

Please note: This is a copy of the e-mail. There will be minor spacing/layout issues that have arisen from the content being copied into Word. These aren't in the final communications. It is intended only as a guide for your information.

Exam information, car parking, support services and more // [View in a browser](#)



Are you ready for your January exams?

The January exam period runs from **Monday 4 January - Friday 15 January 2016**. Please make sure you double check your exam times and locations on [myUWE](#).

We've put together some [guidance](#) so you know what to expect, including:

- exam etiquette
- what you can and cannot bring into an exam
- what you should do with your phone!

Remember, you **must bring your UWE ID card** to your exam and display it on your table as proof of identity.

[More information about exams >>](#)

Car parking during exams

If you have exams at Frenchay, please be aware that car parking is at a premium.

Make your way to **Car Park 20**, which will be managed by staff who may send you to an alternative car park if it fills up. **Car Park 1** will continue to be available if you car share.

Please allow yourself plenty of time to allow for finding a space and walking to your exam room.

Please note that [normal UWE parking restrictions](#) apply during the exam period.

IT maintenance weekend



Please be aware that there may be disruption to IT services from **16:30 on Friday 11 December** (the end of standard working hours) until **08:30 on Monday 14 December**.

We are aiming to minimise the impact for students, but some university IT systems (including myUWE and internet access in Glenside accommodation) are likely to be unavailable.

Please plan your access to resources accordingly, and download anything you may need for the weekend in advance.

If you have any questions, call the [IT Helpdesk](#) on **+44 (0)117 32 83612**.

The Wellbeing Service



The [Wellbeing Service](#) offers a variety of support services to help you with your personal development and mental health needs, including counselling, mental health support and specialist mentoring.

You can [register online](#) for an appointment.

There is also a Wellbeing Practitioner on duty every working day to respond to urgent concerns – please call **+44 (0)117 32 86268** to arrange for a Practitioner to speak to you.

Thought about attending one of their [workshops](#)? Topics next term include working with depression, overcoming challenges, emotional resilience and mindfulness.

Student Support Advisers are here to help

[Student Support Advisers](#) provide information and advice on a range of university matters including programme related issues, Extenuating Circumstances, academic regulations, taking time out from study and more.

You can book an appointment via any [Information Point](#).

Seen an abandoned bike? Report it

If you notice a bicycle that you think has been abandoned, please report it to UWE's Security Team by calling **+44 (0)117 32 86404** or e-mailing operationsandsecurity@uwe.ac.uk.

The bike will be logged and labelled, and if the owner fails to claim it after a certain period of time it will be donated to a local bicycle recycling charity.

Student Rep details in myUWE

We are aware of an issue where [Student Rep](#) details are not being shown in myUWE. We're working hard to fix the issue, but in the meantime if you're not sure who your Rep is and how to contact them, you can ask your Programme Leader.

Volunteer in a school next term



[UWE Volunteering](#) offer a range of weekly volunteering opportunities in local primary and secondary schools.

You could help a child to improve their confidence with reading or maths, support a class as a Classroom Assistant, run an after school club or encourage children to explore the outdoors.

The deadline to apply for roles that start next term is **Sunday 6 December 2015**.

[Read about all schools volunteering roles >>](#)

Enjoy celebrating the end of term!



The end of term is fast approaching, and we know that you'll want to celebrate handing in your assignments and the start of the Christmas holidays. Going on a night out is a big part of student life, but make sure you celebrate safely, look after yourself and your friends and be a good neighbour.

Take a look at the Students' Union [Late Night, Do It Right](#) campaign for tips to make sure you remember the night for the right reasons, and [Love Where You Live Bristol](#) for advice on staying safe and keeping the neighbours happy!

Healthcare during the Christmas holidays

The [UWE Health Centre](#) is only open during term-time, and will therefore close for Christmas on **Friday 11 December**. It will re-open on **Monday 4 January 2016**.

If you're registered with the UWE Health Centre and need to see a doctor during the Christmas holidays, you can make an appointment with the [Old School Surgery](#) in Fishponds without having to fill out any more forms (you are registered at both surgeries).

If you need to order a repeat prescription, you should complete the [Repeat Prescription Request form](#) and either:

- Drop it into Old School Surgery, and collect your prescription 72 hours later; or
- Send your request and a stamped addressed envelope to Old School Surgery, and they will post the prescription out to you.

If you are back at home for Christmas and need to see a doctor, you can register as a **temporary patient** at your local GP's surgery without affecting your registration in Bristol. Search for local services on the [NHS website](#).

