

MANCHESTER  
1824

The University of Manchester



# School and college liaison guide

A guide to accessing activities at  
The University of Manchester

# A professional service to schools and colleges

The University of Manchester aims to provide a high quality, professional and flexible service to schools and colleges. Our Staff are able to provide expert, up-to-date information on issues of progression to HE and are members of the Higher Education Liaison Officers Association (HELOA), the professional body overseeing university work with prospective students and their influencers. Staff and student ambassadors working with young people have also received training and official clearances to undertake their work.



# Welcome

The University of Manchester has a well-established programme of high quality activities to equip young people, teachers and advisers with relevant and up-to-date information and advice about higher education. This guide provides an overview of the range of opportunities we offer, from activities and resources for primary and secondary school pupils through to work with post-16 students and adults returning to education. The guide also contains information about the support we offer teachers, advisers, parents and carers as well as highlighting the exciting learning opportunities provided by the University's Library and cultural institutions.



Our work with schools and colleges is designed to provide an insight into university life and help students and their key influencers navigate their way through the changing education landscape. Activities take place both on the University campus and in schools and colleges and are designed to be interactive and enjoyable with lots of opportunities to speak with current students and academic staff.

There are two main strands to our work: activities which introduce learners to higher education wherever that may be, and work to support students with an interest in studying at The University of Manchester. Depending on the activity and age group involved, our activities will:

- introduce learners to the benefits of higher education;
- increase awareness of the range of courses which can be studied and the importance of decisions at key transition points;
- provide opportunities to explore new subjects and the careers these can lead to;

- familiarise learners with different aspects of university life including: teaching and learning, accommodation, student finance and extra-curricular activities;
- increase confidence and motivation for further study;
- advise students on how to make the most of their university applications.

The programmes outlined in this guide have been developed in consultation with young people, teachers and advisers. They aim to support and add value to the information, advice and guidance work being carried out every day in schools and colleges. I hope you find this introduction to our activities useful and my team and I look forward to working with you and your students.

**Mike Gibbons**

**Director of Student Recruitment and International Development**

## Informed Choices and Progression Pathways

With the wide range of courses and qualifications young people can choose from, particularly when it comes to making their post-16 choices, access to impartial and current information and advice is crucial. Sometimes students can find themselves in a position on applying to university where some doors are closed because they do not have the relevant subjects or qualifications to apply to the courses they are interested in. As a member of the Russell Group of universities, The University of Manchester has contributed to a publication called 'Informed Choices'. The aim of this guide is to help young people make the best decisions for them which are informed and based on their own research. The guide can be downloaded from the Russell Group website.

[www.russellgroup.ac.uk/informed-choices](http://www.russellgroup.ac.uk/informed-choices)

**RUSSELL**  
INTERNATIONAL  
EXCELLENCE  
GROUP

## Applying to The University of Manchester

The University of Manchester is open to talented students from all backgrounds and our aim is to remove barriers to participation in higher education.

We are committed to pursuing exemplary fair access and admissions processes which identify and attract the very best UK and international students, including those from educationally disadvantaged backgrounds.

Strong examination results are the main factor in the admission of students to our courses and the University accepts a wide range of qualifications. In addition to this, we can also consider other information to ensure we admit students with the most outstanding potential. This is assessed within a structured framework and includes prior and predicted grades; evidence of knowledge

and commitment as evidenced in the personal statement; and teacher references. Some courses may also take into account performance at interview, aptitude tests and portfolios. Where this applies it will be stated within the course profile.

We may also consider any exceptional circumstances or personal barriers to learning that students have faced. These can be flagged up using contextual data and this allows us to build up a full and rounded view of applicants.

For further information about our entry requirements and details for individual courses please visit:  
[www.manchester.ac.uk/undergraduate/howtoapply](http://www.manchester.ac.uk/undergraduate/howtoapply)



## Useful websites

### General higher education information, advice and guidance

[www.brightknowledge.org](http://www.brightknowledge.org)  
[www.russellgroup.ac.uk/informed-choices](http://www.russellgroup.ac.uk/informed-choices)

### Applying to University

[www.ucas.co.uk](http://www.ucas.co.uk)  
[www.umass.manchester.ac.uk/applying](http://www.umass.manchester.ac.uk/applying)

### Student Finance

[www.manchester.ac.uk/studentfinance](http://www.manchester.ac.uk/studentfinance)  
[www.gov.uk/student-finance](http://www.gov.uk/student-finance)

### Careers

[www.prospects.ac.uk](http://www.prospects.ac.uk)

# Index of programmes and activities

Programme or activity	Target Group	Summary	Further information and booking instructions	Page
Primary Programme	Y5 and Y6	Activities and resources for primary schools	primary@manchester.ac.uk	7
The Manchester Gateways Programme	Y7 – Y11	A coherent programme of activities to introduce pupils to all aspects of higher education	gateways@manchester.ac.uk	12 and 13
Gateways Mentoring	Y10 and Y11	Additional mentoring support for students on the Gateways programme	gatewaysmentoring@manchester.ac.uk	12
Manchester Higher	Y7 – Y11	A range of on and off campus activities delivered in partnership with Manchester Metropolitan University	schoolsandcolleges@manchester.ac.uk	14
Academic Enrichment Programme	Y7 – Y13	Stimulating events for able, gifted and talented learners in a range of subject areas	schoolsandcolleges@manchester.ac.uk	14 - 16
Young Person's University of Manchester	Y7 – Y11	An interactive website for secondary school pupils	schoolsandcolleges@manchester.ac.uk	16
School University Partnership Initiative	Y7 – Y13	A programme of activities on campus and in schools and colleges to bring young people together with University researchers	schoolsandcolleges@manchester.ac.uk	17
Access All Areas	Y7 – Y11	Activities led by Student Societies from the University's Students' Union	schoolsandcolleges@manchester.ac.uk	17
Work with looked after children	Y7 – Y11	Activities targeted at young people from a care experience background	schoolsandcolleges@manchester.ac.uk	27
HE Presentations, Talks and Workshops	Y12 – Y13	Presentations on all aspects of HE progression	schoolsandcolleges@manchester.ac.uk	20
UCAS and school/college HE Fairs	Y12 – Y13	Participation of University staff at UCAS and schools/college events	schoolsandcolleges@manchester.ac.uk	21
Guided Campus Visits (school and college)	Y12 – Y13	Structured visit to the University including presentation, student panel and tour	schoolsandcolleges@manchester.ac.uk	21
Guided Campus Visits (individual)	Y12 – Y13	Structured visit to the University including presentation, student panel and tour	schoolsandcolleges@manchester.ac.uk	22

