

YOUR  
PERSONAL  
JOURNEY  
**STARTS  
HERE**



# TEACHER EDUCATION

**2021 ENTRY**

# REASONS

**We know that choosing where you will study next can be daunting. So we've pulled together some of the best reasons why UCEN Manchester is the place for you to find your future.**

As you look to start or continue your studies, at the forefront of your mind will be having all the skills you need to access fantastic employment opportunities once you have gained your qualification.

At UCEN Manchester, 95% of our graduates are in employment or further study within six months of completing their course\*, which is a fantastic reason to join us.

With your long-term goals fixed on a rewarding career, you'll want to be 100% certain that any course will be equipping you with skills that are relevant to your chosen industry. At UCEN Manchester we boast exclusive industry links and employer partnerships across all industry sectors. This not only helps us to keep our offer current and provide you with work experience opportunities, but also enables you to develop relationships with potential employers for after you graduate.

\*DHLE 17/18

As you embark on this next stage of your educational journey, you will be looking for somewhere that meets your individual study needs and offers the right support for you. Our personal approach that provides tailored, personalised support means you will have everything you need to succeed! What's more we offer small class sizes that create close relationships between students and tutors.

**81%**

average NSS satisfaction score 2019

**TOP 10**

vocational schools for criminology worldwide

**TOP 10**

for Further Education colleges at the Whatuni Student Choice Awards 2018 and 2019



“

**“I HAVE HAD A GREAT EXPERIENCE AND FELT WELL SUPPORTED.”**

**“THE COURSE HAS HELPED ME TO BE PREPARED FOR THE INDUSTRY I'M GOING INTO.”**

**“TUTORS WHO UNDERSTAND FIRST HAND EXACTLY WHAT THEY'RE TEACHING, AND ARE STILL ACTIVELY WORKING IN THE INDUSTRY, THEY TEACH US TO WORK AND THEIR EXPERIENCE IS INVALUABLE.”**

**“THERE IS A FAMILY ATMOSPHERE AND SUPPORT FROM OTHER STUDENTS. SOME TUTORS GO ABOVE AND BEYOND FOR THEIR STUDENTS.”**

**“YOU HAVE THE CHANCE TO WORK WITH CURRENT AND PAST INDUSTRY PROFESSIONALS.”**

**“SMALL CLASS NUMBERS ENSURE STAFF ARE AVAILABLE. LOTS OF WORK EXPERIENCE OPPORTUNITIES AND THE COURSE IS WHAT YOU MAKE OF IT, THE OPPORTUNITIES ARE THERE.”**

\*NSS 2019

WHAT OUR STUDENTS SAY

# TO CHOOSE US





For further information on your course, campus developments and to apply visit: [ucenmanchester.ac.uk/teaching](https://ucenmanchester.ac.uk/teaching)

# Teacher Education

BA(Hons) | Cert Ed | PGCE | PGDipE



If you choose to study with us this could be the start of an exciting, challenging and fulfilling journey into teaching.

You will have the chance to investigate, reflect on and develop your own values and ideas about teaching and learning, as well as the opportunity to put these into practice in a lifelong learning setting.

Students on our courses arrive with a variety of experiences, ranging from practitioners who are new to the profession, to those with differing levels of teaching practice, and the courses are designed so that you will feel welcome.

Your background will add to the diverse profiles of our students which reflect a full-range of ages, prior educational achievements and personal circumstances.

As a student with us at UCEN Manchester you will be working, or employed as a volunteer, in a setting across the lifelong learning sector, which might include colleges, training providers, prisons, local employers, charities or community groups.



*UCEN Manchester was the perfect place to study. The resources were great and the tutors were available whenever you needed them. They always guided you to learn, not just give you the answers, and people such as David was a real expert in his field with a wealth of experience and guidance.*

**Gary Wallworth**  
Teacher Education

## Flexible approach

Our flexible approach to learning extends to how we deliver our courses.

Our part-time delivery means you can teach or work alongside your teacher education.

## Validating partner:

*University of*  
**HUDDERSFIELD**  
Inspiring global professionals

## Part of the:

*The Education and Training*  
**CONSORTIUM**

## KEY:

📄 UCAS code ⌚ Duration 🏛️ Awarding partner 🚩 UCAS Points

## PLEASE NOTE:

You must hold a relevant subject specific Level 3 qualification if your degree is not in the subject specialism that you want to teach.

