

APPLICANTS GUIDE to COURSES IN NURSING AND MIDWIFERY

EDITION 15 (MARCH 2005)

SCOTTISH HIGHER EDUCATION INSTITUTIONS IN THE CATCH SYSTEM

- 1 Bell College
School of Health Studies
 - a) Dumfries Campus
 - b) Hamilton Campus

- 2 University of Dundee
School of Nursing and Midwifery
 - a) Fife Campus
 - b) Tayside Campus

- 3 Glasgow Caledonian University
School of Nursing and Community Health

- 4 Napier University
Faculty of Health and Life Sciences
 - a) Lothian Campus
 - b) Borders Campus

- 5 University of Paisley
School of Nursing, Midwifery and Health
 - a) Paisley/RAH Campus
 - b) Ayr Campus

- 6 Robert Gordon University
School of Nursing and Midwifery

- 7 University of Stirling
Department of Nursing and Midwifery
 - a) Stirling Campus
 - b) Highland Campus
 - c) Western Isles Campus

NOTES: The Robert Gordon University, Aberdeen has students who are based in Orkney and Shetland as well as Grampian.

ACKNOWLEDGEMENTS

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Lorna Hendrie, Careers/CATCH Manager

The term 'course' throughout this guide refers to "nursing courses" and "midwifery programmes".

The terms 'Higher Education Institution (HEI)' and 'institution' throughout this guide refer to "Higher Education Institutions" and "Universities" in the CATCH System.

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GENERAL INFORMATION

- About the guide
- What is CATCH
- Course awards and qualifications
- Courses covered by CATCH
- Courses not covered by CATCH
- Nursing courses
- Midwifery programmes
- Student support

ARE YOU ELIGIBLE TO APPLY

- When to apply
- Age
- Education requirements
- SQA/SCOTVEC modules
- Scottish Wider Access Programme (SWAP) - for mature applicants
- Applicants from Republic of Ireland (Eire)
- Applicants educated outside the United Kingdom
- Interviews
- Health

WHAT HAPPENS TO YOUR APPLICATION

- The CATCH System
- Accepting an offer
- Declining an offer
- Withdrawing your application
- Changing your institution or course choice
- Changing the information on your application
- False statements or omissions
- Liability
- What happens if you are unsuccessful

ADDITIONAL INFORMATION

- Scottish Nursing Degree Programmes
- Data Protection Act
- Useful Addresses

SCOTTISH INSTITUTIONS' ENTRIES

- Bell College
- University of Dundee
- Glasgow Caledonian University
- Napier University
- University of Paisley
- Robert Gordon University
- University of Stirling

GENERAL INFORMATION

ABOUT THE GUIDE

This guide is designed to give you sufficient information to select an appropriate Higher Education Institution and nursing or midwifery course. It is a condition of the processing of your application that you comply with all the requirements set out in this Guide. Information is provided on:

- the application process and procedure
- entry requirements
- nursing and midwifery courses

Please retain this guide for future reference - you may need the guide if you are invited to attend an interview.

WHAT IS CATCH

The Centralised Applications to nursing and midwifery Training Clearing House, (CATCH), provides a system to process applications to Scottish Higher Education Institutions. CATCH ensures that applications are dealt with efficiently to the benefit of applicants and institutions.

CATCH processes applicants from their initial enquiry through to placement or otherwise at an institution of their choice. It will match your:

- preferences with available places
- educational qualifications with entry requirements

Additionally, it provides a clearing pool facility to give applicants an opportunity to be considered for any remaining course places.

COURSE AWARDS AND QUALIFICATIONS

Courses lead to the award of a Diploma of Higher Education or a Scottish Bachelor (ordinary) degree and to a professional qualification. The Nursing and Midwifery Council (NMC) sets standards for education. To safeguard the public it maintains a Professional Register of nurses, midwives and specialist community public health nurses. Approved courses prepare students for admission to the appropriate part of the Professional Register:

PART	DESCRIPTION
Nursing	Registered Nurse - Adult
Nursing	Registered Nurse - Mental Health
Nursing	Registered Nurse - Learning Disability
Nursing	Registered Nurse - Child
Midwifery	Registered Midwife

COURSES COVERED BY CATCH

Courses are offered in Universities and Higher Education Institutions throughout Scotland. This guide contains information about all the institutions included in the CATCH System. The map provided on the cover shows the geographical location of the institutions.

CATCH processes all applications for diploma and certain ordinary degree courses in nursing and midwifery offered by these institutions. This includes conversion courses and the pre-registration midwifery programme (shortened).

COURSES NOT COVERED BY CATCH

CATCH does **NOT** process applications for the Scottish Bachelors Degree with Honours nursing programmes and certain ordinary degree programmes which are listed below. Applications for these programmes are made through the Universities and Colleges Admission Service (UCAS). This Guide contains the address of UCAS and the institutions along with a brief description of their programmes in the following sections "Additional Information" and "Useful Addresses".

- University of Abertay, Dundee BSc (Hons) in Nursing
- University of Edinburgh BSc (Nursing)/BSc with Honours (Nursing)
- University of Glasgow Bachelor of Nursing/Bachelor of Nursing with Honours
- Glasgow Caledonian University BA/BA (Hons) Nursing Studies
- Queen Margaret University College BSc (Hons) Nursing
- Robert Gordon University, Aberdeen BSc (Hons) in Nursing

CLARIFICATION NOTE: You will note that Glasgow Caledonian University and Robert Gordon University offer nursing programmes processed by both CATCH and UCAS i.e.:-

CATCH - Diploma of Higher Education/Scottish Bachelor degree (details contained in this Guide)

UCAS - Degree programmes with honours (as listed above)

If you wish to apply for the Diploma of Higher Education/Scottish Bachelor degree application is made through the CATCH System and full details are contained in this Guide. If you wish to apply for the Degree programmes with honours application is made through the UCAS system.

CATCH does **NOT** process applications to continuing education courses or adaptation courses.

NURSING COURSES

PRE-REGISTRATION COURSES

Nursing courses lead to the award of a higher education diploma or degree and to registration on the Professional Register. They include theoretical preparation and periods of supervised practical experience in hospital and community.

The three-year course has two parts - one year full-time (or equivalent part-time) common foundation programme (CFP) and a two year full-time (or equivalent part-time) branch programme.

The CFP forms the base from which all further nursing preparation evolves. It includes such subjects as the theory and practice of nursing, communication processes, social, behavioural and life sciences and the framework for the provision of health care.

The second part, the Branch Programme, is designed to build on the foundation programme preparing the student to practice as a nurse in hospital or in the community in one of four areas:

- adult nursing
- mental health nursing
- learning disability nursing
- children's nursing

The subjects studied in each Branch Programme, while extending and developing those introduced in the foundation programme, will also include those specific to the student's chosen area of practice.

BRANCH PROGRAMMES

ADULT - The adult branch prepares students to work with people who are ill, injured or who have physical disabilities. You will work closely with adult patients to achieve the best quality of life for that person and the duties may range from helping someone to walk again after an accident to caring for elderly patients or those who are living with a long-term illness.

You will work in many different settings in hospitals (eg Accident and Emergency, Operating Departments, Out Patient Clinics or Intensive Care Units) and, increasingly, in the community.

MENTAL HEALTH - The mental health branch prepares students to work with people who suffer from a wide range of mental health problems. Working in this branch of nursing, you will help people and their families to

cope with the problems they are facing and also work to promote mental health. You will use your skills and knowledge to work in partnership with individual patients to develop appropriate plans of action.

You will work in a variety of settings including hospitals, hostels, health centres and people's homes.

LEARNING DISABILITY - This branch prepares students to work with people with learning disabilities. Nurses establish involved, caring relationships to help people with learning disabilities become more independent and develop particular talents. You will assess people's abilities, preferences and needs and provide skilled and knowledgeable assistance to enable each person to have a full and satisfying a life as possible.

You will work mainly in the community as the majority of people with learning difficulties live at home or in residential homes with staff support.

CHILDREN - The child branch prepares students to work with ill or badly injured children and their families. You will assess each child's needs and plan their care. Children cannot always describe how they are feeling and the nurse must learn to be observant. Babies and young children in Intensive Care Units need unfailing attention and the distress of the family can make heavy demands on nurses.

You will work mainly in hospitals but some nurses care for children in schools, clinics or health centres, as well as at home.

POST-REGISTRATION CONVERSION COURSES

In addition to the three year course there are a small number of conversion courses for nurses who are already registered at first level. These courses are for Registered Nurses who wish to obtain qualification in a different area of practice and are based on the branch programmes. (eg a Children's Nurse could apply for a conversion course in Adult, Mental Health or Learning Disability nursing.)

Please Note - During the clinical part of all nursing courses students will be required to work the normal hours of duty of the area. This may include early, late, night and weekend duties.

MIDWIFERY PROGRAMMES

PRE-REGISTRATION PROGRAMMES

Midwifery programmes lead to the award of a higher education diploma or degree and to registration on the Professional Register. Like the nursing courses they include theoretical preparation and periods of supervised practical experience in hospital and community.

Subjects studied include theory and practice of midwifery; communication skills; social, behavioural and life sciences relevant to midwifery; professional, ethical and moral issues; organisational structure and processes; health education and health promotion.

Midwives provide care and support to women during the pregnancy and birth of the baby, and offer guidance on the health of mothers and babies in the days following birth. Mothers come from a wide range of backgrounds and midwives must be sensitive to individual differences and use their skills to help women and their families enjoy the experience of having a baby.

Midwives work in both hospital and community settings.

PRE-REGISTRATION MIDWIFERY PROGRAMME (SHORTENED)

In addition to the pre-registration three-year programme there is a shortened eighteen month midwifery programme available to Registered Nurses - Adult.

Please Note - During the clinical part of all midwifery courses students will be required to work the normal hours of duty of the area. This may include early, late, night and weekend duties.

STUDENT SUPPORT

Students on a pre-registration nursing or midwifery diploma or degree course have the status of students in higher education. Students who satisfy the criteria are eligible for a bursary under the Nursing and Midwifery Student Bursary Scheme, which is administered by the Nursing and Midwifery Student Bursary Section of the Student Awards Agency for Scotland (SAAS). This section provides basic information about student support. It does not cover every detail or special case. You should contact SAAS if you have any questions about your own case. The address is at the end of this section.