Programme or activity	Target Group	Summary	Further information and booking instructions	Page
University Open Days	Y12 – Y13	University wide Open Day for prospective students	schoolsandcolleges@manchester.ac.uk	22
Discover Days	Y12 – Y13	Taster lectures and workshops offering an insight into a range of Manchester degree programmes	discover@manchester.ac.uk	23
The University of Manchester Aspiring Students' Society (UMASS)	Y12 – Y13	Structured programme for individual prospective University of Manchester students	umass@manchester.ac.uk	24
Realising Opportunities	Y12 – Y13	A national programme to promote fair access and social mobility of students from under-represented groups	realisingopportunities@manchester.ac.uk	24
Manchester Access Programme (MAP)	Y12 – Y13	Two year equity and progression programme	map@manchester.ac.uk	25
Extended Project Qualification	Y12 – Y13	On and off campus support for teachers and students undertaking the EPQ qualification	schoolsandcolleges@manchester.ac.uk	26
Sixth Form Lecture Series	Y12 – Y13	Lectures in a range of subjects delivered by our academic staff in schools and colleges	schoolsandcolleges@manchester.ac.uk	26
Work with care leavers	Y12 – Y13 and Foster Carers	Activities and initiatives to support care leavers and their key influencers	schoolsandcolleges@manchester.ac.uk	27
Star Lectures	Y9 – Y13	Lectures by prominent academics in a range of subject areas	schoolsandcolleges@manchester.ac.uk	27
Adults Returning to Education	Adult Learners	Activities for adults considering returning to HE	schoolsandcolleges@manchester.ac.uk	28 and 29
Cultural and educational opportunities	All age groups	Activities at the University's special and cultural assets	see individual pages	30
Teacher and Adviser CPD opportunities	Teachers and advisers	Programme of events and opportunities for teachers and advisers	schoolsandcolleges@manchester.ac.uk	36
Parent and carer activities	Parents and carers	Open Days and special events targeted at parents and carers	schoolsandcolleges@manchester.ac.uk	39

# Primary schools



Our interactive programme of work with primary learners aims to introduce children to the world of higher education, allowing them to meet real students and find out more about the study opportunities and social dimension of university life. Our programme promotes the idea of university as a realistic and attainable goal and opens pupils' eyes to new subjects and careers. Through this work we are also able to forge strong links with our local communities by linking undergraduate and postgraduate student volunteers to our local primary schools.

## The Primary Programme Y5-6

### The Primary Programme

The Primary Programme aims to provide an insight into and overview of higher education for pupils in years 4, 5 and 6. The activities within the programme aim to raise awareness of the benefits of higher education and allow pupils to explore the wide range of subjects as well as the cultural and social opportunities that university provides.

There are 4 activities on offer to schools within the Primary Programme and schools may engage with some or all of these.

### Higher Education Awareness Days

The HE day is open to 1 class of Year 6 pupils (30 pupils max). The days are interactive and pupils get an opportunity to ask questions about university life to our staff and student ambassadors.

A typical day comprises:

- 10.00am Arrival, welcome and introduction to The University of Manchester
- 10.30am Meet the Students activity
- 11.15am Curriculum enrichment workshop
- 12.15pm Lunch
- 1.00pm Student-led Campus Tour
- 2.00pm Summary and Feedback
- 2.30pm Depart



### Primary Roadshows

We can also come to you. We can deliver a presentation/workshop for a class of 30 or we can do an afternoon hands-on activity in the school hall. The roadshows are suitable for Year 5 or 6. Student ambassadors will accompany the member of staff delivering the roadshow to introduce the young audience to the different dimensions of student life.



### School Support Schemes

University students can support local primary schools in specific subject areas, particularly around literacy.

Any scheme involving our students also aims to raise pupils' aspirations by providing them with friendly and positive role models in higher education. Support can be tailored around school requirements but places are limited.

This scheme is most suitable for pupils in years 4 and 5.

### The Children's University of Manchester website

[www.childrensuniversity.manchester.ac.uk](http://www.childrensuniversity.manchester.ac.uk)



The Children's University of Manchester website is a tremendous educational resource for KS2 pupils and teachers. This highly interactive resource gives children the opportunity to learn with our academic staff and students in ways that support specific aspects of the KS2 curriculum. New learning modules have recently been developed and subject areas now include science, history and languages.

If you would like a student volunteer to demonstrate our website to pupils in Year 4 or 5 and help them work through the interactive games and exercises please contact us to arrange a date.

**target** priority schools in Greater Manchester  
**email** [primary@manchester.ac.uk](mailto:primary@manchester.ac.uk)  
**web** [www.manchester.ac.uk/schoolsandcolleges](http://www.manchester.ac.uk/schoolsandcolleges)  
**tel** 0161 306 6506



# Secondary schools

Our extensive programme of work with secondary learners aims to raise their awareness of higher education teaching, learning and living environments, provide information and advice on study programmes, institutions and career opportunities and enhance their academic, study and personal skills.





## The Manchester Gateways Programme for Y7 – Y11 learners

The University of Manchester Gateways Programme is an integrated programme for Year 7-11 learners and their accompanying teachers. Schools commit to bringing year groups through the whole programme so that a pupil can make at least 5 visits to the University before moving on to more advanced study in further education. The programme is targeted at learners who are underrepresented in HE and aims to:

- raise awareness of higher education teaching, studying and social environments
- introduce “real students” on visit days to build up an authentic, first-hand understanding of what university, student life and students are like
- develop transferrable skills in team working, independent enquiry, self-management, reflective learning, effective participation, creative thinking
- provide information, advice and guidance to enable learners to make informed decisions about GCSE and post-16 choices
- allow an opportunity to ‘specialise’ in preferred subject-areas by offering a range of subject-specific sessions from which Gateways students can choose.