For lifelong learning qualifications you should be currently employed as a teacher, or a volunteer employed teacher, in order to complete your required teaching practice over the duration of the course.

Entry is subject to a DBS Check, provided by UCEN Manchester

## Reasons to study Teacher Education:

1. Get the personal touch: you'll be taught by experts
2. Qualified Teacher Learning and Skills (QTLS) eligibility
3. Diverse sector experience
4. Diverse peer group
5. Flexible learning pattern, to suit you.
6. Focus is on the skills you need teach.

## Graduate outcomes:

- + Further Education Practitioners
- + Offender Learning
- + Social Enterprise Education
- + Adult Education
- + ESOL Tutors
- + Literacy Tutor Specialists
- + Private Training Providers
- + Numeracy Tutor Specialist
- + Educational Entrepreneurship
- + Professional Coaching
- + University Tutor
- + Education Managers.

## Certificate in Education (Lifelong Learning) In-Service Level 5

### Cert Ed

If you are interested in sharing the skills and knowledge you have developed with other people but don't have an undergraduate degree, this qualification gives you the opportunity to become a fully qualified teacher in the lifelong learning sector.

You will need to have 100 hours of teaching practice across the duration of the course. If you are a volunteer teacher, you will be required to arrange your own teaching placement, as this is an in-service course.

Working at Level 5 you will develop skills which play a crucial part in teaching, learning and curriculum development and will use your experience to help others to learn and grow. Focusing on your particular specialist subject area, you will spend a significant amount of time learning in your place of work, putting theory into practice.

Highly motivated and determined, with strong interests in education and related subjects, you will be able to work well both independently and as a member of a team. You should also have good time management skills, as you will need to manage both the study and teaching elements of the course.

Upon successful completion of this course, you will be eligible to proceed through the Society for Education and Training to apply for Qualified Teacher Learning and Skills (QTLS) status. This is the full professional status for teachers in the Lifelong Learning Sector.

### Examples of current content:

- Research Informed Teaching, Learning and Assessment
- Becoming a Subject Specialist
- Being a Subject Specialist
- Policy and Professional Issues.

In the second year of your studies you will attend a two-day specialist conference at The University of Huddersfield.

📄 Apply direct ⌚ 2 years part-time 📍 University of Huddersfield  
📖 Level 3 or above in your chosen subject in the vocational or academic specialist area in which you wish to teach.

## Professional Graduate Certificate in Education (Lifelong Learning) In-Service Level 6

### PGCE

If you are a graduate who is passionate about starting or developing a career in teaching and learning, and you want to progress in the lifelong learning sector, this is the qualification to help you achieve your goals.

You will need to have 100 hours of teaching practice across the duration of the course. If you are a volunteer teacher, you will be required to arrange your own teaching placement, as this is an in-service course.

Working at Level 6 you will build on the academic skills from your degree course and shape your reflective thinking to develop your identity as a teacher. Focusing on your particular degree specialist subject area, you will spend a significant amount of time learning in your place of work, putting academic theory into practice.

Highly motivated and determined, with strong interests in education and related subjects, you will be able to work well both independently and as a member of a team. You should also have good time management skills, as you will need to manage both the study and teaching elements of the course.

Upon successful completion of this course, you will be eligible to proceed through the Society for Education and Training to apply for Qualified Teacher Learning and Skills (QTLS) status. This is the full professional status for teachers in the Lifelong Learning Sector.

### Examples of current content:

- Research Informed Teaching, Learning and Assessment
- Becoming a Subject Specialist
- Being a Subject Specialist
- Policy and Professional Issues.

In the second year of your studies you will attend a two-day specialist conference at The University of Huddersfield.

📄 Apply direct ⌚ 2 years part-time 📍 University of Huddersfield  
📖 Degree qualification or above in the vocational or academic specialist area in which you wish to teach.





## Tutor profile

Teacher education tutor Brenda Campbell returned to education at the age of 30, taking an access to HE diploma. Since completing this, Brenda has gone on to study an undergraduate degree, a PGCE and a Masters in Education. Brenda has also specialised in supporting students with learning difficulties and disabilities and has previously worked in schools with children that have behavioural difficulties.