In order to qualify for a Nursing and Midwifery Student Bursary and payment of tuition fees students must be offered a place on a course and meet certain residence criteria. You must have been ordinarily resident in the UK and Islands (Channel Islands and Isle of Man) for the three years immediately before the first day of the first academic year of the course. Students who are not UK nationals must also have been settled in the UK within the meaning of the Immigration Act 1971 on that date (you will not be considered as an ordinary resident in the UK if your main purpose in coming here was for education and you would otherwise have been living elsewhere). Students who have been living outside the UK and Islands because they or their family were temporarily employed abroad may be treated as if their ordinary residence in the UK and Islands had not been interrupted. In certain circumstances, students from abroad may also be eligible for assistance and this is described in more detail in the Scottish Executive's Guide to Student Bursaries that can be obtained from SAAS or the Careers Information Service. Students from a country within the European Union may be eligible for payment of tuition fees only.

The bursary is made up of two elements. A personal allowance which is not income-assessed, and a dependants' allowance which is income-assessed and is intended to assist in supporting students' dependants.

Current levels of personal allowance are:

* Age under 26 at start of course	- £5700 per annum
Age 26 or over at start of course	- £6418 per annum
Graduate on 2 year training programme	- £6418 per annum

The rates are reviewed from time to time.

* Note: A student who reaches the age of 26 years during the course will not qualify for the higher personal allowance. The level of personal allowance to be paid throughout the course will be determined by a student's age at the start of the course.

If you are on the four-year honours degree course and you are eligible for a bursary, you will receive the full bursary rate for years 1-3 and a 75% bursary for year 4.

The amount of dependant's allowance payable will depend on the level of your dependant's income, if any. The greater the income, the lower the value of the allowance.

Where appropriate, students can also apply for an Additional Allowance (currently £1,152) for single parents. Single parents may also apply for up to £1075 for formal childcare costs.

Once you have been accepted on to a course you will be sent an application form by the Higher Education Institution. In your second and later years, application forms will be available at your institution in the spring for you to apply to the SAAS for a bursary for those years. You must apply for a bursary each year. To ensure that your bursary is ready for you at the start of the second and/or third years of the course you should apply at least 4 weeks before the start of the next academic year. Bursaries cover the whole year and are paid monthly in advance.

The first monthly instalment of the bursary will be available for you to collect from the Higher Education Institution on the first day of your course. Subsequent instalments will be paid directly into your bank. You are not eligible for a student loan while receiving a bursary.

Reimbursement of excess travel and subsistence costs in respect of clinical placements will be made by SAAS on application. All such claims must be certified by the Higher Education Institution before they are forwarded to SAAS. Normal daily travel costs to and from the institution will, however, require to be met from the bursary.

Students who have previously been in receipt of a SAAS grant are still eligible for a bursary. The bursary, however, may be taken into account if you subsequently apply for a further/higher education grant or a further bursary under the Nursing and Midwifery Student Bursary Scheme.

Applicants who are employed by the NHS and are accepted for a course may be considered for secondment by their employer on the basis of their existing pay and conditions. It is the employer's right to decide whether or not to second applicants.

Further general information about student support is available from the Careers Information Service, NHS Education for Scotland, 66 Rose Street, Edinburgh, EH2 2NN. For more specific advice on the payment of bursaries you should contact the Higher Education Institution (if accepted on a course) or the Student Awards Agency for Scotland (SAAS), Nursing and Midwifery Bursary Section, Gyleview House, 3 Redheughs Rigg, Edinburgh, EH12 9HH.

ARE YOU ELIGIBLE TO APPLY

This section explains in detail the minimum entry requirements for courses.

You **must** meet the following requirements in order for your application to be processed.

Applicants' must:-

- be 16 years of age or over
- meet the minimum educational requirements as laid down by the institution of their choice

(NOTE - When CATCH determines whether or not applicants meet the requirements, no account is taken of examinations or examination results which are pending)

- check that their chosen institution(s) offers the course they wish to undertake
- check that the location and facilities of the institution(s) meet their personal requirements

(NOTE - Applicants who are accepted for a course in a Higher Education Institution will normally be expected to complete the course in that institution. Careful selection of course and institution is vital)

WHEN TO APPLY

CATCH maintains information on all courses which begin within the following 2 years. A number of Higher Education Institutions may not interview applicants more than 12 months before the start date and you should take this into consideration before submitting your form. However, for the more popular courses like Midwifery and Childrens the institutions may process applications 2-3 years in advance. Please keep your form until you can meet all the entry requirements. Applicants who do not meet all the requirements will **NOT** be processed and will be required to make a fresh application when the entry requirements are met.

AGE

You may enter a course provided you are aged 17 years on the first day of the course.

EDUCATION REQUIREMENTS

The NMC require applicants for pre-registration nursing and midwifery education to provide evidence of literacy and numeracy. This evidence may be integral to academic or vocational qualifications, or alternative evidence such as key core skills abilities (eg Key Skills level 3/Core Skills intermediate 2). The Higher Education Institutions are responsible for assessing evidence that an applicant has met NMC entry requirements. Their selection procedures ensure that all students selected for a course are literate, numerate and able to communicate in written and spoken English. Students need to have achieved an educational level which allows them to meet all the demands - educational and practical - of the course.

In addition each Higher Education Institution sets its own entry requirements which may exceed that of the NMC. You can find these later in the Guide under the heading "Minimum Entry Requirements". **When choosing an institution you must ensure that you meet their requirements or your application will not be processed.** Some institutions give preference to applicants who can demonstrate evidence of recent study.

As a general guide each HEI will expect applicants to have at least 5 points (eg 5 Standard grades) from the following list of qualifications. In the calculation of points, each award passed at a different level may be counted but not two awards in the same subject at the same level. The following list is an example of qualifications that the HEIs would accept. However, it is not possible to list all acceptable qualifications in this guide and CATCH would be pleased to advise you on alternative acceptable qualifications.

1 point -

- Standard or Ordinary Grade (grade 1,2 or 3) or (band A,B or C) in the Scottish Certificate of Education;
- Higher Grade (band D) in the Scottish Certificate of Education;
- Intermediate 2 (Grade A-C) in a National Course or Cluster awarded by SQA;
- selected SQA National units (i.e. 4 units at intermediate 2 in a related subject);
- General Certificate of Secondary Education (grade A,B or C) of England, Wales and Northern Ireland;
- Ordinary Level (grade A,B or C) in the General Certificate of Education of England, Wales and Northern Ireland;
- Grade 1 in the Certificate of Secondary Education;
- Northern Ireland Grammar School Senior Certificate of Education

2 points -

- Higher Grade (band A,B or C) in Scottish Certificate of Education or National Qualification awarded by SQA;
- selected SQA National units (i.e. 4 units at Higher level in a related subject);

2.5 points –

- Advanced Higher in the National Qualification awarded by the SQA;
- selected SQA National Units (i.e. 4 units at Advanced Higher level in a related subject);
- Certificate of Sixth Year Studies in the Scottish Certificate of Education
- Advanced Level (grade A-E) in the General Certificate of Education of England, Wales & N. Ireland;

5 points -

- a selection of twelve full SQA National Units, at Intermediate 2 or above, that are representative of the subject groups of communication; numeracy and computing; science; social science and personal and social development;
- a selection of 20 full SQA National Units at Intermediate 2 or 12 full SQA National Units at Higher or Advanced Higher level, in any subject;
- a degree or Diploma of Higher Education awarded by a University or Higher Education Institution in the United Kingdom;
- the full European or International Baccalaureate;
- a Higher National Certificate or Higher National Diploma;
- a National Certificate or National Diploma (not SQA/SCOTVEC);
- a Certificate or diploma awarded by NNEB or SNNB from 1985 (including Diploma in Post-Qualifying Studies);
- a vocational qualification at Advanced level, Level 3 or 2 (SVQ or GSVQ) and SQA Scottish Group Awards at Advance Higher or Higher (or equivalent awarded by a Nationally approved body);
- Access to Higher Education courses bearing the Quality Assurance Agency's kitemark;

SHORTENED COURSE FOR GRADUATES

Candidates for the Shortened Course for Graduates must hold a degree awarded by an institution within the European Union and include subjects relevant to nursing, including studies in either Biology or Social Science.

CONVERSION COURSES

The minimum requirement for entry to a conversion course is registration on the Professional Register. All applicants must be registered prior to application.

PRE-REGISTRATION MIDWIFERY PROGRAMMES (SHORTENED)

The minimum requirement for entry to a shortened midwifery programme is registration on the Professional Register as a Registered Nurse - Adult. All applicants must be registered prior to application.

SCOTTISH WIDER ACCESS PROGRAMME (SWAP) - FOR MATURE APPLICANTS

A number of institutions and Colleges of Further Education have developed an access course called SWAP. This consists of 12 SQA units which have been agreed between the institutions and Colleges of Further Education. Students who successfully complete SWAP will be offered a place on a nursing course.

Please note that CATCH does not process applications for SWAP courses as applicants have a guaranteed place on a nursing course. Further information is available from the Higher Education Institutions or Colleges of Further Education.

However students completing SQA modules on a pre-nursing course may find they are studying with SWAP students at the College of Further Education. The SQA students not on SWAP, who do not have a guaranteed place on a nursing course, should apply through CATCH at the end of their course.

APPLICANTS FROM REPUBLIC OF IRELAND (EIRE)

Subjects passed in any of the following examinations at the grades indicated are equivalent to subjects passed at SCE Ordinary Level (A,B or C):

Irish Leaving Certificate (prior to 1969) - subjects passed at 50% or above in pass or honours papers

Irish Leaving Certificate Ordinary Level - grades A, B or C

Irish Leaving Certificate Higher Level - grades A, B, C or D

Matriculation Examination of the National University of Ireland: before 1985 - grades I, II, III or IV; in and after 1985 - grades A,B,C or D

Please note that you will be required to send a copy of your educational certificates with your applications form - the statement of provisional results is not acceptable.