As well as a generic core of activities for all pupils, there are three subject pathways in the Gateways programme:

- Science, Technology, Engineering and Maths (STEM)
- Medical, Human and Biological Sciences
- Humanities

Activity days for each group take place at certain times throughout the academic year in conjunction with school timetables to maximize the opportunity for schools to attend.

## Gateways Mentoring for Y10 and 11 learners

Gateways can offer additional benefits to schools committed to The University of Manchester Gateways Programme, including the Gateways Mentoring Programme and Summer School opportunities.

The Gateways Mentoring Programme targets young people who express an interest and have the potential to succeed in higher education. The aim of the mentoring sessions is to give information about HE, university life and student life. The mentor can support the pupils during their studies, encourage them to work to their full potential and explore different educational and career pathways available to them.

The mentoring sessions are complemented by Access to the Professions Days held on campus, which aim to deliver subject specific messages relating to specific professions such as Law, Healthcare and Engineering in a fun, informative and hands-on way. Access to the Professions Days are delivered with the help of professionals from that particular field to offer a real insight into these careers.

The scheme is offered to selected secondary school pupils taking part in the Gateways programme.



The programme for Gateways is:

Year Group	Activity	Content
7	University Uncovered	The University Uncovered Visit introduces learners to university through fun, hands-on activities led by current undergraduates.
8	Familiarisation Visit	The Familiarisation Visit introduces learners to the wide range of different subjects available at university through hands-on, stimulating activities led by postgraduate researchers. Learners develop their knowledge and understanding about the variety of subject areas at university and experience workshops from Humanities, STEM and Life Sciences.
9	Build my Future	The “Build my future” day encourages learners to think about what they want from their future – what their natural strengths and talents are and how these can be applied in different university course and career areas e.g. Arts and Humanities, Science and Engineering and Healthcare.
10	Exploration Visit	The Exploration Visit uses the theme of ‘Identity’ as a thread to link the key elements of the day. Learners have the opportunity to consider their own identity – their preferences, skills and strengths – through exploring the progression routes into careers and courses that they are interested in. This is followed by a suite of workshops, delivered at the Manchester Museum, on the theme of identity.
11	Skills for Success	The Skills for Success day focuses on improving learners’ awareness of university learning styles through completing a group research enquiry into a topical issue. Learners mix with pupils from other schools in order to develop communication and group-work skills and to learn from others’ experiences.

### Mentoring

**target** priority schools in Greater Manchester

**email** gatewaysmentoring@manchester.ac.uk

**web** www.manchester.ac.uk/gatewaysmentoring

**tel** 0161 275 1520

### Gateways

**target** priority schools in Greater Manchester

**email** gateways@manchester.ac.uk

**web** www.manchester.ac.uk/gateways

**tel** 0161 306 5606

## Manchester Higher

The University of Manchester and Manchester Metropolitan University are working in partnership to provide learners across Greater Manchester with high quality higher education awareness raising activities. This programme has been developed through consultation with local schools and the national Aimhigher initiative which ended in July 2011. The partnership programme offers schools a wide range of on and off campus events. These include:

### On campus

- Year 8/9 Choice Days
- Year 10 Campus Visits
- Teacher CPD sessions
- Events for targeted learners including children and young people in care and disabled learners

### Off Campus

- A representative and a stand at Information, Advice and Guidance (IAG) events (e.g. careers fairs, parents' evenings, and options evenings).
- Presentations for pupils in years 7 – 11 focusing on choices, progression routes and student life
- Star Student board game - an interactive and fun activity for Year 8/9 learners
- Twilight Teacher CPD sessions in school

**target** priority schools in Greater Manchester

**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

**web** [www.manchester.ac.uk/manchester-higher](http://www.manchester.ac.uk/manchester-higher)

**tel** 0161 275 8172

## Academic Enrichment Programme

Each year we offer a programme of activities showcasing a range of subject areas for all year groups. These activities are ideal to provide stretch and challenge to able, gifted and talented learners from all educational backgrounds.

**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

**web** [www.manchester.ac.uk/academicenrichment](http://www.manchester.ac.uk/academicenrichment)

**tel** 0161 306 6506



## Science, Technology, Engineering and Maths (STEM) subjects

The University is a major provider of STEM subjects at degree level and we recognise their importance to the UK's skills base. Evidence indicates that activities to support the take-up of STEM subjects in school and university is having a positive impact on the numbers opting to continue these subjects post-16 and beyond.

We include STEM activities in our core University of Manchester Gateways Programme and also run a programme of engaging activities, lectures and workshops throughout the year to help learners to explore STEM subjects and encourage them to study these subjects at A-level and beyond.

We are a major contributor to the Manchester Science Festival and put on an exciting programme of events each year for National Science and Engineering Week.

**target** All schools and colleges within an easy to travel distance

**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

**web** [www.manchester.ac.uk/stem](http://www.manchester.ac.uk/stem)

**tel** 0161 306 6506



## Medical and Healthcare subjects

The University is a key provider of healthcare education and training in the North West. Drawing on this expertise our outreach programmes engage learners with health-care related disciplines through events such as the 'Healthcare Careers Awareness Day', 'Pharmacy in Schools' and 'What do Psychological Scientists do?'

**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

**web** [www.mhs.manchester.ac.uk/public/schools](http://www.mhs.manchester.ac.uk/public/schools)

**tel** 0161 306 6506



## Humanities

The University's Faculty of Humanities is larger than many universities and covers an enormous range of academic subject areas. To raise awareness of the diverse range of disciplines in the Humanities we offer a rich variety of activities for schools pupils, many of which form part of our Academic Enrichment Programme. This includes events such 'Insight into Politics', 'Insight into Law' and 'Insight into History'. These days showcase subject areas through interactive workshops and opportunities to work with current students from these disciplines.