## Postgraduate Certificate in Education (Lifelong Learning) In-Service Level 7

### PGCE

If you are a graduate who is interested in a career in teaching in the lifelong learning sector, and you want to develop your academic skills at Masters Level in your second year, this is the ideal qualification for you.

You will need to have 100 hours of teaching practice across the duration of the course. If you are an volunteer teacher, you will be required to arrange your own teaching placement, as this is an in-service course.

Working at Level 6 and 7 you will develop the practical and higher academic skills to play a crucial part in teaching, learning and curriculum development. Focusing on your particular specialist subject area, you will spend a significant amount of time learning in your place of work, putting advanced theory into practice.

Highly motivated and determined with strong interests in education and related subjects, you will be able to work well both independently and as a member of a team. You should also have good time management skills, as you will need to manage both the study and teaching elements of the course.

Upon successful completion of this course, you will be eligible to proceed through the Society for Education and Training to apply for Qualified Teacher Learning and Skills (QTLS) status. This is the full professional status for teachers in the Lifelong Learning Sector.

#### Examples of current content:

- Research Informed Teaching, Learning and Assessment
- Becoming a Subject Specialist
- Being a Subject Specialist
- Policy and Professional Issues.

In the second year of your studies you will attend a two-day specialist conference at The University of Huddersfield.

📄 Apply direct ⌚ 2 years part-time 📍 University of Huddersfield  
📄 Degree qualification grade 2:2 or above (or equivalent) in the vocational or academic specialist area in which you wish to teach

## Postgraduate Diploma in Education (Lifelong Learning) In-Service Level 7

### PGDipE

If you are a passionate graduate who is about to start or develop your career in teaching in the lifelong learning sector, and you are confident to work at Masters level throughout your course, this is the ideal qualification for you.

You will need to have 100 hours of teaching practice across the duration of the course. If you are a volunteer teacher, you will be required to arrange your own teaching placement, as this is an in-service course.

Working at Level 7 you will develop the high-level critical and reflective skills required to complete your advanced qualification in teaching, learning and curriculum development. Focusing on your particular specialist subject area, you will spend a significant amount of time learning in your place of work, putting critical theory into practice.

Highly motivated and determined with strong interests in education and related subjects, you will be able to work well both independently and as a member of a team. You should also have good time management skills, as you will need to manage both the study and teaching elements of the course.

Upon successful completion of this course, you will be eligible to proceed through the Society for Education and Training to apply for Qualified Teacher Learning and Skills (QTLS) status. This is the full professional status for teachers in the Lifelong Learning Sector.

#### Examples of current content:

- Research Informed Teaching, Learning and Assessment
- Becoming a Subject Specialist
- Being a Subject Specialist
- Policy and Professional Issues.

In the second year of your studies you will attend a two-day specialist conference at The University of Huddersfield.

📄 Apply direct ⌚ 2 years part-time 📍 University of Huddersfield  
📄 Degree qualification grade 2:2 or above (or equivalent) in the vocational or academic specialist area in which you wish to teach



*At UCEN Manchester, we provide a breadth of experience. Our classes contain lots of people doing lots of different subjects in different contexts, including community volunteers, and people working in prisons. But the one thing they have in common is that everyone who completes the course, thoroughly enjoys it."*

**David Eversley**  
Tutor

## Education and Professional Development Level 6

### BA (Hons)

This course is aimed at the professional development needs of teachers or trainers in further, higher, adult and secondary education, and those who work in related areas such as health, careers, uniformed services and private training organisations.

Using a blended learning model of delivery, it will enhance your knowledge and skills in the areas of critical reflection and education, educational theory, research and academic scholarship. It will enable you to shape and influence policy and its implementation in an evolving professional context, while responding to the needs of students, employers and organisations.

This course is particularly suitable if you are looking to progress from a Certificate in Education to obtain an undergraduate degree. It normally takes two years to achieve the degree and you can choose to complete either an unclassified degree or a degree with honours.

Primarily delivered through a blended learning style, it will combine face-to-face Saturday day schools at The University of Huddersfield, creative online activities with both individual and collaborative study, and evening tutorial sessions at UCEN Manchester.