Subjects passed in the Irish Intermediate Certificate are not acceptable.

APPLICANTS EDUCATED OUTWITH THE UK

There is a wide range of certificates awarded by examining bodies outwith the UK and it is not possible to list these in the Guide.

If you have overseas educational qualifications please include photocopies and any necessary English translations along with your application form.

INTERVIEWS

Your application will be considered on an individual basis by each institution. If you are invited to attend for interview please note that you must be able to attend at your own expense.

HEALTH

A career in nursing or midwifery is both physically and emotionally demanding and good health and stamina are essential. Your health will be assessed before you are offered a place on a course. In addition you will have to complete a Health Declaration form.

If you have any particular health problem which may be adversely affected by a career in nursing or midwifery please ask a member of the Higher Education Institution staff to refer you to an appropriate Occupational Health Department for advice.

WHAT HAPPENS TO YOUR APPLICATION

THE CATCH SYSTEM

If you have decided that you are eligible to apply for a course you may be interested to know what will happen to your application.

The CATCH System processes all applications from initial enquiry for course information through to placement of successful applicants. It consists of three phases: the enquiry phase; the application phase; the clearing pool phase.

THE ENQUIRY PHASE

In response to your letter CATCH sends out this application pack. Your enquiry will have been recorded on the CATCH System.

THE APPLICATION PHASE

The application phase begins once CATCH receives your completed form and reference. If the reference is not received within 21 days from receipt of the form we will contact you.

We will check your form to ensure you have provided all the essential information. If there is any problem at this stage we will write to you.

CATCH sends a copy of the application to your first Higher Education Institution preference, assuming that you meet its entry criteria. The institution will then examine the form, decide whether to process it further, and may invite you to attend an interview. At this time the institution staff communicate directly with applicants, making any necessary arrangements and telling you the outcome. Successful applicants will liaise directly with the institution.

Candidates may sometimes be accepted by institutions on a conditional basis (eg awaiting results of exams). When this happens processing stops until the conditions are met. Applicants have the option to hold at this point or may withdraw from the institution and have their application sent to their next available choice. If you choose to withdraw and are unsuccessful at your other choices it may not be possible to be reconsidered by your first choice.

Should your application be unsuccessful at your first Higher Education Institution, CATCH will send your form to your next choice, if possible, until all your chosen institutions have had the opportunity to consider your form. If you are still unsuccessful, CATCH may invite you to enter the Clearing Pool.

Please note that from time to time institutions will not accept applications due to the large numbers received for certain courses. Applicants will be advised of this only when it affects their first choice. In this situation you can have your form held on file until your first choice is available or you can make an alternative first choice. CATCH can only guarantee that your application will be considered by one institution.

CLEARING POOL PHASE

The Clearing Pool provides applicants with an opportunity to choose the remaining institutions (i.e. the institutions chosen should only be the ones which have not previously considered your application). CATCH may write to you to invite you to join the Clearing Pool where there is a possible match between your application and places still available at the time.

ACCEPTING AN OFFER

The offer of a place on a course is made by the Higher Education Institution directly to the applicant. The institution will inform CATCH when you have written to accept the offer.

Before you accept an offer of a place you should be aware that you will be expected to complete the course at that institution. A transfer to another institution is often not possible.

DECLINING AN OFFER

Should you decline the Higher Education Institution's offer of a place you should inform both the institution and CATCH and we will continue to process your application until such time as all options have been considered unless you inform us to the contrary.

WITHDRAWING YOUR APPLICATION

Should you wish to withdraw your application at any stage, please inform CATCH immediately in writing. We will then inform any institution currently considering your application and/or those who have made you an offer that you have now withdrawn. It is important that you inform CATCH as soon as possible if you wish to withdraw so that your place may be offered to another applicant. If you wish to reapply and there has been no change of circumstances the institutions will not usually consider a second application within six months (one year in some instances) from the date that you withdrew.

CHANGING YOUR INSTITUTION OR COURSE CHOICE

It is important that you make the correct choice of Higher Education Institution and course before you submit your application as it may not be possible to change these once processing the form has commenced. If you decide that you wish to make a change to your form please write to CATCH immediately. CATCH will advise you if the change is possible.

CHANGING THE INFORMATION ON YOUR APPLICATION

It is important that you keep CATCH informed of any changes to the information submitted on your application form (eg additional educational qualifications, changes of address etc). Please write to CATCH with the new information and CATCH will amend your application form and notify the Higher Education Institution currently considering your form.

FALSE STATEMENTS OR OMISSIONS

If CATCH or a Higher Education Institution has reason to believe that you or any other person has given false information, omitted any information requested in the instructions or the application form, has made misrepresentation therein or has omitted other material information, CATCH and/or the institution will take whatever steps considered necessary to establish whether the information given on your application form is correct.

CATCH and/or the institutions reserve the right at any stage to request that you provide further information relating to any aspect of your application form, eg proof of identification, status, academic qualifications etc.

If such information is not provided within the period stipulated by CATCH or the institutions, then CATCH reserves the right to withdraw your application from the CATCH System.

In pursuance of the prevention of fraud, CATCH reserves the right to disclose information shown on your application form to outside agencies, eg the Police, the Home Office, Local Authorities, Examining Boards, Department of Social Security, the Inland Revenue, the Student Awards Agency.

If any information on the application form changes after you have applied you are under a duty to disclose this to CATCH.

LIABILITY

While CATCH makes every reasonable effort to process applications and convey decisions efficiently and accurately, it shall not be liable for loss or damage arising from any mistakes or delays which may occur, or for any decisions communicated to you in good faith on behalf of the Higher Education Institutions which may subsequently be amended, or for any amendment to the courses, or if an institution which has offered a place subsequently withdraws that offer for whatever reason.

WHAT HAPPENS IF YOU ARE UNSUCCESSFUL

CATCH only processes one application per person at a time. If you have been unsuccessful in your first attempt and your circumstances change, eg you have gained additional educational qualifications, we will ask you to submit a new form. If there has been no change of circumstances the institutions will not usually consider a second application within six months (one year in some instances) from the date all processing ended.

CATCH is never informed of the Higher Education Institution's reason for turning down an application. The decision to offer a place is at the discretion of the institution staff concerned. These staff are not required to give a reason and they are unlikely to enter into any discussion with you about their decision.

If you have an enquiry about your application we would prefer if you wrote to CATCH. Please allow 10 working days for a reply to correspondence. If you need to telephone the number is:

Tel: 0131 220 8660.

Fax: 0131 220 8666

CATCH is unable to deal with enquiries in person

ADDITIONAL INFORMATION

SCOTTISH NURSING DEGREE PROGRAMMES

Since 1960, Scottish Universities and Higher Education Institutions have offered men and women the opportunity of graduating as a nurse and there are now six degree nursing programmes located in Dundee, Edinburgh, Glasgow and Aberdeen.

These programmes are aimed at students who wish to practice nursing and who also wish to study to degree level. The main subject of study in all programmes is nursing, and some in-depth study of relevant natural and social sciences. There are different emphases on the supporting subjects in each of the six programmes.

In all the programmes clinical nursing practice has been planned to give a wide range of experience. Students have supervised practice in adult nursing, learning disability nursing, mental health nursing and children's nursing. On successful completion of the course students are eligible for the award of a Degree and registration on the appropriate part of the Professional Register.

Each institution sets its own minimum entry requirements and you should contact them for further information. Applications should be made to UCAS and not to CATCH. A package of general information on all Scottish nursing degree programmes is available from the Careers Information Service. You will find the relevant addresses listed opposite.

DATA PROTECTION ACT

The information you provide on the application form will be used for the following purposes:

- to enable your application for entry to a course to be considered by an institution of your choice, for this purpose it will be disclosed only to the appropriate members of staff or selectors at each Higher Education Institution to which you are applying, or to which CATCH may decide to refer your application; and
- to enable CATCH to compile statistics or to assist other organisations or individual research workers to do so, providing that no statistical information which could identify you as an individual would be published.
- in pursuance of the prevention of fraud, CATCH reserves the right to disclose information shown on your application form to outside agencies, eg the Police, the Home Office, Local Authorities, Examining Boards, Department of Social Security, the Inland Revenue, the Student Awards Agency.

Under the terms of the Data Protection Act you are entitled to request a printout of all the data relating to your application so that you may check that it is accurate. The confidential reference is not available unless so authorised by the person providing the reference. If you do request a printout, a fee may be charged for the service.

USEFUL ADDRESSES

CATCH
PO Box 21
EDINBURGH EH2 2YS

If you have an enquiry about your application we would prefer if you wrote to CATCH. If you need to telephone the number is:

Tel No: 0131 220 8660
Fax: 0131 220 8666
Email: careers@nes.scot.nhs.uk
Website: www.nes.scot.nhs.uk

Further information and advice regarding nursing and midwifery careers in Scotland, England, Wales and Northern Ireland may be obtained from the following addresses:

SCOTLAND
Careers Information Service
NHS Education for Scotland
66 Rose Street
EDINBURGH EH2 2NN

Tel: 0131-220 8660
Fax: 0131 220 8666
E-mail: careers@nes.scot.nhs.uk
Website: www.nes.scot.nhs.uk

ENGLAND
NHS Careers
PO Box 376
BRISTOL BS99 3EY

Tel: 0845 6060 655
Email: advice@nhscareers.nhs.uk
Website: www.nhscareers.nhs.uk

WALES
Health Professions Wales
2nd Floor
Golate House
101 St Marys Street
CARDIFF CF10 1DX

Tel: 029 2026 1400
Fax: 029 2026 1499
E-mail: info@hpw.org.uk
Website: www.hpw.org.uk

NORTHERN IRELAND
Queens University Belfast
University Road
BELFAST
BT7 1NN

University of Ulster
Jordanstown
Shore Road
Newtonabbey
Co Antrim BT37 0QB

Tel: 028 9033 5081
Fax: 028 9024 7895
E-mail: admissions@qub.ac.uk
Website: www.qub.ac.uk

Tel: 08 700 400 700
E-mail: online@ulst.ac.uk
Website: www.ulst.ac.uk

For information about educational certificates (i.e. replacing lost certificates)

Scottish Qualifications Authority (SQA)
Hanover House
24 Douglas Street
Glasgow G2 7NQ

Tel: 0141 242 2214
Fax: 0141 242 2244
Email: mail@sqa.org.uk
Website: www.sqa.org.uk

Other addresses you may find useful are:

NURSING AND MIDWIFERY COUNCIL (NMC) - maintains the Professional Register of Nurses, Midwives and Specialist Community Public Health Nurses within the United Kingdom.