**target** All schools and colleges within an easy to travel distance

**email** schoolsandcolleges@manchester.ac.uk

**web** www.manchester.ac.uk/schoolsandcolleges

**tel** 0161 306 6506

## Languages

Our School of Arts, Languages and Cultures works with schools across the North West for all age groups. We endeavour to assist schools in promoting languages to their pupils, through events, talks and taster sessions. These include:

- Sharing Words – linking native foreign speakers to local sixth formers
- Campus based taster events for Y8-Y12 students
- Talks in schools and colleges

**target** local schools and colleges

**email** schoolsandcolleges@manchester.ac.uk

**web** www.alc.manchester.ac.uk/aboutus/schoolsandcommunityengagement

**tel** 0161 275 3429

## Young Person's University of Manchester



The Young Person's University of Manchester is a website for students and teachers. The site comprises self-study challenges related to the main subject disciplines at the University. Included within each challenge is the option to discover more about studying related subjects at university and future career options.

The weekly blog highlights the research being done by the University of Manchester's Widening Participation Fellows: PhD candidates from across the University who work to engage young people with university life and study. Information about research developments and public engagement activities will also feature on this page.

**email** ypu@manchester.ac.uk

**web** www.ypu.manchester.ac.uk

**tel** 0161 306 6506



## School-University Partnership Initiative (SUPI)

The Research Councils UK (RCUK) funded Schools-University Partnership Initiative (SUPI) is a three-year project aimed at providing opportunities for schools and universities to work collaboratively to bring contemporary research to life for young people.

Working with schools within Greater Manchester, the University seeks to inspire the next generation of researchers by facilitating engagement between secondary and sixth-form students, research staff, and teachers, enabling young learners to discover what it is like to be a researcher and to develop research inquiry skills. The project will consist of:

- Training and development for University researchers and school teachers;
- Research-based activities for learners and teachers that allow them to engage with current research and research processes;
- Web-based resources to extend this learning into the classroom;
- An online portal of to facilitate teacher-researcher links.

**target** local schools and colleges

**email** schoolsandcolleges@manchester.ac.uk

**web** www.manchester.ac.uk/schoolsandcolleges/supi

**tel** 0161 306 6506

## The University of Manchester Students' Union



Access All Areas is the University of Manchester Students' Union's outreach programme. Student societies work in partnership with local schools to develop high quality activities, giving young people the opportunity to explore the wide range of experiences which make up life at the University of Manchester. Examples of recent activities include:

- A choir project with X Factor stars Harmony Gospel Choir, including a performance in their Christmas Concert at Academy 1
- Arts and humanities mentoring with Arts Emergency
- Dance performance with the Dance Society
- Developing a photography exhibition with PhotoSoc

Pupils will get the opportunity to undertake a campus visit, including a tour of the Students' Union, and meet current students. Projects are developed in conjunction with partner schools, and are suitable from early years to Year 11.

**target** priority schools in Greater Manchester

**web** www.manchesterstudentsunion.com/accessallareas

# Post-16 opportunities



Our engagement with post-16 learners provides opportunities for prospective students of higher education to find out information about study options at The University of Manchester and other research-intensive institutions. More specific information and advice is offered on aspects such as choosing institutions and courses, the application process, student finance, entry requirements, student life and accommodation. We also encourage the development of skills specific to studying at research-based universities. We offer a number of academic enrichment activities, both on and off campus. Importantly, we recognise that students have individual needs and therefore for some of our on campus activities students can attend as individuals, providing they have sought consent from their school or college.

## HE Presentations, Talks and Workshops

Our team of knowledgeable staff in the Student Recruitment and Widening Participation team offer a range of presentations, talks and workshops about different aspects of higher education to learners in post-16 education. We are conscious of the need to impart impartial information to prospective students. So whilst we will inevitably draw on examples from The University of Manchester, each presentation has been designed to offer generic information and advice for post-16 learners.

Title	Details	Length	Audience
Choosing What and Where to Study	This presentation covers the main issues to think about when students are considering their Higher Education options: <ul style="list-style-type: none"> <li>• Why go to university</li> <li>• What to consider when choosing what to study and the implications on future job prospects</li> <li>• What to consider when choosing which university to study at</li> <li>• Resources to help students in carrying out their research into different courses and universities</li> </ul>	30-45 mins	Year 12 learners
Art of Application and Personal Statements	This presentation covers the UCAS application process and how to write an effective personal statement. Information includes: <ul style="list-style-type: none"> <li>• Key UCAS information (including dates/timescales)</li> <li>• The UCAS application form and the process of applying through UCAS</li> <li>• An introduction to the personal statement and how it is used by universities</li> <li>• What to include in a personal statement and tips for students to demonstrate they have the skills, knowledge and experience to succeed on their chosen course.</li> </ul> <p>There is also an option for a classroom- based workshop which is suitable for groups of up to 40 students. Students will take part in a range of activities which will encourage them to focus on their skills and evidence them effectively, whilst also having the opportunity to begin structuring their personal statement.</p> <p>Personal statement leaflets will be given out (to support the information given in the presentation) regardless of whether the presentation-only option is selected or the workshop option.</p>	45 mins (presentation only)  Between 60 mins and 90 minutes (presentation and workshop)	Year 12/13 learners
Student Life	This presentation aims to excite and enthuse students and give them a taste of student life by introducing them to: <ul style="list-style-type: none"> <li>• Welcome Week</li> <li>• Students Union, Sport, Volunteering and Clubs and Societies</li> <li>• Accommodation and pastoral support</li> <li>• Higher Education Study methods</li> </ul> <p>This presentation is delivered by a current student or recent graduate.</p>	30 mins	Year 12/13 learners
Why Manchester?	This presentation covers key information about the 'Manchester experience' including study opportunities, student life, the city of Manchester and our history and heritage.	30-45 mins	Year 12/13 learners and/or parents and carers
Student Finance	This presentation covers: <ul style="list-style-type: none"> <li>• Tuition Fees and Tuition Fee loans</li> <li>• Maintenance Loans and Grants</li> <li>• Additional types of support available</li> <li>• Scholarships and bursaries</li> <li>• Repayment</li> <li>• Key resources and websites for more information</li> </ul> <p>There is also an option for a classroom-based workshop which is suitable for up to 40 students. This workshop will focus on budgeting whilst at university and top tips for students to manage their money effectively.</p>	45-60 mins (presentation only)  Between 60 and 90 mins (presentation and budgeting workshop)	Year 12/13 learners and/or parents and carers
Subject Specific Presentations	We have one of the widest range of undergraduate degree programmes in the UK. Staff in our Academic Schools can present information on study opportunities in a range of different degree disciplines.	30-60 mins	Year 12 learners



## UCAS and School/College Higher Education Conventions

We receive applications from talented students right across the UK and come into contact with more than 100,000 prospective students each year at events, fairs and conventions across the length and breadth of the UK. We encourage prospective students, parents, teachers and career advisers to visit us at our stand, where we can answer questions about study opportunities at The University of Manchester. Our webpages contain information on all of the major UCAS events we attend. Alternatively if your school or college is organising its own HE fair, please let us know and we can often arrange to attend.