The UWE Charter >>

Your exams and assessments

We're committed to ensuring that your assessments are fair and that you receive regular feedback on your progress. We've also got a range of [support services](#) ready to offer advice if you need it. Visit the [UWE Charter](#) to find out more.

Follow us



[Information Points can help answer your questions >>](#)

Talk to us

The Student Communications Team wants to hear from you. If you have any feedback on our current communication channels or how you think they could be improved, please [contact us](#).

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Registered address | University of the West of England, Frenchay
Campus, Coldharbour Lane, Bristol, BS16 1QY - United Kingdom

Dynamic content

City Campus only:



Bower Ashton redevelopment

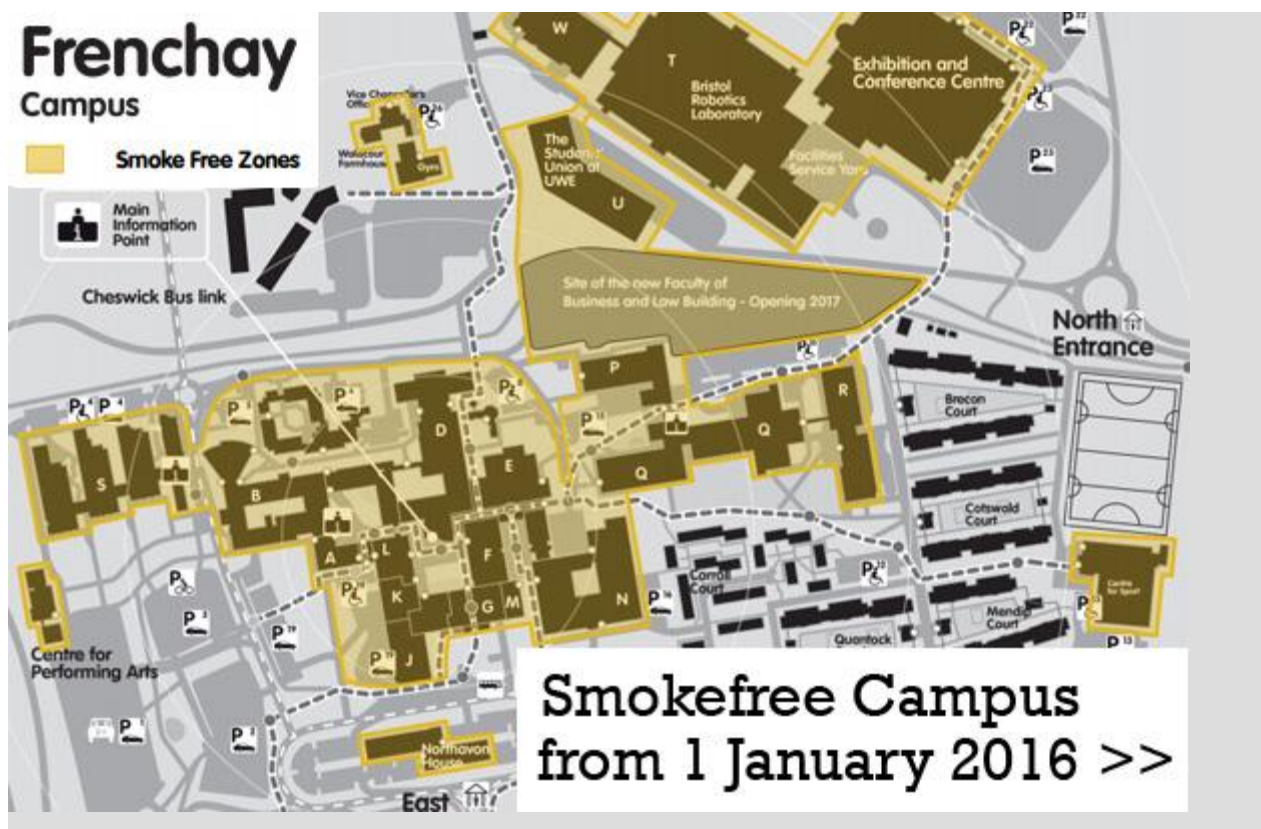
We're continuing to invest in Bower Ashton, to make sure we offer the best possible learning and teaching environment for our students.

We have put in proposals for a new building that will house new production studios, technical workshop spaces, pre- and post-production labs, tutorial rooms, a new central loans facility and more.