NMC
23 Portland Place
LONDON W1B 1PZ

Website: www.nmc-uk.org

UNIVERSITIES AND COLLEGES ADMISSIONS SERVICE (UCAS) - provides information and application service for degree programmes.

UCAS
Rosehill
New Barn Lane
CHELTENHAM
Gloucestershire GL52 3LZ

Application pack requests:

Tel: 0870 1122211
E-mail: app.req@ucas.ac.uk
Website: www.ucas.ac.uk

NURSING AND MIDWIFERY ADMISSIONS SERVICE (NMAS) - provides application service for nursing and midwifery courses in England.

NMAS
Rosehill
New Barn Lane
CHELTENHAM
Gloucestershire GL52 3LZ

Application pack requests:

Tel: 01242 223707
E-mail: app.req@ucas.ac.uk
Website: www.nmas.ac.uk

Universities in Scotland which offer Pre-Registration Nursing Degree Programmes:

Head of School of Nursing Studies
University of Edinburgh
31 Buccleuch Place
EDINBURGH EH8 9JT
Tel: 0131 650 3887
Website: www.ed.ac.uk

Head of Nursing and Midwifery School
University of Glasgow
68 Oakfield Avenue
GLASGOW G12 8LS
Tel: 0141 330 5498
Website: www.gla.ac.uk

Course Leader
School of Social and Health Sciences
University of Abertay Dundee
Marketgait House
158 Marketgait
DUNDEE DD1 1NG
Tel: 01382 308000
Website: www.abertay.ac.uk

Course Administrator
Department of Nursing and Community Health
Glasgow Caledonian University
Cowcaddens Road
Tel: 0141 331 8324

GLASGOW G4 0BA Website: www.gcal.ac.uk

Course Leader
Department of Health and Nursing
Queen Margaret University College
Clerwood Terrace Tel: 0131 317 3247
EDINBURGH EH12 8TS Website: www.qmuc.ac.uk

Course Leader
School of Nursing of Midwifery
Robert Gordon University
Block C Northern College of Education
Hilton Place Tel: 01224 262148
ABERDEEN AB24 4FP Website: www.rgu.ac.uk

Almada Street
Hamilton
ML3 0JB

Tel: 01698 283100
Fax: 01698 300236
Website: www.bell.ac.uk

Contacts - Ms Morag McIntosh, School Administrator, School of Health Studies
or Ms Jeanette Orchiston, Admissions Officer, School of Health Studies
or Ms Helena McGlynn, Clerical Assistant, School of Health Studies

CODE 3503

Bell College provides pre-registration education in two campuses. The largest campus is in Hamilton where the new purpose designed Caird Building is in use and the other is in Crichton University Campus in Dumfries in the newly renovated Dudgeon Building.

The theoretical curriculum for pre-registration nursing is delivered on both sites. The theoretical curriculum for midwifery is provided in the Hamilton Campus only, but practice placements are available in Dumfries and Galloway (application is made through the Lanarkshire campus only).

Applicants for the Diploma of Higher Education/Bachelor of Science in Nursing must indicate their preference for Lanarkshire or Dumfries under the Bell College entry in section 5 of the application form. Students who are taught at Dumfries will be required to travel to Hamilton for some modules. A bus is provided from Dumfries.

The University of Strathclyde validates the courses and the awards obtained are awards of the University. All courses are delivered by staff of Bell College.

LANARKSHIRE

Bell College
School of Health Studies
Almada Street
HAMILTON
ML3 0JB

DUMFRIES

Bell College
School of Health Studies
Crichton University Campus
Dudgeon House
Bankend Road
Dumfries DG1 4ZN

For information:-

Tel: 01698 283100
Fax: 01698 300236

Contacts - Ms Morag McIntosh, School Administrator, School of Health Studies
or Ms Jeanette Orchiston, Admissions Officer, School of Health Studies
or Ms Helena McGlynn, Clerical Assistant, School of Health Studies

COURSES AVAILABLE

Diploma of Higher Education in Nursing or Bachelor of Science in Nursing

and registration on the Professional Register as

Registered Nurse - Adult
or
Registered Nurse - Mental Health

(The above courses are available on a full-time basis)

Graduate Bridging Programme

There is also a new bridging programme for graduates to allow entry to the Nursing Programme at Year 2. Applicants should enter SCG in the course section of their application form if they wish to apply for this programme.

Diploma of Higher Education in Midwifery or Bachelor of Science in Midwifery

and registration on the Professional Register as

Registered Midwife

The Diploma of Higher Education and the Bachelor of Science courses follow a common pathway for two years. Entry to degree studies in Year 3 requires that you pass 100 of the 120 points at first assessment attempt.

Conversion Courses

This pathway leads to a Diploma of Higher Education or Bachelor of Science in Nursing and registration on the Professional Register as

Registered Nurse - Adult
or
Registered Nurse - Mental Health

These 2 year courses are available for Registered First Level Nurses wishing to obtain qualification in a different area of practice.

Registered Second Level (Enrolled) Nurses may apply to take the Diploma of Higher Education or Bachelor of Science in Nursing course and may receive credit for prior learning and their existing certificate.

COMMENCEMENT DATES

Pre-registration Nurses	- two intakes per year one in February and one in August.
Pre-registration Midwives	- one intake per year in August.
Conversion Courses	- two intakes per year one in February and one in August.

MINIMUM EDUCATIONAL ENTRY REQUIREMENTS

All applicants must satisfy the NMC entry requirements and must have a pass in English at Standard/O Grade (A-C or 1-3) level. Additionally, applicants for Midwifery must have a pass in a Science subject at Standard/O Grade (A-C or 1-3) level. However, preference will be given to applicants who have two passes at SCE/SQA Higher Grade (or one pass at the GCSE A level). Mature applicants i.e. over 21 years of age at date of entry, will be considered on the basis of the NMC minimum.

Candidates for the Graduate Bridging Programme must hold a degree awarded by an institution within the European Union and include subjects relevant to nursing, including studies in either Biology or Social Science.

AGE LIMITS

Minimum age : 17 years on day of course commencement.

SELECTION OF APPLICANTS

Applicants who meet the above criteria will be selected on the basis of the information given in or derived from the application form, and may be invited for interview. Where appropriate, applicants will be advised if an earlier start date is available. All applicants will be expected to disclose any convictions or cautions and criminal record checks will be carried out.

HEALTH INFORMATION

Successful applicants require to be assessed as medically fit to undertake the course. Initial completion of a Health Questionnaire will be followed by health assessment.

COURSE STRUCTURE

The Nursing courses commence with a one year Common Foundation Programme followed by one of the Branch programmes (Adult or Mental Health) for the remaining two years.

The Midwifery programmes are three year courses during which the knowledge and skills essential for contemporary midwifery practice are gained.

In both the Nursing and Midwifery courses there are six semesters of six months duration. Each semester contains periods of College and practice based learning. The courses are modular in format.

PRACTICE PLACEMENT EXPERIENCE

Each course consists of 50% theory and 50% practice. Placements are selected to reflect contemporary health care provision. There will be opportunities to undertake placements in Lanarkshire and Dumfries & Galloway. In allocating placements, however, consideration will be given to the circumstances of individual students, e.g. family commitments.

A wide range of practice placement experience is utilised including hospitals, health centres, day centres, private sector nursing homes, social work/local authority facilities and various organisations in the voluntary sector including support groups, hostels and housing associations. The theoretical and practical aspects of the curriculum will be integrated in the courses.

Students will be expected to participate in shift patterns in the placements areas through the course.

CRITERIA FOR SUCCESSFUL COMPLETION OF THE COURSE

Students are required to achieve a satisfactory standard of performance in respect of theory, practice, personal conduct and course attendance all of which will be clearly explained on course commencement.

THE COLLEGE AND ITS PHILOSOPHY

Through the use of new technology and a wide range of learning methods, the College adopts a student centred approach to teaching and learning. As a result students are treated as active learners and are encouraged to assume responsibility for their own education. The College recognises the crucial importance of practice based learning in Nursing and Midwifery education and maintains strong links with the professions and providers of health care. Through both theoretical and practical input the College aims to facilitate the development of the individual student, with particular regard to critical thinking, problem solving, interpersonal, psychomotor and evaluative skills.

RESIDENTIAL ACCOMMODATION

A modern Halls of Residence is available in Hamilton and student accommodation may be available on the Crichton Campus in Dumfries.

THE SURROUNDING AREA

LANARKSHIRE

Lanarkshire is situated south east of Glasgow and is ideally suited, in terms of road and rail links for travelling to Glasgow, Edinburgh or Stirling.

The main population centres, (where the majority of hospitals and health centres are situated) are Hamilton, Motherwell and Monklands Districts plus the two new towns of East Kilbride and Cumbernauld.

These urban areas offer a wide range of social and recreational facilities.

Large areas of Lanarkshire can be described as semi-rural and these include well known tourist areas (the Clyde Valley) and sites of historical interest (Chatelherault Country Park, New Lanark Village and the David Livingstone Centre).

DUMFRIES AND GALLOWAY

Dumfries and Galloway is an unspoilt and uncrowded region, situated in Scotland's South West. It has many areas of outstanding natural beauty which includes landscapes of mountain, moorland and coast. At its heart is the County town of Dumfries, which is an attractive and welcoming market town and commercial centre, with good services and facilities. A wide range of sport and leisure activities is available either on the campus, in Dumfries itself or in the surrounding countryside and coastal areas. Transport links are excellent with rail connections to Glasgow and Carlisle and convenient road links to major national routes

School of Nursing and Midwifery
University Campus
11 Airlie Place
Dundee
DD1 4HJ

Tel: 01382 348585
Fax: 01382 348533
Website: www.dundee.ac.uk

Contact - Student Admissions Service

CODE - 3606

The School of Nursing and Midwifery at the University of Dundee offers you a choice of three programmes of pre-registration education in Nursing and a pre-registration education Midwifery programme.