## Guided Campus Visits: school and college groups

We offer regular Campus Visits for school and college groups. The programme for the visit includes a presentation, a question and answer session with a panel of our current students and a guided tour of the campus led by a current student. These visits are a great opportunity for students to experience the University campus first hand and to speak to current students who will have recently gone through the transition from school or college to university.

The presentation provides information on The University of Manchester, advice on choosing a university and course and student life.

The campus tour highlights some of the key buildings on campus including our Students' Union, The University of Manchester Library, the Old Quadrangle and the Manchester Aquatics Centre.

<b>target</b>	Y12/13 students; parents; adult returners
<b>email</b>	<a href="mailto:schoolsandcolleges@manchester.ac.uk">schoolsandcolleges@manchester.ac.uk</a>
<b>web</b>	<a href="http://www.manchester.ac.uk/study/undergraduate/open-days-visits/meet-us/">www.manchester.ac.uk/study/undergraduate/open-days-visits/meet-us/</a>
<b>tel</b>	0161 275 2212

## Guided Campus Visits: individual prospective students and parents

We organise Guided Visits of our campus for individual students and their parents and carers. The sessions run on various Wednesdays throughout the year and a full list of dates can be found on our website below.

The Guided Visit includes a welcome presentation, a question and answer session with a panel of our current students and a guided tour of the campus led by a current student.

The presentation provides information relating to our academic history and reputation, social facilities, support facilities, accommodation and the city of Manchester.

The campus tour highlights some of the key buildings on campus including our Students' Union, The University of Manchester Library, the Old Quadrangle and the Manchester Aquatics Centre.

**target** Y12/13 students; parents; adult returners  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/undergraduate/opendays/other-visits  
**tel** 0161 275 2212

## Undergraduate Open Days

Each year we hold four Undergraduate Open Days – two in June, one in September and one in October. They provide an excellent opportunity for students, parents and teachers to find out more about all of our undergraduate programmes of study, as well as allowing potential applicants the opportunity to visit the University and its facilities.

Academic Schools deliver presentations on their subjects as well as hosting exhibition stands where visitors can find out more about the programmes of study offered at the University. Undergraduate Open Days offer the opportunity to speak to staff and students from the subject area, find out more about what the courses cover, how they are taught and advice on the application process.

In addition to Academic Schools showcasing their programmes of study, we provide a series of talks including Student Life, Student Finance University Accommodation, Studying Abroad and Graduate Careers. There is a Student Experience Exhibition with information on a number of support services available at Manchester including Sport, Student Services and the University Library. Visitors also have the option to take part in a tour of the campus led by current students of the University.

Follow the links below for further information and booking and registration details.

**target** Y12/13 students; parents; adult returners  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/openday  
**tel** 0161 275 2212



## Year 12 Discover Days

Discover Days are targeted at Y12 students, and other people who are about to embark on the UCAS application process. They offer an invaluable opportunity to find out more about degree programmes available at Manchester before submission of an application, through really personal, hands-on experiences. Students can attend these events as individuals and teachers are welcome to accompany them.

At The University of Manchester we offer over 400 different degree courses. As many of these involve the study of disciplines which do not form part of the school or college curriculum, Discover Days help people get a taste of fresh and exciting areas of study. Many events focus on an individual subject area, such as Sociology or Midwifery. Others will offer an insight into the diverse courses relating to popular areas, such as Life Sciences, History or Engineering.

Discover Days aim to:

- offer insight into a range of degree programmes which can be studied at The University of Manchester
- provide general insight through subject-overview talks and careers information
- provide a taste of the subject at HE level through mini-lectures and workshops
- offer a campus tour led by undergraduates in the relevant discipline area

- include plenty of time for students to put their own queries to academics and those who already study here

Sample programme of a typical Discover Day:

- 9.30 am Arrival, registration and refreshments
- 9.55 am Welcome and introduction
- 10.00 am Degree Programme Overview
- 10.15 am Career Prospects Talk
- 10.45 am Break and workshop sign up
- 11.00 am Campus and departmental tour (with current undergraduate students)
- 12.15 am Lunch Break
- 1.00 pm Workshops (students can choose between a range of interactive workshops run by academics and postgraduates)
- 2.15 pm Question and Answer Session with students
- 3.00 pm Finish

Discover Days take place during two periods each year, before the Christmas break and in Summer after the exam period. To browse the full programme throughout the year please visit our webpages.

**target** Y12 students  
**email** discover@manchester.ac.uk  
**web** www.manchester.ac.uk/discoverdays  
**tel** 0161 275 1520

## The University of Manchester Aspiring Students' Society (UMASS)

UMASS (The University of Manchester Aspiring Students' Society) offers level 3 learners the opportunity to engage directly with the University. The society offers support with the application process, insight into student life and guidance on preparing for university study. UMASS is open to all students in Y12 or Y13 and they can sign up individually at any time via the website.

UMASS members receive support through a monthly e-newsletter and dedicated website which features online activities, information about upcoming on campus events and advice on the university application process. Through UMASS students are able to choose activities which best match their interests and that support the skills they are seeking to develop. When students come to complete their UCAS application, participation in UMASS will enable them to demonstrate an active interest in their subject area and skills such as independent learning. UMASS offers:

- Discover Days
- Preparation for University Study Workshops
- Guidance Workshops e.g. completing the UCAS personal statement
- Taster Lectures
- E-Newsletter
- Online activities, including podcasts and student blogs, via the UMASS website

**target** Y12 and Y13 learners  
**email** [umass@manchester.ac.uk](mailto:umass@manchester.ac.uk)  
**web** [www.manchester.ac.uk/umass](http://www.manchester.ac.uk/umass)  
**twitter** @UMASS6

## Realising Opportunities (RO)

The University of Manchester is part of Realising Opportunities (RO). This is a unique collaboration of 15 leading universities, working together to promote fair access and social mobility of students from under-represented groups. Students are supported through a coherent programme of activities designed to raise their aspirations to progress to research intensive universities. The University offers a range of events and activities for RO students throughout the year, as well as a dedicated RO drop-in session at each of our Undergraduate Open Days.

