## GETTING STARTED at Exeter College





exeter college

## Welcome to College.

Congratulations - by enrolling today you've started your journey with Exeter College. You're now part of the Exeter College community and we'll support you to make sure you have the best possible experience. In this short guide you will find all the information you need to get started with us.



## You've enrolled - what next?

Your tutor is \_\_\_\_\_

Your faculty is \_\_\_\_\_

Not sure where to go? See the map at the back!

## Your ID card.

All staff and students at Exeter College are issued with an ID card to show that they are a member of the Exeter College community. Please have your Exeter College ID with you at all times. You will need your ID card to access the Learning Resource Centres, to print and photocopy, for your exams, and to access many of the College buildings.

#### Lost your card?

You can head to any Learning Resource Centre to ask a staff member to print a new one for you. First replacement card is free but you will need to pay  $\pounds$ 2 for each re-print after that.

#### Signing into your College IT account and re-setting your password.

When you first sign in to your College IT account you will need to do this on a College workstation to activate your account fully.

Your IT account can only be accessed once you have enrolled by using the username/email which is printed on your college ID card (3), plus your unique first password, printed on the right hand side of your ID card (4). See image.



Once you have signed in for the first time you will need to change your password to something memorable to you. Sign into your college IT account using the URL **https://hub.exe-coll.ac.uk** 

If you forget your password - Our Self- Service Password Reset (SSPR) makes things easy for you. You can reset a forgotten password by scanning the QR code. Your phone number/personal email address need to be correct on the system for you to do this. You can check your personal details are up to date via the same QR code.





As an adult student at Exeter College, you will have exclusive access to *WRAAP*, the wrap around support programme for adult learners and Apprentices. *WRAAP* offers advice and guidance including careers advice, health and wellbeing support, and helpful resources from leisure activities to information on keeping everyone at college happy and safe. Plus, you will have the opportunity to access the Find Your Happy enrichment programme where you can sign up to exciting workshops for free!



#### **Your Wellbeing**

Exeter College has a dedicated Wellbeing Team who support students with all aspects of wellbeing, from coping with workload to helping with physical or mental health conditions, and more. The team run a drop-in service at Greystone House from Monday - Friday, 10am-3pm, and there is also a Wellbeing Adviser based in individual faculties at certain times of the week so students can access support without needing to visit Greystone House.

Contact them via email at studentservices@exe-coll.ac.uk or call 01392 400499.

#### **Travelling to College**

Over 66% of our students travel from outside of Exeter to get to College each day, so we do everything we can to make getting to college easy for you.

Please see our website for directions to get to all of our sites including the bus and train routes to our out of city sites.

- www.exe-coll.ac.uk/adults/study-locations/
- www.wheels2worksouthwest.org
- www.nationalrail.co.uk
- www.stagecoachbus.com/about/national
- www.traveldevon.info

Please see the map on the back page for town centre parking locations.

#### Financial Support.

The College may be able to offer financial support to students to assist with travel costs, childcare, essential kit and equipment, books, trips and visits, lunch credit, accreditation or professional membership fees and domestic/accommodation emergencies.

For further information please contact our Bursary Team: bursary@exe-coll.ac.uk or call 01392 400626.

#### Keep in Touch... Adult Advice and Student Experience



The Adult Advice and Student Experience team are based in the Adult Advice Hub on the ground floor of the Digital and Data Centre. If you want to talk about progression opportunities on our Adult and HTE courses within the College, please pop in to see us. We offer walk ins and bookable appointments.

Adult Advice Team, adultadvice@exe-coll.ac.uk, 01392 400170. Student Experience Team, HeandAdult@exe-coll.ac.uk, 01392 400511

#### Hub Opening times:

Monday - Thursday 9 am until 9 pm Friday 9 am until 4 pm



Please scan the QR code to book an appointment with one of our Adult Advisers.

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#### Exeter College - street plan of centre locations