The Nursing programmes offer an opportunity to develop the unique nursing skills needed to care for either Children, Adults, or those with a Mental Health problem.

The practice of Midwifery focuses on the care of childbearing woman and their families. The philosophy of the Midwifery programme is, therefore, concerned with the acquisition of such knowledge and skills which are necessary to ensure that women's childbearing experiences are as safe and as positive as possible.

For Nursing and Midwifery programmes all students have the opportunity to progress to degree level studies.

The School of Nursing and Midwifery has two large campuses in Tayside and Fife and study centres in Perth and Angus. The School also has clinical skills provision in both locations. A variety of teaching methods are utilised.

PROGRAMMES OF EDUCATION

DIPLOMA PROGRAMMES

Diploma of Higher Education in Nursing and registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Children

Diploma of Higher Education in Midwifery and registration on the Professional Register as:

Registered Midwife

SHORTENED PROGRAMME FOR GRADUATES (SPG)

Postgraduate Diploma of Higher Education and registration on the Professional Register as:

Registered Nurse - Adult

CONVERSION PROGRAMMES

A First Level to First Level Conversion programme is available for Registered Nurses wishing to obtain qualification in a different area of practice.

An Enrolled Nurse Conversion programme is available for Second Level Nurses wishing to obtain First Level registration.

The end award is a Diploma of Higher Education in Nursing and registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Children

NB Applications for the conversion programmes and the Shortened Programme for Graduates should be made directly to the School and not via CATCH.

COMMENCEMENT DATES

All programmes will commence in September and there will be a second intake in January for Adult Nursing, Mental Health Nursing and Child Nursing.

MINIMUM SCHOOL REQUIREMENTS

If you are under 21 years old –

For September 2005 intakes - Applicants must satisfy the following academic requirements:

- 1 Higher Grade at A, B, or C grade **PLUS** 5 Standard Grades at 1, 2, or 3 grade (or equivalent)
- For Nursing - Preference will be given to those applicants who have English or a Science subject at Standard Grade
- For Midwifery - English and a Science subject at Standard Grade is compulsory

For September 2006 intakes - Applicants must satisfy the following academic requirements:

- 2 Higher Grades at A, B, or C grade **PLUS** 5 Standard Grades at 1, 2, or 3 grade (or equivalent)
- For Nursing and Midwifery - English and a Science subject will be compulsory

For September 2007 intakes - Applicants must satisfy the following academic requirements:

- 3 Higher Grades – grades yet to be determined
- Standard Grades – yet to be determined
- For Nursing and Midwifery - English and a Science subject will be compulsory

Alternative Methods of Entry -

Recognised ACCESS to Nursing and Midwifery courses will be encouraged and accepted. Access courses are available locally at Angus, Dundee, Fife, Glenrothes, Elmwood, Lauder and Perth College.

SQA (formerly SCOTVEC) Modular Packages which meet the School minimum standard and are not undertaken as ACCESS Courses to Nursing and Midwifery are recognised.

University Summer School Programmes are available and may be acceptable. Further information on request.

Candidates for the Shortened Programme for Graduates must provide evidence of having successfully completed a first Degree that meets the NMC Guidelines (NMC 2003).

Degrees awarded by institutions outwith the European Union will be considered on an individual basis.

Please note that a pass in the NMC DC test is not an acceptable entry gate.

MATURE STUDENTS (Applicants 21 years of age and over)

Mature applicants may be accepted via an Access course which is approved by the School of Nursing & Midwifery.

Other qualifications will be considered on an individual basis.

Please note that a pass in the NMC DC test is not an acceptable entry gate.

AGE LIMITS

Minimum of 17 years at the commencement of the programmes.

HEALTH INFORMATION

A satisfactory health screening by the Occupational Health Services is required for entry.

SELECTION OF CANDIDATES

Satisfactory references, interview performance, health screening and criminal records search are part of the selection process.

PROGRAMME STRUCTURE

Diploma of Higher Education in Nursing/Degree of Bachelor of Nursing

This is a three year programme and each year of the programme is 45 weeks in length.

The programmes for both Nursing and Midwifery are a mix of study and practice within community and hospital settings.

Progression to the Degree Pathway

Students who meet certain conditions will be given the option of undertaking the Degree pathway in year three.

Flexible Pathway

A flexible pathway is available to those with childcare responsibilities, and other options are being explored for carers in general. This option is designed to give students either open-learning or time out from the programme during peak child-care times of school holidays. On average students will achieve four weeks less practice per year than the full-time student. The twelve weeks which accrue over the three years are made up in practice at the beginning of a fourth year.

NOTE - This option is only available to those commencing in the September classes.

PRACTICE AREAS

Clinical/practice areas are used throughout Fife and Tayside including Kirkcaldy, Dunfermline, Glenrothes, North East Fife, Dundee, Angus and Perth and Kinross. Students following the Dip HE in Children's Nursing may be expected to undertake placements throughout Scotland.

These placements include Health Centres, Clinics, Hospitals and the Independent Sector.

You will be allocated to Tayside or Fife for the purpose of practice placements for the duration of the programme, but you should be aware that it will be necessary to arrange clinical placements outwith Tayside or Fife in exceptional circumstances.

CRITERIA FOR SUCCESSFUL COMPLETION OF THE PROGRAMME

An overall pass in each year of the Total Qualifying Examination, demonstration of having reached the required level of clinical competency, and meeting the required level of attendance.

THE UNIVERSITY AND ITS PHILOSOPHY

The mission of the University of Dundee, School of Nursing and Midwifery is to "become a student-centred organisation committed to multi-professional teaching, learning and research". Nursing and Midwifery education in the School will match the changing needs of the health and social services to ensure that you will be an effective practitioner within contemporary health care provision.

You will be given the opportunity to study alongside students participating in a variety of other professional education programmes such as Medicine and Dentistry which are delivered within the Faculty. This will enhance your learning experience by allowing you to explore the different roles and views of colleagues involved in the delivery of care to the patient/client.

Part of the educational philosophy of the School is an integrated approach to learning which means you will have placements in community and hospital settings and practice skills in simulated situations. This involves learning through the use of computers and clinical skills centres where the opportunity to practise skills and techniques is given before entry to real situations. Integrated learning resources also involve library work as well as the more traditional attendance at lectures and seminars.

Overall, however, the School believes that students are becoming more independent in directing their own learning and Integrated Learning is central to this strategy. This is the future of professional preparation and the School is right at the forefront of this development.

SCHOOL PREMISES

The Tayside Campus is located within the grounds of Ninewells Hospital, which is well served by local bus services. A variety of shops, banks and eating facilities are available at the main concourse of the hospital.

The Fife Campus is situated immediately opposite the railway station in Kirkcaldy, within walking distance of the town centre and main bus terminal. This gives easy access to both local and national travel networks as well as the wider benefits of modern town facilities.

ACCOMMODATION

The University can offer accommodation to all first year single entrant students. Every effort is made to meet your needs if you complete an accommodation application form by the deadline specified for accepting an offer of an academic place.

RECREATIONAL FACILITIES

As a University city, Dundee is socially attractive to young people - offering cinemas, dancing, theatre, restaurants, discotheques and sports. The facilities available in Fife, Perth and Angus complement and add to those available in Dundee.

STUDENTS ASSOCIATION

As a matriculated student of the University of Dundee you will have access to the Students Association.

The Association, run by students for students, offers a wide range of services, from advice on welfare problems to a huge variety of entertainment.

If you choose University of Dundee, information on the Association will be sent to you before you arrive.

PHYSICAL EDUCATION

The Department of Physical Education plays an integral role in providing for the physical wellbeing of staff and students at the University.

The staff in the Department of Physical Education provide a popular, efficient and welcoming service to both the University and the local communities. This is complemented by excellent indoor and outdoor sports facilities.

The outdoor facilities include: a 33 acre sports ground with changing accommodation and Pavilion for social use, together with a floodlit training area; four floodlit, artificial grass tennis courts; and a Water Activities Centre enabling excellent sailing on the Tay Estuary.

The Department of Physical Education boasts some of the most modern and extensive indoor facilities in Scottish universities.

THE SURROUNDING AREA

Fife stretches between the Firths of Forth and Tay and has the advantages of excellent road and rail links to the nearby capital city of Edinburgh. There is easy access to other major cities including Dundee, where the Main Campus of the University is situated.

Tayside provides a variety of sporting opportunities for those keen on outdoor pursuits. Hill walking, climbing, fishing and canoeing and ski-ing are only a few of the leisure activities available within easy reach of Dundee and Perth.

Glasgow Caledonian University
School of Nursing and Community Health
City Campus
Cowcaddens Road
GLASGOW
G4 0BA

Tel: 0141-331 8324
Fax: 0141-331 8312
Website: www.gcal.ac.uk

Contact - Nursing Recruitment – 0141 331 8324

CODE - 2608

The programme at Glasgow Caledonian University provides the students with the choice of two academic awards commensurate with registration as a first level nurse or midwife. The choice of pathway leading to academic award of diploma or degree will be optional at the end of year 2.

PROGRAMMES AVAILABLE

DIPLOMA / DEGREE PROGRAMMES

Diploma of Higher Education (Nursing) / Bachelor of Nursing and registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Learning Disabilities
or
Registered Nurse - Children

Diploma of Higher Education (Midwifery) / Bachelor of Midwifery and Registration on the Professional Register as:

Registered Midwife

CONVERSION PROGRAMME

Diploma of Higher Education in Nursing / Bachelor of Nursing and registration on the Professional Register as:

Registered Nurse - Adult (offered on-site)
or
Registered Nurse - Mental Health (offered on-site and distance learning mode)
or
Registered Nurse - Learning Disabilities (offered on-site)
or
Registered Nurse - Children (offered on-site)

Length of programme undertaken will be dependent on previous experience

PRE-REGISTRATION MIDWIFERY PROGRAMME (SHORTENED)

This programme leads to a Diploma of Higher Education (Midwifery) or a Bachelor of Midwifery, and Registration on the Professional Register as:

Registered Midwife – offered on-site

COMMENCEMENT DATES

DIPLOMA / DEGREE PROGRAMMES - The Diploma of Higher Education in Nursing and Midwifery / Bachelor of Nursing and Midwifery programmes - one intake each year in September.