**target** students from RO target schools/colleges  
**email** [realisingopportunities@manchester.ac.uk](mailto:realisingopportunities@manchester.ac.uk)  
**web** [www.manchester.ac.uk/undergraduate/schoolsandcolleges/post-16/ro](http://www.manchester.ac.uk/undergraduate/schoolsandcolleges/post-16/ro) and [www.realisingopportunities.ac.uk](http://www.realisingopportunities.ac.uk)



## Manchester Access Programme (MAP)

Our goal is to recruit students who will be successful at Manchester regardless of their educational and social background. To ensure this, we have developed the Manchester Access Programme (MAP) to target and support talented students from the local area who are from backgrounds currently underrepresented in higher education.

MAP is a structured programme scheme for Y12 students who meet specific academic and background criteria. Students undertake a varied programme of activities which includes:

- a series of personal development and skills workshops
- a University Life Conference (with a residential option)
- a supported admissions process which includes a one-to-one UCAS application guidance interview with University staff.

Students also complete an Academic Assignment under the guidance of an Academic Tutor at the University, which helps to develop the required skills for university study and provides an excellent opportunity for them to demonstrate their potential for higher education.

All students who successfully complete the Manchester Access Programme benefit from 40 UCAS points (which is equivalent to 2 A-level grades) towards their University of Manchester offer and an annual scholarship should they become students at The University of Manchester.

Students are targeted on criteria related to academic potential and measures of underrepresentation in HE. A list of criteria along with further information on the programme of activities can be found on our website.

**target** Y12 learners from backgrounds underrepresented in HE  
**email** [map@manchester.ac.uk](mailto:map@manchester.ac.uk)  
**web** [www.manchester.ac.uk/undergraduate/map](http://www.manchester.ac.uk/undergraduate/map)  
**tel** 0161 306 6505



## Extended Project Qualification

The University offers on and off campus support for students undertaking the Extended Project Qualification (EPQ). The on campus visits consist of a research skills workshop and library induction where students can also start carrying out their own independent research.

We have also developed a suite of downloadable materials designed by experienced researchers specifically to support students studying for the EPQ. These sessions can be used by teachers delivering the taught element of the EPQ to provide students with an excellent grounding in the academic and intellectual skills required. The web link for these resources is given in the box below.

**target** Students undertaking the EPQ  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/extendedproject  
**tel** 0161 275 1520

## Sixth Form Lecture Series

The University of Manchester is home to experts in a wide range of academic fields. In order to share this expertise and enrich the curriculum, we offer over one hundred subject-specific lectures to schools and colleges in a range of academic disciplines. The majority of lectures will take place in your school or college and you can arrange a date and time that are mutually convenient for you and the academic. These lectures are available to schools and colleges within approximately one hour's travelling distance of The University of Manchester. To view the full range of lectures and make a booking visit the link given in the box below.

**target** Y12 and Y13 students  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/sixth-form-lectures  
**tel** 0161 306 6506



## Work with young people leaving care



The University of Manchester works with a number of targeted groups including looked after children and young people leaving care. The University has been awarded the Buttle UK Quality Mark for supporting Care Leavers in Higher Education. This is awarded in recognition of HE institutions that go the extra mile to support students who have been in public care. The University's support includes:

- Working with young people in secondary schools to raise awareness of HE;
- Partnership working with organisations such as Barnardos and Local Authorities to provide advice and guidance for care leavers and their key influencers;
- Recognising applicants who have experience of being in care through the application process;
- 52-week accommodation contracts in University halls of residence.

For information about additional funding for care leavers please visit our finance pages and the section on scholarships and bursaries.

[www.manchester.ac.uk/undergraduate/studentfinance](http://www.manchester.ac.uk/undergraduate/studentfinance)

**target** children and young people in care and care leavers  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/undergraduate/schoolsandcolleges/secondary/targeted-groups  
**tel** 0161 275 1520



## Star Lectures

The Star Lecture Series has been developed by the University to allow teachers and pupils access to exciting curriculum resources delivered by some of our leading academic staff. Filmed and recorded at the University, these lectures cover topic areas on the national curriculum and exam syllabuses, link students' studies to current research and offer an insight into university study. The series covers a variety of different subject areas and age ranges, from Year 9 to sixth form students. Previous lectures by Professor Dame Nancy Rothwell, Professor Brian Cox and Professor Geof Beattie can be found on our website.

**target** Y9 – Y13 students  
**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/starlectures  
**tel** 0161 275 1520



## Adults Returning to Education

The University of Manchester positively welcomes applications from adult learners and values the contribution that they make to the learning environment. Adults returning to study and then entering university have shown themselves to be among our most well-equipped learners, bringing with them a number of skills and attributes gained from family, work and other life experiences.

We work to support applications from adult learners and also to help prepare adults who are returning to study after a period away from education. We do this through a variety of activities:

### Adults Returning to Education Information Sessions

Adult Learners considering returning to education to pursue a degree, or who may have already applied to the university, can sign up for an 'Adults Returning to Education Session'. This is a one-to-one meeting or group session with a member of staff from the Student Recruitment and Widening Participation Team which provides the opportunity to ask any questions and also to receive relevant information and support.

Information on the following areas is provided: university study; student support; student societies and social networks; the UCAS application process and admissions processes; courses and entry requirements; student finance.

These sessions run on the first and third Wednesday of every month and must be booked in advance. Please follow the links and numbers below for booking details. Visitors are also welcome to book onto a guided campus visit where one is available and information about these can be found on page 22 of this guide.