#### Examples of current content:

- Professional Practice - Advanced
- Improving Teaching and Learning
- Critical Education
- Research Methodologies
- Major Study
- Reflexive Study

📄 Apply direct ⌚ 2 years part-time 📍 University of Huddersfield  
📄 Certificate in Education (Cert Ed) or Level 5 teaching, training or education qualification, or a foundation degree from The University of Huddersfield







## YOUR DEDICATED SUPPORT TEAM

Our role is to ensure that we help you break down any barriers that may impact your study or life, so that you are supported to succeed with us and go on to flourish in a rewarding career.

Our team works to provide you with all the support you might need, when you need it. We will support your learning in a way that suits you, through study skills sessions, advice on careers, employability or your finances. We'll go the extra mile to ensure that your personal overall experience is the best it could possibly be.

UCEN Manchester's mission is to improve the lives of those we work with through education and our support services are here to ensure your investment in your future is supported and encouraged at every stage, from application to graduation.



*For people that struggle academically like me, there is a lot more support here than you would get at other provisions. I honestly can't thank my tutors enough for the help and support they have given me especially when I fell behind due to being in hospital.*

*They kept me updated via email and continuously went over things until I understood them. Without that support, I don't think I would be doing as well as I am."*

**Angela Ward, FdA Special Effects Make Up Artistry.**

## ADVICE AND GUIDANCE

It is our job to make sure you leave UCEN Manchester on the path to a successful career, one that you are passionate about. We are here for you if you need help exploring your career or progression options, if you are unsure about your next steps or long-term goals or if you just want to talk to someone about your future.

All our advisors are highly qualified, Matrix accredited professionals, which means they can help you find your perfect career and plan your personal route to get there. They can offer you Careers Education, Information, Advice and Guidance whenever you need it.

## LIBRARIES AND ACADEMIC SUPPORT

Our campus libraries stock the books and resources you will need to help you in your studies. We hold titles across all subject areas and also have a large collection of online resources, including professional and academic journals as well as specialist subject materials. Our online resources can be accessed 24 hours a day and our library staff are available during the day to assist you with any enquiries. We also offer introductory workshop sessions to help you find your way around our services.

### Skills4study Campus

Skills4Study Campus is an interactive e-learning resource, offering a range of activities to help you sharpen the skills you need for learning. Modules include getting ready for academic study, research principles and exam skills. You will be provided with a personal account giving you access to the whole package throughout your time with us.

## HEALTH AND WELLBEING

### Disability and student support

Many people with learning difficulties or disabilities choose to study with us, not only because of the range of courses we offer but the way we deliver them. At UCEN Manchester we offer something different and more personal.

Our team is here to support you from the moment you sign up, your enrolment and throughout your studies. Our specialist Disability Advisors will make sure you have the assistance you need in lectures and exams. They will help you to discuss any required adjustments with your tutors, provide equipment loans and support you in applying for Disabled Students Allowance (DSA) funding.

You can tell us about your disability or learning difficulties on your UCAS application form, or during enrolment. If you want to talk to us in more detail, please contact our Higher Education (HE) Disability Team by email: [DSA@ucenmcr.tmc.ac.uk](mailto:DSA@ucenmcr.tmc.ac.uk) or call: 07730 619177

### MENTAL HEALTH

Alongside our on campus counselling offer, we're also working with partner agencies to help equip students with the skills to deal with and improve their own wellbeing as part of our Mental Health Strategy. This aims to ensure that students are prepared for any stresses and know how to deal with them, helping them cope with any personal or professional challenges whilst they are studying and giving them skills they can use for life.

# OUR PARTNERS

In addition to our TEF Silver Status that demonstrates the excellence of the teaching and learning we provide, all our degree programmes are validated and accredited by one of three top universities or a major examination board.

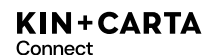
This not only reflects the quality of our offer but also means that you will effectively graduate from a top university. So, you'll benefit from our personalised, supportive environments while gaining a degree from an established university.

What's more, our higher education provision is constantly reviewed and shaped by industry experts and academics to ensure our courses are providing you with all the skills and knowledge you will need for a fantastic career.