CONVERSION PROGRAMME - one intake each year in September.

SHORTENED MIDWIFERY PROGRAMME - one intake each year in February.

MINIMUM REQUIREMENTS

All candidates must satisfy the NMC minimum educational requirements plus:

If you are under 21 years of age:-

You must have the equivalent of two Highers at C banding or above with Standard grades which include English, mathematics and preferably a science subject.

Candidates for Midwifery must have English, and a science subject.

If you are over 21 years of age:-

Candidates with acceptable equivalent qualifications e.g. a minimum of 12 selected SQA modules will be considered on an individual basis. Evidence of recent study in the last 4 years is essential.

All applicants to the Conversion programmes must be registered on the appropriate part of the Professional Register.

All applicants to the shortened Midwifery programme must be registered on the Professional Register as a Registered Nurse - Adult.

Please note that a pass in the NMC DC test is not an acceptable entry gate.

AGE LIMITS

Minimum 17 years on the day of commencement of the nursing/midwifery programmes.

HEALTH INFORMATION

A satisfactory medical report indicating fitness of the applicant to pursue a nursing/midwifery programme will be required before a place on the programme is confirmed.

CRIMINAL RECORDS CHECK

All applicants require to undergo a criminal records check by Disclosure Scotland.

SELECTION OF CANDIDATES

Suitably qualified applicants for the nursing/midwifery programmes will be invited for interview following a shortlisting procedure.

PROGRAMME STRUCTURE

Students undertake a three year programme (135 weeks) of theory and practice. The academic year is 45 weeks in length and comprises three units of study:

- i. September to January
- ii. February to May
- iii. June to August

Study throughout each period is configured on a theory and practice split over all three years. Students undertaking the degree pathway will complete 6 units of study in year 3.

DIPLOMA OF HIGHER EDUCATION (NURSING) or BACHELOR OF NURSING

For the first year, students follow a programme common to all nursing students (Common Foundation Programme). Thereafter, one of four branch specific programmes is undertaken: - Adult, Child, Learning Disability or Mental Health.

Subjects taken in the programme include:

- Year 1 - Nursing, Life Sciences, Psychology, Sociology.
- Year 2 – Nursing.
- Year 3 – Nursing.

DIPLOMA OF HIGHER EDUCATION (MIDWIFERY) or BACHELOR OF MIDWIFERY

Midwifery students follow the same programme throughout. Students consider the impact of childbearing on women and society. The role of the midwife as a partner to women throughout the childbearing experience is highlighted.

Subjects taken in the programme include:

- Year 1 - Midwifery, Life Sciences, Psychology, Sociology.
- Year 2 – Midwifery.
- Year 3 – Midwifery.

SHORTENED MIDWIFERY PROGRAMME

During the first six months the students undertake separate studies from those undertaking the three year Diploma / Degree programme and then they join in with the third year of the Diploma / Degree programme.

CLINICAL AREAS AND UNIVERSITY BASED EXPERIENCE

Students will gain practice experience in a variety of settings to meet the particular requirement of their programme. For nursing students this will involve allocation to Health Board and private sector establishments in both hospitals and in the wider community. Special schools, nurseries and social work centres also contribute experience.

Students pursuing a midwifery programme will gain the majority of their practice experience within an integrated maternity unit in the hospital or community.

In some clinical practice allocations students will require to work shifts, at weekends and on public holidays.

University based experience will take place at Glasgow Caledonian University's City Campus.

CRITERIA FOR SUCCESSFUL COMPLETION OF PROGRAMMES

The nursing and midwifery programmes are jointly validated by Glasgow Caledonian University and NHS Education for Scotland. On successful completion the student is awarded a Higher Education diploma / degree and is eligible to register on the appropriate part of the Professional Register held by the Nursing and Midwifery Council.

A satisfactory standard in clinical assessments and in course work and examinations must be achieved at defined stages in the programme to allow progression. A satisfactory level of attendance is also mandatory. Failure to achieve these criteria may result in temporary suspension or exclusion from the programme. In these situations students may require to pay back a proportion of bursary.

GLASGOW CALEDONIAN UNIVERSITY SCHOOL OF NURSING AND COMMUNITY HEALTH

The School of Nursing and Community Health is one of eight University Schools within Glasgow Caledonian University. It provides programmes of education, theory and practice to prepare individuals for the nursing and midwifery professions.

The School aims to ensure that learning and research are closely linked to practice. In addition to excellent library and computing facilities, students of nursing and midwifery also have access to a simulated hospital suite which is located in the Govan Mbeki Building. The simulation laboratory wards also provide intensive care and child facilities and an interactive suite.

Individuals in all age groups who are interested in caring for people are welcomed to the nursing and midwifery programmes. A student centred approach is adopted to support study but students are also expected to have a commitment to learning. The Diploma / Degree programmes offer grounding for further study and professional development within the student's chosen sphere.

RESIDENTIAL ACCOMMODATION

Details of available accommodation can be obtained from the Department of Facilities Management, please contact the Accommodation Office on 0141 331 3980.

THE SURROUNDING AREA AND RECREATIONAL FACILITIES

The School of Nursing and Community Health is located within the Glasgow Caledonian University City Campus, situated, as the name suggests, within Glasgow city centre to the north of George Square and east of Sauchiehall Street.

The University has a Recreation and Health Centre on the campus, which is located in a purpose built facility with state of the art sports equipment and provides students with the opportunity to try out different activities.

Glasgow, former European City of Culture and United Kingdom City of Architecture and Design designate in the year 1999 has much to offer students. It has excellent shopping centres and there is a variety of eating places, cinemas, theatres, museums and sports/recreation facilities to sample.

10 Colinton Road
Edinburgh
EH10 5DT

Website: www.napier.ac.uk

Contact - Mr George Petrie
Advisor of Studies
Faculty of Health and Life Sciences
Canaan Lane Campus
74 Canaan Lane Tel: 0500 35 35 70
EDINBURGH EH9 2TB Email: info@napier.ac.uk

CODE - 3605

PROGRAMMES AVAILABLE

PRE REGISTRATION PROGRAMMES

Pre-registration programmes in Higher Education, leading to a Diploma or a Degree, in Nursing and Registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Learning Disabilities
or
Registered Nurse - Children

Pre-registration programmes in Higher Education, leading to a Diploma or a Degree, in Midwifery and Registration on the Professional Register as:

Registered Midwife

SHORTENED PATHWAY FOR GRADUATES

ACCELERATED PROGRAMME FOR CANDIDATES WITH PRIOR LEARNING (advanced standing given in Year 1)

CONVERSION COURSES (for already registered nurses)

- Graduates (only available for those applying for Adult Nursing acceptable degree content Biology/Life Science or Psychology/Sociology/Behavioural Science)
- Prior experiential learning through work experience including vocational courses
- Previously registered nurses and midwives (1st and 2nd level)

PRE-REGISTRATION MIDWIFERY PROGRAMME (SHORTENED)

Pre-registration programmes in Higher Education, leading to a Degree, in Midwifery and Registration on the Professional Register as:

Registered Midwife

COMMENCEMENT DATES

PRE-REGISTRATION PROGRAMMES

All 3 year programmes will commence in October and there will be a second intake in February for Adult Nursing, Mental Health Nursing, Child Nursing. The Shortened Course for Graduates intake is in October and February.

SHORTENED MIDWIFERY COURSE

One intake each year (October)

MINIMUM UNIVERSITY REQUIREMENTS

Candidates under 21 years of age will be expected to have gained at least 5 Standard grade qualifications at grade 1, 2 or 3 (or equivalent) and 2 SQA Highers or their equivalent by the beginning of the Nursing or Midwifery programme for which they have applied. Preference will be given to those with Higher English and or Higher Biology/Human Biology/Psychology or their equivalent.

Candidates over 21 years of age will be expected to have gained at least 5 Standard grade qualifications at grade 1, 2 or 3 (or equivalent) and show evidence of learning beyond that stated minimum.

All candidates must have attained a Standard grade qualification (grade 1, 2 or 3) or its equivalent in English.

A science standard grade bands 1, 2 or 3 or equivalent is desirable.

Applicants for the direct entry 3 year Midwifery programme must offer a pass in a science subject.

All candidates should note that numeracy and IT skills are essential for those wishing to undertake either the Nursing or Midwifery programmes

Candidates for the Shortened Course for Graduates must hold a degree awarded by an institution within the European Union and include subjects relevant to nursing, including studies in either Biology or Social Science.

All applicants who wish to be considered for accelerated courses (Conversion courses) and who are previously registered nurses or midwives must be registered on the appropriate part of the Professional Register.

All applicants to the shortened midwifery course must be registered on the Professional Register as a Registered Nurse - Adult.

AGE LIMITS

The minimum age for the Pre-registration Programmes is 17 years on day of commencement of courses. No upper age limit applies.

HEALTH INFORMATION

Good physical and mental health with reasonable fitness. The University aims to promote an inclusive learning environment and welcomes enquiries from the widest possible range of applicants.

SELECTION OF CANDIDATES

All applicants are given serious consideration on an individual basis. Most applicants are called to an information/selection day. This day gives the opportunity to provide candidates with a wide range of information about the programme for which they have applied as well as addressing matters relating to being a student in the Faculty of Health and Life Sciences.

COURSE STRUCTURE

PRE-REGISTRATION PROGRAMMES IN NURSING

FULL-TIME

The programme takes 3 years to complete, delivered over a 45 week year which consists of 3 trimesters. Each one of these lasts for 15 weeks. The programme is designed on a modular basis, each module attracting CATS framework points. Students undertake 3 or 4 modules each trimester. Modules during the Summer trimesters are designed to enable the student to study flexibly and the time required to attend University is less than the Autumn and Spring Trimesters. Each module is assessed independently and throughout the programme a variety of methods are used to do this.