<b>target</b>	Adult returners to higher education
<b>email</b>	<a href="mailto:schoolsandcolleges@manchester.ac.uk">schoolsandcolleges@manchester.ac.uk</a>
<b>web</b>	<a href="http://www.manchester.ac.uk/undergraduate/schoolsandcolleges/post-16/adults">www.manchester.ac.uk/undergraduate/schoolsandcolleges/post-16/adults</a>
<b>tel</b>	0161 275 2212

## College Presentations for adult returners to HE

Visits to colleges can be arranged upon request where a member of the Student Recruitment and Widening Participation Team will provide adult learners with relevant information, advice and guidance on applying to university, degree choice, graduate careers and student finance. Presentations are followed by a question and answer session and can be tailored depending upon the requirements and individual needs of the students. Current undergraduates who are adult learners can also accompany a member of staff to talk to prospective students about the transition into higher education and student life from an adult learner's perspective. Please contact us if you would like to discuss a visit.

## Access Open Day

Each year at the start of term (October/November), the University hosts an Access Open Day for students studying on Access to Higher Education courses. The day covers topics such as the application process and student finance, and is specifically aimed at Access Students. There is an opportunity to speak to current students that have successfully progressed onto a course at Manchester from an Access to HE course, as well as admissions staff from many of the courses at the University. Information regarding the event is sent to all colleges in Greater Manchester offering Access Courses each year.

## Level 2 Access Students: Careers Initiative

We undertake presentations to Level 2 Access students at colleges to raise awareness of non-vocational degree programmes and the various career paths students can pursue. We are always keen to make it known to Access students that adult learners are viewed equally by employers; that their life experience is valued and that the transferable skills employers look for can be demonstrated by doing a degree in any discipline.

This is followed by the Careers Initiative campus day, which includes talks from local employers (such as Manchester City Council and the NHS), who provide information on how they view all graduates and the job opportunities available with them. The day includes a campus tour, group activity led by the University of Manchester Leadership Programme (MLP), Careers and Employability Division and presentations from current students on their own individual experiences of studying on their degree and their future career plans.



# Special and cultural assets



We have a proud range of special and cultural assets belonging to The University of Manchester, which fill a significant and innovative niche in the higher education and wider cultural sectors. They provide a place of exchange, of inspiration and enjoyment, where the University and learners meet, to the enrichment of both.

Each of the special and cultural assets works actively with schools, colleges and prospective students through their own educational programmes. These activities are developed by specialist staff and are supported by the University's Student Recruitment and International Development Division.

## The Manchester Museum

The Manchester Museum offers a vast array of opportunities for pupils to engage with collections and experts across a variety of subjects, from ancient civilisations, biodiversity and sustainability, to art inspired by nature. Knowledgeable staff facilitate fun, interactive, hands-on sessions tailored to the needs and interests of Early Years through to post-16 learners. A variety of resources are also available to support teachers on self-led visits.



### The Manchester Museum

**email** schoolbookings@manchester.ac.uk  
**web** www.manchester.ac.uk/museum/learning  
**tel** 0161 275 2630



## The Whitworth Art Gallery

Part of The University of Manchester, The Whitworth Art Gallery is home to some of the UK's finest collections of art and design, including modern and historic fine art, prints, textiles and a rare collection of wallpapers. Its specialist staff work with school-pupils from Early Years, focusing on art, music and movement, right through to post-16 portfolio development. There is a rich offering in between for all Key Stages; this includes story-telling, exploring objects, drawing from source material, exploring architecture and the use of public space.



Photo: Joel C Fildes

### The Whitworth Art Gallery

**email** education.whitworth@manchester.ac.uk  
**web** www.whitworth.manchester.ac.uk  
**tel** 0161 275 7450





## Jodrell Bank

Jodrell Bank is the astronomical research centre of The University of Manchester and operates MERLIN, the UK's national radio astronomy facility. Jodrell Bank Discovery Centre is open all year round for pre-booked educational visits. During these visits pupils can walk along our Observational Pathway around the base of the Lovell Telescope and discover how it works, why it was built here, how it is used and what it observes. Pupils and visitors can also explore the Solar System on our Planet Path and discover the natural woodland and wildlife in the 35 acre gardens. Curriculum-based workshops for Key Stages 1-5 are available to be booked with the Education Manager. Workshops last approximately 1 hour.

For further information on The Discovery Centre including downloadable worksheets for your visit, please use the contact information in the box below.

### The Jodrell Bank Discovery Centre

**email** Jodrell.visitor.centre@manchester.ac.uk  
**web** www.jodrellbank.net  
**tel** 01477 571766

## The Ahmed Iqbal Ullah Race Relations Resource Centre

The Ahmed Iqbal Ullah Race Relations Resource Centre was founded specifically to challenge racist ideas and to support diversity through education. The Centre houses a wide range of books, newspaper cuttings, journal and magazine articles, teaching resources, video/audio tape and posters. The collection is organised around the key themes of history, politics, culture and identity, women, education and employment, housing, immigration, social services, and criminal justice.

Individuals or group visits from schools, community groups and students are welcomed, although due to limitations of space, such visits do need to be arranged in advance. The Centre also delivers an extensive and exciting programme of outreach work in schools and colleges right across all Key Stages, such as the Your Future Your Choice Conference for pupils from black and minority ethnic backgrounds.

### The Ahmed Iqbal Ullah Race Relations Resource Centre

**email** rrarchive@manchester.ac.uk  
**web** www.manchester.ac.uk/aboutus/ahmediqbal  
**tel** 0161 275 2920



## The University of Manchester Library Membership and Access

One of the best-resourced academic libraries in the country, The University of Manchester Library is a great place to find out what it's like to study at university. The Library offers reference facilities at its Main, Joule and Precinct Libraries to North West region sixth form and adult students and their teachers to help with A level, AVCE, Access and Extended Project work. In addition sessions are also offered at specific times during the year to support the Extended Project Qualification (EPQ).

### The University of Manchester Library Membership and Access

**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/library/ourservices/howtousehelibrary/wideningparticipation  
**tel** 0161 275 8735

## The Martin Harris Centre

The Centre is home to our music and drama students and also offers a vibrant and exciting programme of events across many art forms including live music concerts, theatre, poetry and literature. The Centre hosts events for schools and colleges throughout the year with a varied and changing programme.