Validated and accredited by:



Industry experts:



# INDUSTRY LINKS

At UCEN Manchester we believe that education and training should be centred around improving your employment options and opportunities. That's why we develop our programmes and courses in partnership with businesses and organisations. This not only helps course leaders to keep their finger on the pulse of industry but also that our courses prepare students for a real career.

Through these links our students gain exposure to real world, industry standard experiences ranging from placement and internship opportunities through to live briefs for students to respond to.

Our industry links are wide reaching and have previously given students fantastic opportunities with leading organisations in their field including digital agency Kin + Carta Connect, The Contact Theatre and the Open Eye Gallery.



## INDUSTRY EXPERTS

The majority of our academic, professional and technical staff have gained huge amounts of experience in the industries and professions they teach. And many continue to work professionally around their teaching, maintaining direct links through which they can support our students with work placements, professional mentoring and graduate employment opportunities.



## WORK PLACEMENTS

At UCEN Manchester, work placements sit at the heart of our courses. These offer you opportunities to develop your experience and apply your skills directly to your role. You will be supported to plan and arrange a placement that suits you so that you can take advantage of our industry links.



## EMPLOYABILITY TEAM

All our advisors are highly qualified, Matrix accredited professionals, which means they can help you find your perfect career and plan your route to get there. They can help you on a one-to-one basis, at one of our workshops, through a scheduled appointment, or during an event.

They provide access to employability information, specialist advice and networks across our departmental areas. Their invaluable advice enables you to better reach employers and to give you the confidence to succeed.





# FLEXIBLE APPROACH

As part of our commitment to providing a personal higher education experience, UCEN Manchester offers a flexible approach to your studies aimed at making our courses accessible to everyone, regardless of personal circumstance.

With so much flexibility, we'll provide you with all the personal support you need to access higher education so that you have as many career opportunities as possible at the end of your time with us.

## Our approach includes:



Almost all of our courses are available on a part-time basis



Courses that are condensed into two or three active days of study to fit around your non-study commitments



Starting with a Foundation degree and progressing to a BA/BSc (Hons) (Top-Up) means if you need to take a break or want to change your specialism you can



The option to specialise with a (Top-Up) course or complete an additional year to diversify your skillset



A new range of blended learning options where you study via evening classes and online lessons

“

**UCEN Manchester had the exact requirements I was looking for. A two-year, full-time course, done in two and a half days a week, that's easily accessible to me on the transport routes.”**

**Emma Palfrey**  
FdA Tourism Management



# HOW WE TEACH

## QUALITY TEACHING, PERSONAL TO YOU

UCEN Manchester is living proof that the best things come in the smallest packages. From our smaller class sizes to the high levels of one to one engagement that our tutors offer, we are committed to making your learning experience a personal one that is big on quality!

### IT'S PERSONAL

Our personal approach really sets us apart from other higher education institutions.

By keeping class sizes small, our tutors can really invest in getting to know you, so that they can understand your learning styles, the challenges you are facing and your future ambitions. This means that they can provide you with tailored, personalised support that will help you to achieve your potential.

### EXPERT TUTORS

Our tutors are experts in their field, with many either continuing to work professionally in their sector or holding prestigious industry standard professional qualifications.

These close links to industry ensures that our tutors have their finger on the pulse of latest developments in industry that they can then pass on directly to you!

Take a look at our latest National Student Survey satisfaction ratings:



**84%**

of students feel their course has provided them with opportunities to apply what they have learnt

**85%**

of students feel that our staff make the subject interesting

**86%**

of students feel their course has provided them with opportunities to explore ideas or concepts in depth



# The Students' UNION

The Manchester College | UCEN Manchester

When you enrol at UCEN Manchester, you'll automatically become a member of our Students' Union, which is active at all our campuses.

Our SU is run by our students, for our students, and will help you make your time with us even more personal. It provides fantastic opportunities for you to meet new people and get involved in a wide range of activities. Our SU is also available to provide any support you might need to make your time here even more enjoyable.

## GET INVOLVED!

### SOCIETIES

Whatever your hobbies or interests, our SU will help you find a society (or societies) that is right for you. As a member of one (or more) of our societies, you will get the chance to meet people with similar interests or get involved in something you've never tried before.