The first year is common for all students undertaking nursing programmes although emphasis is placed on ensuring that both theory and practice learning are relevant to the students chosen branch. All students are offered sessions which will enhance their study skills and these are further developed in years two and three. Students commence their practice placements in the second trimester. At the end of the first year a student may choose to leave with a Certificate in Health Studies.

During the second and third years students will focus on their chosen branch and become prepared to practice safely and effectively at the point of registration within a variety of settings. There are extended periods of supervised practice and students also undertake elective modules in which they can develop their skills in an area of their choice.

FLEXIBLE OPTION

The modular approach enables a variety of flexible options to be offered. This ensures that we are more likely to meet your needs.

PRE-REGISTRATION PROGRAMMES IN MIDWIFERY

Three year Programme - this programme takes 3 years to complete on a full-time basis and is delivered over a 45 week year. The programme is designed on a modular basis, each module attracting CATS framework points. The module learning is designed to prepare the student to practice safely and effectively at the point of registration. The programme is competency based and is grounded in the principle that the education of student midwives will demonstrate a women-centred approach to care based on partnership, which respects the individuality of the women and her family.

Shortened Programme - this is an 18 month modular programme for Registered Adult Nurses, based on the same principles and philosophy as the three year programme.

PRACTICE EXPERIENCE

Nursing students have clinical practice experience in Health and Social Care settings throughout Lothian and the Borders.

Midwifery students have practice experience in Maternity Units in St John's Hospital - Howden; The Royal Infirmary, Edinburgh and Borders General Hospital Maternity Unit and also in Community settings throughout the region.

Residents in the Scottish Borders area may be able to undertake some practice experience in the Borders.

CRITERIA FOR SUCCESSFUL COMPLETION OF THE COURSE

A variety of methods are used to assess students throughout the course. Criteria include:

- assessment of practical skills and knowledge of theory for each module
- regular high levels of attendance in order to gain the required hours of experience
- a range of written assignments and examinations during the programme
- demonstration of good character and professional conduct throughout the course

To be recommended to the Nursing and Midwifery Council for registration as a nurse or as a midwife on the Professional Register, and to gain the appropriate academic award in Nursing or Midwifery the student must:

- meet all the requirements of the programme regulations,
- conform to the University's Code of Conduct/Policies,
- meet requirements prescribed by E.U. Directives where relevant.

THE UNIVERSITY, THE FACULTY OF HEALTH AND LIFE SCIENCES AND ITS PHILOSOPHY

The Faculty is committed to encouraging applications from a wide range of people with varied academic and work orientated backgrounds who wish to achieve their maximum potential. The climate is one of trust with a high degree of openness. As a result it is believed that students should gain the expertise to practice as nurses and midwives, promoting or restoring wellness, preventing illness and alleviating suffering.

RESIDENTIAL ACCOMMODATION

Details of available accommodation can be obtained from Napier University Accommodations Office (Tel: 0131 455 4545)

SOCIAL AND RECREATIONAL ACTIVITIES

The Festival City of Edinburgh caters for a wide range of pursuits. High quality city centre shopping is complemented by a number of out-of-town shopping malls. Museums, galleries, theatres and cinemas cater for those with an interest in the arts. A lively social life is possible through numerous clubs, restaurants and other eating places. Sport and recreational activities are well catered for in venues throughout Lothian. Public transport enables easy movement within the region. External links are made easy by Intercity Rail services and Edinburgh International Airport. Further details are included in the Napier University Prospectus.

The Borders is an area of considerable scenic beauty. It is a largely rural area with good bus services to Edinburgh, Carlisle and Newcastle. There are some lively clubs and discos. A number of thriving interest groups and societies give new members a warm welcome, for example rugby, riding, cricket and other sports, drama, opera, photography, literary and film clubs. There is much of historic interest, including early Christian and Roman periods. Students can join the local community in celebrating the Common Ridings and festivals in the Border Towns.

SCHOOL OF NURSING, MIDWIFERY AND HEALTH

The School welcomes applicants who have an interest in and capacity to care for others and who are motivated to apply themselves to the appropriate level and type of academic and clinical study. Opportunities for further academic and professional development are provided for those who successfully complete the programme(s).

The University campuses at both Ayr and Paisley provide the focus for teaching activity and practice experience is available throughout Ayrshire and Arran and Argyll and Clyde. Where possible placement experience is gained in placements relatively close to the teaching base although more distant placements may be required.

School of Nursing, Midwifery and Health
University Campus, Ayr
Beech Grove
AYR KA8 0SR

Paisley Campus
PAISLEY
PA1 2BE

Tel: 01292 886215
Fax: 01292 886323
Website: www.paisley.ac.uk

Contact: Mrs E Kennedy

CODE - 3559

PROGRAMMES AVAILABLE

DEGREE AND DIPLOMA PROGRAMMES - Pre-registration

Nursing programmes are provided at both Degree Level and Diploma of Higher Education.

The Midwifery Programme is offered at Degree Level in the first instance, however, students who do not complete the core requirements for the Degree may exit with a Diploma of Higher Education in Midwifery. This will be at the discretion of the Programme Panel. The Dip. HE in Midwifery is the minimum requirement for registration with the Nursing and Midwifery Council.

Awards are: BSc in Adult Nursing
Dip. H.E. in Nursing (Adult)
BSc in Mental Health Nursing
Dip. H.E. in Nursing (Mental Health)
BSc in Midwifery
Dip. H.E. in Midwifery

Successful completion of each programme enables Registration on the Professional Register as:

Registered Midwife
or
Registered Nurse - Adult
or
Registered Nurse - Mental Health

NB Mental Health Nursing students (Ayr) are required to attend Paisley campus for much of the theoretical component of the Branch Programme. Midwifery students are required to attend Paisley Campus for all of the theoretical component of the programme.

COMMENCEMENT DATES

NURSING

Intake dates are twice yearly in February and September.

MIDWIFERY (3 year programme)

Intake dates are twice yearly in February and September.

MINIMUM ENTRANCE REQUIREMENTS

DEGREE IN NURSING AND DIPLOMA OF HIGHER EDUCATION

All applicants must satisfy the NMC entry requirements. Applicants must demonstrate academic competence and proficiency in English normally through the attainment of a subject pass in English at minimum level of O/S grade or equivalent. Preference will be given to those who gain passes:

- in numeracy and/or science based subject
- gained at one sitting
- at Higher Grade

DEGREE IN MIDWIFERY (3 years)

All applicants must satisfy the NMC entry requirements. Applicants must demonstrate academic competence and proficiency in English normally through the attainment of a subject pass in English at minimum level of O/S grade or equivalent. In addition applicants must have a subject pass in a science subject. Preference will be given to those who gain passes at one sitting or who have Higher Grade passes.

ACCESS TO NURSING COURSE (SWAP)

For further information contact Clydebank College of Further Education, James Watt College, Greenock, Kilmarnock College, Kilmarnock or Reid Kerr College, Paisley.

AGE LIMITS

Minimum: 17 years for nursing and midwifery programmes.

HEALTH INFORMATION

All candidates must be in good mental and physical health and will require a satisfactory medical report prior to acceptance on a nursing or midwifery programme.

SELECTION OF CANDIDATES

Suitable applicants who satisfy the minimum entry requirements, may be invited for interview following a shortlisting procedure. Normally academic and clinical staff participate in the selection process for applicants. Additional assessment of literacy and numeracy for Adult/Mental Health Nursing, at interview, is integral to the selection process. Original birth, marriage/divorce and academic certificates must be presented at that time. Additional documentation may be required for non-UK applicants.

PROGRAMME STRUCTURE

NURSING

DIPLOMA OF HIGHER EDUCATION IN NURSING

This is a three-year programme with the first twelve months being generic in nature - the Common Foundation Programme (CFP). Following this there is a further two years specific to either Adult Nursing or Mental Health Nursing (Branch programme). 50% of the CFP and of the Branch programme requires supervised practice within care settings.

The CFP provides students with theory and related practice pertaining to Health, Health Care Teams and Core Skill Acquisition on which subsequent theory and practice are built.

Adult Branch Programmes

Students have the opportunity to care for patients in diverse settings within hospital and primary care environments. Areas of acute and high dependency nursing as well as continuing and palliative care are accessed to enable future practitioners to practice and attain the necessary skills and competencies required for the provision of nursing care within an ever-changing health care environment.

Mental Health Branch Programme

Students have the opportunity to care for patients across hospital, community and voluntary care areas. The rapidly changing face of mental health care requires students to evidence learning and competence with individual patients and groups within a health and social care framework and to work in partnership with all concerned.

Details of each programme will be given at interview and on commencement.

DEGREE IN NURSING

Adult or Mental Health

This is a three-year programme with the first two years following the same pathway as for the Dip HE Programme. Year three requires students to evidence further academic progression beyond that for the Dip HE. A core requirement for the degree programme is the completion of a research module and three other modules from within a prescribed list. In addition, evidence of reflection and critical analysis in practice is required.

Details of each programme will be given at interview and on commencement.

MIDWIFERY

-

DEGREE IN MIDWIFERY

The programme is of three year's duration. Satisfactory completion of the Programme enables progression to professional registration with the Nursing and Midwifery Council. A core requirement for the degree programme is the completion of a research module and three other modules from within a prescribed list. In addition, evidence of reflection and critical analysis in practice is required.

Students have the opportunity to contribute within this innovative and dynamic programme of preparation. The approach is woman-centred and the aim is to promote the health and well being of the woman and her family in accordance with need and individual choice. Practice experience is designed to enable the student to attain the relevant skills and competencies necessary for professional practice and registration as a midwife. Such experience is obtained in varying environments within the hospital and community care setting normally under the supervision of a registered midwife.

Details of the programme will be given at interview and on commencement.

PRACTICE PLACEMENTS

Diverse areas are used across Ayrshire and Arran and Argyll and Clyde. The areas listed below are illustrative and not all-inclusive. Applicants will be required to identify at interview if they perceive difficulty in accessing specific areas. It should be noted that allocation to a placement area nearest to the student's residence cannot be guaranteed.