### The Martin Harris Centre

**email** MHCReception@manchester.ac.uk  
**web** www.manchester.ac.uk/martinharriscentre  
**tel** 0161 306 1787

## The John Rylands Library Education and Learning Programme

The John Rylands Library, part of The University of Manchester Library, offers an inspiring and interesting learning environment for pupils of all ages. With almost 2 million items in the collection, pupils can explore a whole range of subjects within the stunning neo-gothic building. The Library's programme offers a range of workshops and special projects to engage Key Stage 2 to post-16 learners.

### The John Rylands Library

**email** jrul.education@manchester.ac.uk  
**web** www.manchester.ac.uk/library/deansgate/education  
**tel** 0161 275 8743



## The Contact Theatre

The Contact Theatre is based on the University campus, and although not formally part of the institution, has strong links with us. Contact is a dynamic charity with young people at the heart of everything it does. The theatre works locally, nationally, and internationally to provide life-changing opportunities for the next generation of creative leaders, artists, and audiences. Further information about current workshops and performances for schools and colleges can be found on the Contact's website.

### The Contact Theatre

**web** www.contactmcr.com  
**tel** 0161 274 0625

# Teachers, advisers and parents



Teachers, advisers and parents play a crucial influencing role in supporting young people in progressing into higher education. With the different pathways, options and choices becoming ever more complex we aim to provide a set of activities and interventions with teachers, parents and advisers to impart up-to-date information and advice on higher education study options.

## University of Manchester School Governor Initiative (UMSGI)

As part of the University's widening participation and social responsibility strategy we are working to increase the number of its staff who are governors in local schools. In accordance with the University's Access Agreement with the Office for Fair Access, we have developed a new School Governor Initiative to provide opportunities for staff across the University to become Local Authority or Community Governors in local schools. To do this the University is working closely with the charity School Governors' One Stop Shop (SGOSS).

**email** schoolsandcolleges@manchester.ac.uk  
**tel** 0161 306 6506

## Teacher and Adviser CPD opportunities

### The Schools and Colleges Forum

The Schools and Colleges Forum is open to any teacher or school/college careers adviser within easy travelling distance of the University. The group meets termly on the University Campus to network, share best practice and find out about the latest developments in the higher education sector.

To become a member of the Schools and Colleges Forum please contact [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

### Teacher Seminar Series

The Teacher Seminar Series provides an opportunity for school and college teachers to hear about and discuss some of the latest research relating to their subject areas. Delivered by academics at The University of Manchester, these events bring together teaching professionals to share and discuss recent developments which can be taken back into the classroom.

A range of subject areas are covered each term and each event showcases the variety of degree courses which relate to these discipline areas. The seminars take place on the University campus and the current programme can be accessed from our website.

### National Teacher and Adviser Conferences

The University runs a number of annual conferences for teachers and advisers. These include:

- our National Conference which is aimed at staff with a responsibility for supporting progression to higher education within their institution or organisation. This Conference enables teachers and advisers to keep up-to-date with changes within the sector so they are able to provide the most relevant and current advice and guidance to students.
- two Conferences aimed at teachers of Science and Maths. These Conferences provide an opportunity for teachers to find out more about the research taking place at the University and consider how this knowledge can be passed on to students.

### The University of Manchester e-advantage newsletter for Teachers and Careers Advisers

The University of Manchester e-advantage newsletter for Teachers and Careers Advisers is designed for those who provide support to potential applicants and wish to be kept up-to-date with developments at the University. Many of the articles and features may be of interest to colleagues within your school or college, including subject teachers. To register your email to receive this publication please contact: [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)

### Teacher CPD Workshops

We offer a range of teacher PCD workshops on the different aspects of The Applicant's Journey to University.

### Personal Statement Writing workshop for teachers

This workshop is aimed at teachers who offer information and guidance to students writing their personal statements on the UCAS application form. The presentation covers what universities are looking for in the UCAS form and in particular the personal statement. An effective personal statement can often prove to be the crucial factor in a successful UCAS application to university. The session uses real examples to share with you the kind of information which will really make a difference to the outcome of a student's application as well as advice and tips that teachers and advisers can use with their students back in school/college.

### Reference Writing Workshop for teachers

This workshop is aimed at teachers with the responsibility of writing student references on the UCAS application form. The workshop provides teachers with the opportunity to examine and discuss good practices in developing references, addressing common queries relating to content and structure. It identifies essential dos and don'ts as well as key points to consider and provides an insight into what university admissions tutors actually look for in the UCAS reference. The session uses real examples to share with you the kind of information which will really make a difference to the outcome of student's application.

### Helping students prepare for university interview

This workshop is for teachers and advisers who are supporting students preparing for university interviews. We will share with you advice and tips about university interviews, including sample questions and activities that teachers and advisers can use with their students back in school/college.

**target** Teachers and Advisers of prospective HE students  
**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)  
**web** [www.manchester.ac.uk/undergraduate/schoolsandcolleges/teacher-activities](http://www.manchester.ac.uk/undergraduate/schoolsandcolleges/teacher-activities)  
**tel** 0161 275 2212



## Activities for parents and supporters of prospective students

We recognise the important role that parents and supporters play in supporting learners into higher education and the specific information needs that are required such as finance, careers, safety and moving away from home.

We actively encourage the involvement of parents in many of our activities and parents are warmly invited to:

- Undergraduate Open Days
- Weekly Parents' Guided Visits for post-application offer-holders
- Summer School and other event celebration events

In addition, we provide an annual Parents' Guide to Higher Education event so that higher education can be demystified for parents of pupils involved in our different outreach programmes.

**target** Parents of prospective students  
**email** [schoolsandcolleges@manchester.ac.uk](mailto:schoolsandcolleges@manchester.ac.uk)  
**web** [www.manchester.ac.uk/parents](http://www.manchester.ac.uk/parents)  
**tel** 0161 275 2212

The University of Manchester  
Student Recruitment and  
International Development Division  
Rutherford Building  
Oxford Road  
Manchester M13 9PL

**email** schoolsandcolleges@manchester.ac.uk  
**web** www.manchester.ac.uk/schoolsandcolleges  
**tel** 0161 306 6506 for Pre-16 activities  
**tel** 0161 275 2212 for Post-16 activities

**Follow us on Twitter**



To keep up-to-date with events  
from the University and HE in  
general follow us on Twitter -  
@UoMSchools

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KD115 07.14

