

Student Name
Road
Town
Postcode

Dear Applicant

We are delighted to invite you to enrol for your course at Exeter College on **DATE** at **TIME**, this is based at our **LOCATION**, opposite central station, Exeter, EX4 3SR.

There will be greeters to direct you to your appointment and you will enrol with a lecturer from the **FACULTY NAME** Faculty.

We understand that this is a difficult financial time for families, and we have new support now available towards travel costs to households with an income below £50k per year. Please make sure you visit the Travel page of our website before you arrive at college to ensure that you take advantage of this <https://ex-coll.ac.uk/school-leavers/support/travel-scheme/>

We hope that your GCSE results are what you wished for, but please do not worry if they are not. We will have a course that is right for you and we can discuss this and any alternations to your programme when we see you for your enrolment appointment.

We have enclosed a leaflet to explain more about what to expect from your enrolment appointment with us – please read through carefully and if you have any further questions, please do not hesitate to contact us.

Yours sincerely



Emma Wrublewski
Head of Admissions, Advice and Learning Centres

A photograph of Exeter College, a modern building with red brick and large glass windows. A white van is parked in front of the entrance. The text 'exeter college centre for creative industries' is visible on the brick wall. A large white banner with the word 'ENROLMENT' in pink capital letters is superimposed over the center of the image. Below it, a pink banner with the text 'at Exeter College' in white is also superimposed.

ENROLMENT

at Exeter College

ENROLMENT EXPLAINED.

What do I need to bring?

- Evidence of your official school exam results (GCSE's, BTEC's and any others)
- Completed exam result form.

What to expect?

- Your enrolment appointment will take roughly 45mins to an hour.
- Feel free to bring a parent/guardian/carer, we offer free tea and coffee and suitable waiting areas.
- Please come to the building we have highlighted in your invitation, and we will direct you to the correct room.
- You will meet a tutor from your subject area who will confirm your choices with you, check your results and help you to complete the enrolment form. They will also give you information about your first day at College.
- You will then go to our sports hall to get your photo taken and collect your student ID card.
- In the sports hall you will be able to access further information and guidance from our range of support and information services to ensure you have everything you need before you start College.

What support and information will be available?

- **Advice Zone** - Careers advice and guidance if you have changed your mind or need to look at alternative options.
- **Financial Support** - Get advice or apply for financial support for your studies and/or travel pass.
- **Travel Scheme** - Collect or apply for your subsidised travel pass.
- **Health and Safeguarding** - Find out more about the support we can offer and chat to us if you have any questions or concerns.
- **Learning Support and Exam Support requirement** - Let us know about any support you have had in class or during your exams at school so we can ensure that we can put in place the correct support at College for you.
- **TOTUM and Extra** - Apply for your student discount card and find out more about the Extra activities available (please bring an electronic payment method if you would like to purchase a TOTUM Student discount Card prices are from £14.99 (optional)).

FREQUENTLY ASKED QUESTIONS.

Where does enrolment take place?

- Enrolment takes place at our Centre for Creative Industries, Victoria House and our Sports Hall, all on Queen Street opposite Central station. Look out for the banner over Queen Street.
- Please note we have NO onsite car parking available at the College.**
- Please visit the enrolment page on our website for a map of the site.** (Please use the QR code below)

I can't attend my appointment what should I do?

To enrol at College, you **MUST** attend an enrolment appointment in person. Please contact our Admissions Team on **01392 400444** as soon as possible if you are unable to attend your appointment.

I've changed my mind about my course options

You will have the opportunity to make changes to your course choice at enrolment. Please come to your booked enrolment appointment and we will do our best to accommodate your requested changes.

I didn't get the grades I needed to do my course

We will have College Advisers on hand to chat to you if you need to look at alternative courses. You can also call our GCSE Results helpline from GCSE Results day on **01392 400555**.

I need to change my preferred name/email/address?

You will have the opportunity to make changes to your personal details at enrolment.

I have found an employer and would like to do an Apprenticeship instead

Please contact the Apprenticeship Team on **01392 400800** or **Apprenticeships@exe-coll.ac.uk**

I have decided not to come to Exeter College and would like to withdraw my application.

Please email us on **enrol@exe-coll.ac.uk** and we will withdraw your application.

WHERE CAN I GET MORE INFORMATION BEFORE I ENROL?

- For course advice contact the **College Advice Team** **01392 400600** or **CAT@exe-coll.ac.uk**
- To make changes to your enrolment appointment contact our **Admissions Team** on **01392 400444** or **enrol@exe-coll.ac.uk**

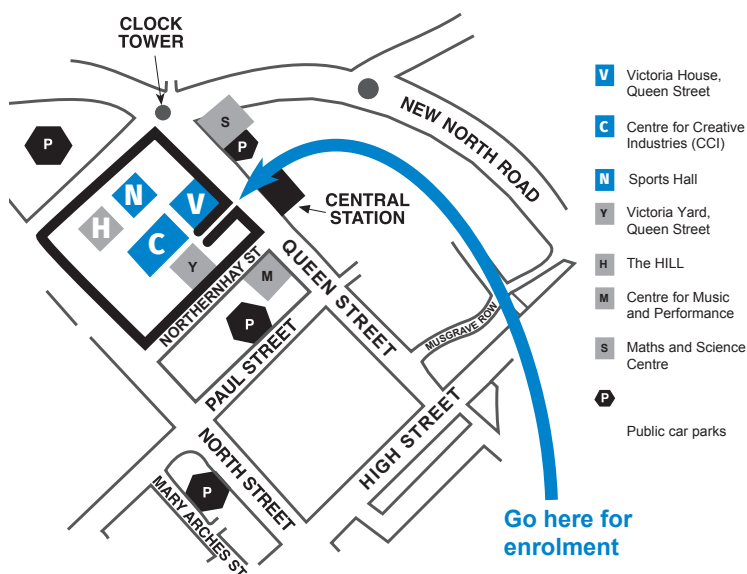


Everything you need to know about Enrolment
(Enrolment Information)



Everything you need to know about your first day/week at College
(Freshers' Information)

CITY CENTRE SITES - LOCATIONS



Student Name:

Exam Results: Please fill in your results on this form if you are enrolling onto:

- **A Level programme** (which may also have up to 1 BTEC Certificates within the programme of study)
- **International Baccalaureate**
- **Vocational courses including: UAL, BTEC, NVQ, VRQ**

	GCSE / BTEC / Other	Grade (9 – 1)	Certs seen
1	English Language		
	<i>English spoken language GCSE endorsement</i>	F P M D (please circle)	
2	Maths		
3	English Literature (delete if not taken)		
4			
5			
6			
7			
8			
9			
10			
11			
12			