you will receive a link to an online questionnaire from Avon Partnership NHS Health Service to complete within five days)
- Overseas Criminal Record check (only applicable for overseas students or students that have lived, studied, or worked overseas for five months or more in the last five years)
- Suitability Declaration

Find out more about the mandatory professional checks and full details of what to expect as part of the application process.

If any of these requirements are still outstanding, you must send the relevant paperwork to admissions@uwe.ac.uk , as instructed, as soon as possible.

Get equipped
The University has computers on all our campuses for you to use during your studies. These provide access to our core digital learning tools and any specialist software required for your course. You may have scheduled sessions in computer labs or other specialist facilities, and you will be able to use open-access PCs for self-study.

UWE Bristol licenses many specialist software packages for use on personal laptops for the duration of your course. If you're struggling to meet the financial demands of your course, please contact the Student Money Service team for advice and guidance.

See the UWE website for detailed information on choosing your IT equipment including recommended specifications. For this programme we recommend the Core Specification.

The packages we will use on the programme will run on most devices but functionality on tablets and Chromebook can be limited.

International students
The Global Student Support Team offer information and advice to ensure you receive all the support you need to get the best from your time at UWE Bristol. They are here to help you to settle in when you first arrive at UWE Bristol and organise social events to help you to adapt to your new environment.

Who to contact if you have questions

For any questions about the course, please contact the Programme leader: **Tessa Podpadec** via email at tessa.podpadec@uwe.ac.uk

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Please note: this information has been provided on the assumption that you will meet the conditions of your offer and be eligible to take up your place.

Entry: September 2026 Last updated: Spring 2026