Our societies are wide-ranging and diverse. Over the years they've included everything from our African Caribbean Society to Creative Networking; Creative Writing to Film; Social to Debating; Enterprise to Football; and Gaming to Knitting and LGBTQ+.

But if we don't have a society that appeals to you, you can always set-up your own by getting in touch with our SU.

If you have a great idea for a new society or want to know more, email our SU at: [SU@ucenmcr.tmc.ac.uk](mailto:SU@ucenmcr.tmc.ac.uk)

### REPRESENTATION

Student representatives play a pivotal role in making sure that our student voice is heard and that all our students continue to have a great experience. Each student rep is democratically elected by their class and trained to represent students in their specific course area. All student reps work in partnership with staff at UCEN Manchester to improve the student experience. This covers everything from teaching and learning, to assessment and feedback, and the academic support provided by tutors. Student reps also feedback on resources, facilities and learning opportunities.

### CAMPAIGNS

Our SU play an important role in raising awareness and driving change around issues that matter to you. If you feel strongly about something, our SU will support you to deliver any campaigns that you may wish to run. They'll provide help every step of the way, from your initial idea all the way through to achieving your aims and objectives.

### NUS

Our SU is an affiliated member of the National Union of Students (NUS), which represents the interests of over seven million students (including UCEN Manchester students) at a national level.

Being a member of the NUS also offers practical benefits, like the TOTUM card - the UK's biggest and most widely known student discount card. With prices starting at £12 a year, a TOTUM card is a great investment and will help you save money all year round.



*There is nothing more empowering than having a voice. I found and grew so much confidence in being a student rep. When working towards your future career, you deserve to be on the course that is right for you. Being a student rep is a great way of working with others and making your course more efficient for yourself and the other students."*

**Sadie Williams**

BA (Hons) Acting for Live and Recorded Media



# FEES

At UCEN Manchester we offer some of the lowest tuition fees in the UK. Our tuition fees are reviewed annually. The table below shows our 2020/21 tuition fees.

PROGRAMMES	New students 2020/21 cost per annum	Continuing students who commenced 2019/20 cost per annum	Continuing students who commenced 2018/19 cost per annum
<b>Pricing tier A range</b>			
BA (Hons) Acting for Live & Recorded Media	£8,900	£8,900	£8,900
BA (Hons) Musical Theatre	£8,900	£8,900	£8,900
BA (Hons) Dance and Performance	£8,900	£8,900	£8,900
BA (Hons) Theatre and Performance	£8,900	£8,900	£8,900
BA (Hons) Vocal Studies and Performance	£8,900	£8,900	N/A
BA (Hons) Film and TV Production	£8,900	N/A	N/A
FdA Film and TV Production	£8,900	£8,900	N/A
<b>Pricing tier B range</b>			
BA (Hons) Make-Up Artistry	£8000	N/A	N/A
BA (Hons) Special Effects Make Up Artistry	£8000	N/A	N/A
FdA Make Up Artistry/FdA Special Effects Make Up Artistry	£8000	£7,500	N/A
FdA Contemporary Photographic Practice	£7500	£7,500	N/A
<b>Pricing tier C range</b>			
All other Full-Time Foundation Degrees and Honours degrees and (Top-Up) Degrees	£7,000	£7,000	£7,000
<b>Pricing tier D range</b>			
Higher National Diploma (HND) (2 year course)	£7,000	£7,000	N/A
Higher National Diploma (HND) (1 year (Top-Up) from HNC)	£7,000	N/A	N/A
Higher National Certificate (HNC) (1 Year course)	£7,000	N/A	N/A
University Preparatory Year Extended degrees	£3,500	N/A	N/A
<b>Teacher Education</b>			
Certificate in Education	£3680	£3680	£3585
PGCE Professional Graduate Certificate in Education	£3680	£3680	£3585
PGCE Postgraduate Certificate in Education	£3680	£3680	£3585
PGDipE Postgraduate Diploma in Education	£3680	£3680	£3585
BA/BA (Hons) Education and Professional Development	£4430	£4430	£4387

Please visit [ucenmanchester.ac.uk](https://www.ucenmanchester.ac.uk) for the latest information.