If you have any questions or comments on the new proposals, get in touch with your [Student Rep.](#)

[Read more about the proposed plans and see the designs >>](#)

Frenchay only:



As part of UWE's continuing commitment to providing a healthy and safe environment for all students, and in line with our Smokefree policy, [large parts of Frenchay Campus will be smoke-free from January 2016.](#)

Smoking won't be permitted in any of the yellow spaces on the map above. This includes all of the courtyards as well - such as outside the Main Information Point and outside the Library by the Community Hub.

This restriction won't apply to e-cigarettes (but you still can't use them indoors, in line with our current policy).

Get yourself used to the [new restrictions](#) now and move well away from buildings when you go out for a smoke. We'll be reminding you of this change in the weeks leading up to Christmas break.

Frenchay only:

Car parking during exams

As you're all aware, car parking on Frenchay Campus is at a premium. However, if you have an annual permit or a permission to park permit, we will find you a place to park during your exams.

Make your way to **Car Park 20**, which will be managed by staff who may send you to an alternative car park if it fills up. **Car Park 1** will continue to be available if you car share.

Please allow yourself plenty of time to allow for finding a space and walking to your exam room.

If you live within the [exclusion zone](#) but usually use Car Park 20 and pay £5, please be aware that we cannot guarantee you a space and you are advised to make [alternative transport arrangements](#).

Please note that [normal UWE parking restrictions](#) apply during the exam period.

FET only:

The Hive too busy?

[The Library](#) has 39 PCs with the same specialist software as the Hive. Find them on Level 4 of the Library, on the 'zig-zag' desks outside Staircase 7.

You are able to [book](#) these computers in advance, or, if you spot one that's free, just go ahead and use it!

ACE Level 2 and 3, HAS Level 2 and 3, FET Level 3:

Could you be one of TARGETjobs Undergraduates of the Year?

Applications for the [TARGETjobs Undergraduate of the Year Awards](#) are now open! There are 12 different awards to apply for – double check the entry criteria for each prize to see if you're eligible.

Many UWE students have been shortlisted as finalists in previous years, with Jake Tudge, an Aerospace Design Engineering student [winning](#) the Engineering Undergraduate of the Year prize in 2013. We'd love to see more UWE students being shortlisted and winning awards this year!

Come along to a workshop run by UWE Careers on [Tuesday 8 December](#) or [Wednesday 20 January](#) for support with your application, and to hear from a UWE student who was shortlisted last year.

Can't make a workshop? [Read more about how UWE Careers can help >>](#)

FET Level 2 and Level 3 of 4 year course:

Could you be one of TARGETjobs Undergraduates of the Year?

Applications for the [TARGETjobs Undergraduate of the Year Awards](#) are now open! There are 12 different awards to apply for, including awards in Engineering, Computer Science, Construction and Design. Double check the entry criteria for each prize to see if you're eligible.

Many UWE students have been shortlisted as finalists in previous years, with Jake Tudge, an Aerospace Design Engineering student [winning](#) the Engineering Undergraduate of the Year prize in 2013. We'd love to see more UWE students being shortlisted and winning awards this year!

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FBL Level 2:

Could you be one of TARGETjobs Undergraduates of the Year?

Applications for the [TARGETjobs Undergraduate of the Year Awards](#) are now open! There are 12 different awards to apply for, including Law Undergraduate of the Year, Management Undergraduate of the Year and Future Business Leader of the Year. Double check the entry criteria for each prize to see if you're eligible.

Many UWE students have been shortlisted as finalists in previous years, with Jake Tudge, an Aerospace Design Engineering student [winning](#) the Engineering Undergraduate of the Year prize in 2013. We'd love to see more UWE students being shortlisted and winning awards this year!

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Can't make a workshop? [Read more about how UWE Careers can help >>](#)

FBL Level 3:

Could you be one of TARGETjobs Undergraduates of the Year?

Applications for the [TARGETjobs Undergraduate of the Year Awards](#) are now open! There are 12 different awards to apply for, including Law Undergraduate of the Year and Future Business Leader of the Year. Double check the entry criteria for each prize to see if you're eligible.

Many UWE students have been shortlisted as finalists in previous years, with Jake Tudge, an Aerospace Design Engineering student [winning](#) the Engineering Undergraduate of the Year prize in 2013. We'd love to see more UWE students being shortlisted and winning awards this year!

Come along to a workshop run by UWE Careers on [Tuesday 8 December](#) or [Wednesday 20 January](#) for support with your application, and to hear from a UWE student who was shortlisted last year.

Can't make a workshop? [Read more about how UWE Careers can help >>](#)