**Please note**, this prospectus, course and pricing information is provided as a reference guide only and is subject to change by UCEN Manchester at any time. It is important that you check all course details including location, timetable and fees at enrolment as UCEN Manchester operates a no refund policy after the 14 day cancellation period, as outlined in the UCEN Manchester terms and conditions. Students should also refer to the Student Protection Plan which is published on the website. This information is correct at time of print (February 2020).

# FINANCES

As well as offering high quality courses, UCEN Manchester charge some of the lowest tuition fees in the UK. There's lots of help available to make sure you can afford your education and enjoy your time with us.

## TUITION FEE LOAN

Student Finance England (SFE) will provide you with a loan for the full amount of your tuition fees, providing you meet certain eligibility criteria. This can be found here: [gov.uk/student-finance/who-qualifies](https://gov.uk/student-finance/who-qualifies)

The fees for our part-time courses will be charged on a pro-rata basis, depending on the number of credits being studied. This money will be paid directly to UCEN Manchester. To apply to Student Finance England, please visit: [gov.uk/apply-for-student-finance](https://gov.uk/apply-for-student-finance)

It is recommended that you apply for your loan by the May before you start your course, but SFE will accept applications after this. The tuition fee loan is only available for students who haven't already got a degree or UK equivalent qualification. If you already have a degree qualification, please contact us using the details at the bottom of this page.

Further details on the tuition fees we charge, our fees and finance policy, and how to apply, can be found on our website: [ucenmanchester.ac.uk](https://www.ucenmanchester.ac.uk)

## UCEN MANCHESTER BURSARY

The UCEN Manchester Bursary includes consideration for financial support in a variety of ways, from progression, to living costs and hardship issues. If you are struggling with your day-to-day finances, make an appointment with one of our 'Future U' Careers, Employability and Welfare Advisors who will work with you to maximise your income. We are here to guide you and offer support and, together, we can look at ways to improve your personal situation.

## MAINTENANCE LOAN

A maintenance loan is available to help with your living costs while in higher education (e.g. accommodation, books and bills). All eligible students can get some maintenance support. The amount of money you can receive depends on where you live and study. The maximum loan available is £8,944 (based on living away from home, outside London). This is paid directly into your bank account each term. Maintenance loans have to be paid back, but not until you have finished university and are earning over £25,000 a year.

The maintenance loan is paid directly to you in three instalments throughout the academic year. You will receive instalments in September, January and April.

UCEN Manchester also offer a range of discretionary bursaries and funds to help break down barriers that may prevent you from committing to study and reaching your potential.

## AM I ELIGIBLE FOR FUNDING?

Your eligibility for student funding will depend on your nationality, residency, previous study and the type of course you are applying for. Depending on your personal circumstances, you may be able to access extra funding, such as childcare allowance. Further information on the additional funds available can be found on our website: [ucenmanchester.ac.uk](https://www.ucenmanchester.ac.uk)

If you have any questions about fees and finance, please contact our 'Future U' Careers, Employability and Welfare team on: **03333 222 444**.



# HOW TO APPLY

## FULL TIME COURSES STARTING IN SEPTEMBER 2021 AND JANUARY 2022

If you are applying for a full-time Honours Degree, Foundation Degree (including those with a preparatory year), Higher National Certificate or Diploma, you will need to apply via UCAS. You can search for a course on our website [ucenmanchester.ac.uk](http://ucenmanchester.ac.uk), or through UCAS courses. Please note that not all of our courses have both a September and January start date. Please check the website for further details.

You can start your application on UCAS apply – you will need to register and create a user account. This means you can complete your application at your own speed and track your application after you have submitted it.

Remember, you can only submit one UCAS application per cycle, so all the courses you want to apply for have to be on the same application. There are some helpful resources on the UCAS website if you encounter any problems.

If you are applying to UCEN Manchester, you will need our institution code 'M10' for when you complete your UCAS application.

### COSTS TO APPLY

To apply in 2021/22, the application fee is:

- £18 if you are applying to just one course\*;
- or
- £24 for multiple courses (and for late applications sent after 30 June).

The costs for the 2021/22 academic year may differ, so please visit the UCAS website: [www.ucas.com](http://www.ucas.com) for full details.

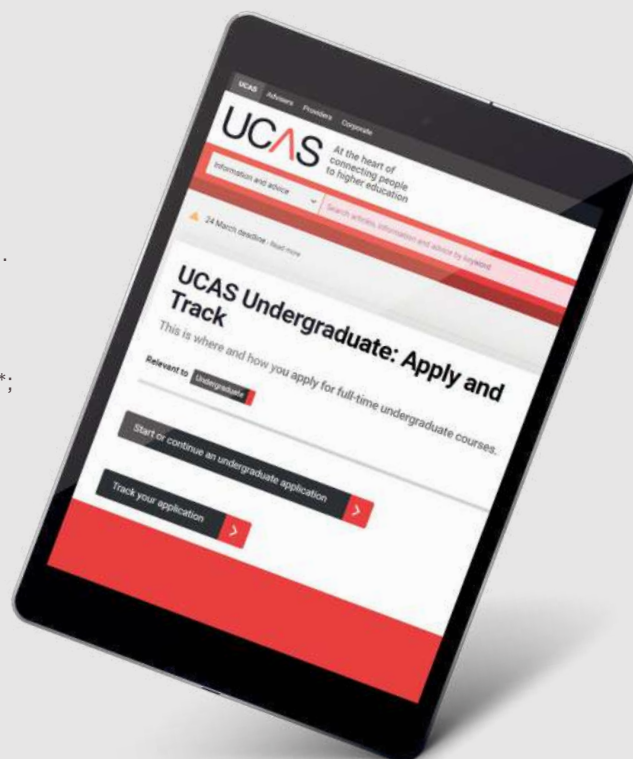
### YOUR UCAS BUZZWORD

If you are currently at school or college, you will need a buzzword from your tutor or careers advisor. This is like a password unique to your school or college that allows you to register your application with UCAS. Your school or college will then add a reference and submit your application.

Your tutor or careers advisor can explain how you apply to UCAS and whether there are any internal deadlines you need to stick to.

### DEADLINES FOR APPLYING

Please check the UCAS website [www.ucas.com](http://www.ucas.com) for key application deadlines.



### MATURE STUDENTS, OR THOSE NOT CURRENTLY AT SCHOOL OR COLLEGE

UCEN Manchester encourages all applications, including those from people who are returning to education after a time away.

You will still need to apply via UCAS as an independent applicant and write a personal statement, which needs to be between 1,000 and 4,000 characters. This is your opportunity to tell us about any additional skills or experience you may have, as well as why you want to study your chosen course. You can include examples of voluntary or work experience, as well as career aspirations and personal qualities that will help you study.

You will also need to provide details of a referee who can confirm your suitability to study at higher education level.

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**PLEASE CONTACT US  
FOR FURTHER DETAILS  
ON: 0161 674 7777**

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## PART-TIME COURSES STARTING IN SEPTEMBER 2021 AND JANUARY 2022

If you are applying for an Honours Degree, Foundation Degree (including those with a preparatory year), Higher National Certificate, Diploma or Teacher Education course, you will need to apply directly to UCEN Manchester. You can search for a course on our website ([ucenmanchester.ac.uk](http://ucenmanchester.ac.uk)). Please note, not all of our courses have both September and January start dates, check our website for further details.

You will need to register on our website and fill in the application form. Once we have received your application, we will contact you to make an offer, or invite you to interview.

### COSTS TO APPLY

Applying for a part-time course is free.

You can find further information about applying for courses and accepting any offers you receive on our website: [ucenmanchester.ac.uk](http://ucenmanchester.ac.uk) If you have any questions, our Admissions team will be able to help you on: 0161 674 7777.

### DEADLINES FOR APPLYING

Please check our website: [ucenmanchester.ac.uk](http://ucenmanchester.ac.uk) for application deadlines for 2020/2021 entry.

For September 2021 entry UCAS advises a deadline of 15 January 2021 to ensure equal consideration.

\*If you opt for a single choice, you won't be able to enter UCAS EXTRA or UCAS Clearing, or make further choices, but you can always pay the extra £6 if you want to access these UCAS services.



UCEN Manchester is committed to equality of opportunity, non-discriminatory practices and supporting individual learners.

This information is also available in a range of formats, such as large print, on request.