Adult Nursing:

Hospital University Campus Ayr: Ayr Hospital, Crosshouse Hospital (Kilmarnock)

RAH Campus: Royal Alexandra Hospital (Paisley), Vale of Leven Hospital (Alexandria), Inverclyde Royal Hospital (Greenock), Oban Hospital.

Primary Care University Campus Ayr: Local Health Care Co-operatives of Ayrshire and Arran Primary Care NHS Trust

RAH Campus: Local Health Care Co-operatives of Renfrewshire and Inverclyde Primary Care NHS Trust; Argyll and Bute Primary Care NHS Trust

Mental Health Nursing:

Hospital University Campus Ayr: Ailsa Hospital (Ayr), Crosshouse Hospital (Kilmarnock)

RAH Campus: Dykebar Hospital (Paisley), Argyll & Bute Hospital (Lochgilphead), Ravenscraig Hospital (Greenock)

Primary Care As for Adult nursing

Midwifery (3 year):

Midwifery provides a Community based service in Ayrshire & Arran and Argyll & Clyde

Ayrshire & Arran Ayrshire Central Hospital(Irvine) and Community areas in Ayrshire

Argyll & Clyde Royal Alexandra Hospital (Paisley) and Community areas in Oban, Lochgilphead and Dunoon

N.B. Non-institutional, private, non-statutory and voluntary areas in all parts of Ayrshire and Arran and Argyll and Clyde are also used. Students should be able to travel to these areas as required by the programme.

CRITERIA FOR SUCCESSFUL COMPLETION OF THE PROGRAMME

All students must satisfactorily complete all aspects of each module demonstrating evidence of theoretical, practical and professional competence, appropriate to the stage and level of the programme.

ACCOMMODATION

Residential accommodation can be made available, but such accommodation is limited. For further information contact the Applications Secretary, University Campus, Ayr (01292 886215).

RECREATIONAL FACILITIES

Paisley Campus

Sports facilities comprising multi-gym, tennis, squash and floodlit turf football facilities are available at Thornly Park, Paisley. Facilities are constantly being updated in line with campus growth and student needs.

University Campus, Ayr

This campus boasts a relatively new and well-utilised Students' Union. Some sports facilities are available on site.

THE SURROUNDING AREA

Paisley Campus

The campus is situated in the centre of Paisley with direct rail links from Glasgow and the southwest. The M8 motorway which links to the M74, A77/M77 and M80, offers easy access to Paisley from the rest of Scotland and the South, plus a fast, direct route to the centre of Glasgow. Air links are also close by at Glasgow International Airport, on the outskirts of Paisley and Prestwick International Airport just an hour from Paisley.

University Campus, Ayr

The campus is set in 20 acres of parkland, situated just a five minute walk from the centre of Ayr on Scotland's West coast. Ayr is a holiday area with excellent local leisure facilities including water sports, hill walking, cruising on the Clyde and golf as well as cinemas, theatres and discotheques. Links to the major centres of Paisley and Glasgow are via 40 minute (approximately) bus or rail journey. Prestwick International Airport is just a few miles from the campus in Ayr and Glasgow International Airport is on the outskirts of Paisley.

School of Nursing and Midwifery
Faculty of Health and Social Care
Garthdee Campus
Garthdee Road
ABERDEEN AB10 7QG

Tel: 01224 262148
Fax: 01224 262147
Email: j.hart@rgu.ac.uk
Website: www.rgu.ac.uk

Contact - Student Admissions

CODE - 3567

SCHOOL OF NURSING AND MIDWIFERY

The vision for the School is:

"To be internationally recognised for excellence in Nurse and Midwifery education, research and consultancy."

The Mission is:

"To inspire students to develop into professional creative leaders of Nursing and Midwifery."

The School of Nursing and Midwifery provides a comprehensive range of Nursing and Midwifery education at both undergraduate and postgraduate levels throughout the North East of Scotland. The educational portfolio of the School also provides educational and professional opportunities to nurses and midwives in other parts of the United Kingdom and is increasingly building upon its established activities internationally.

The learning resource base includes a Clinical Skills Laboratory that is equipped to give students of nursing and midwifery experience in situations that simulate the clinical environment. This offers the opportunity for supervised practice where clinical skills can be developed in a safe environment. Library facilities offer excellent and comprehensive ranges of reading and reference materials.

The Faculty of Health and Social Care on the Garthdee Campus, on the south side on the city provides staff and students with a high standard of facilities in a 6 - storey building opened in Autumn 2002. Students have access to IT laboratories, clinical skills areas and a library that provides a wide range of books and learning materials. There are additional satellite facilities in Banff, Orkney and Shetland.

DIPLOMA/DEGREE COURSES AVAILABLE

NURSING

3 YEAR COURSES

The pre-registration portfolio will enable students to exit with a

- Diploma of Higher Education Nursing OR
- Bachelor of Nursing (BN)

and Registration on the NMC Professional Register as detailed below.

All students undertake the same initial 2 years of the course of their choice. Following successful completion of these 2 years students will follow a 3rd year that either leads to the academic award of Diploma of Higher Education Nursing or Bachelor of Nursing. Criteria for selection of each route are available at course commencement but are principally dependent on success in the initial parts of the course.

Courses are offered which lead to Registration on the NMC Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Children

Courses commence twice per year currently in March and September.

FLEXIBLE/PART TIME OPTION

The above courses are also available as a flexible route option. Students can take 4.5 years to complete a Diploma of Higher Education Nursing programme or up to 6 years to complete a Bachelor or Nursing programme.

Courses commence once per year in March.

All candidates must select, and will be considered for, a particular Branch Programme at the time of application to the University.

CONVERSION COURSES

Students who wish to obtain qualification in a different area of practice will be considered for either the academic award of Diploma of Higher Education Nursing or Bachelor or Nursing depending on the same criteria for academic success as detailed above. Students who already have achieved a Diploma of Higher Education Nursing will be expected to study for a degree.

Conversion Courses are available to enable registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Children

The length of the course is dependent of the experience individuals have had in their previous nursing course. Candidates should note that there is an APEL system to allow for credit to be given for previous learning/experience. The amount of credit will affect the length of individual conversion courses.

Advice can be sought from the School via the identified address/telephone numbers. Applicants are advised to do this and establish eligibility to undertake a conversion course.

MIDWIFERY

3 YEAR COURSE

The pre-registration portfolio will enable students to exit with a

- Diploma of Higher Education Midwifery OR
- Bachelor of Midwifery (BM)

and Registration on the NMC Professional Register as a Registered Midwife

All students undertake the same initial 2 years of the course. Following successful completion of these 2 years students will follow a 3rd year that either leads to the academic award of Diploma of Higher Education Midwifery or Bachelor of Midwifery. Criteria for selection of each route are available at course commencement but are principally dependent on success in the initial parts of the course.

The course commences twice a year currently in March and September.

FLEXIBLE/PART TIME ROUTE

Students who wish to consider a flexible route can access a programme, which is designed to be "child friendly". Students will receive most of the school holidays as annual leave resulting in an extended programme of approximately one semester (15 weeks). Courses commence once per year in September.

MINIMUM UNIVERSITY ENTRANCE REQUIREMENTS

DIPLOMA OF HIGHER EDUCATION NURSING/BACHELOR OF NURSING - 3 year course

Candidates must meet the minimum entry requirements of 5 Standard Grade qualifications at Grade 1, 2 or 3 or their equivalent. Within these qualifications one of the subjects **must** be English or the equivalent. Additional academic qualifications are desirable.

For those candidates who do not meet the minimum requirements, there is an alternative opportunity to meet the educational entry criteria via a recognised Access Route.

All candidates are considered on an individual basis and informal enquiries are welcome.

DIPLOMA OF HIGHER EDUCATION NURSING/BN - CONVERSION COURSES

All applicants must be first level nurses registered with an **active** registration on an appropriate part of the Professional Register.

DIPLOMA OF HIGHER EDUCATION MIDWIFERY/BM - 3 year course

Candidates must meet the entry requirements of 2 Highers at A, B or C and 5 Standard Grade qualifications at Grade 1, 2 or 3 or their equivalent. Within these qualifications subjects **must** include English (or the equivalent) and a Science subject (Biology, Chemistry or Physics).

For those candidates who do not meet these requirements, there is the alternative opportunity to meet the educational entry criteria via a recognised Access Route.

All candidates are considered on an individual basis and informal enquiries are welcome-

AGE LIMITS

All courses have: Minimum - 17 years on day of commencement of a pre-registration course.
 Maximum - None specified - applicants considered on an individual basis.

HEALTH REQUIREMENTS

Candidates are required to satisfy the Occupational Health Service of their fitness to undertake nurse or midwifery education. The criteria equate to that of nurses employed within the local NHS Hospitals. Students will also be required to supply confirmation of an acceptable immune status for certain diseases or undertake tests and vaccinations to reach the minimum criteria.

SELECTION OF CANDIDATES

The University will seek additional references or information in order to assess completed application forms. Potential students will be invited for interview and health screening. Normally the interview is held in Aberdeen, but it can be arranged in Orkney or Shetland for those applicants who are resident on the islands

Those candidates reaching the interview stage will be presented with further information about the course to enable them to reach a final decision before accepting any potential offer

DIPLOMA OF HIGHER EDUCATION NURSING/BN

COURSE PHILOSOPHY

The course is student centred and designed to stimulate the students' curiosity within an appropriate learning climate and environment. Opportunities are offered to all students that will allow them to expand their knowledge, skills and attitudes with specific relevance to nursing. Emphasis is placed on motivating the student to achieve the goal of becoming a competent professional practitioner who is keenly aware of the need for continuing education and development throughout their professional career.

COURSE STRUCTURE

A 3-year modularised course with

- Year 1 concentrates on broad base subjects and theory modules that support an understanding of nursing theory and practice. 50% of the course is given to theory and 50% clinical practice within students' choice of Branch.
- Year 2 students concentrate on the selected Branch of choice but there are some shared modules across all Branches. Again there is a 50% split between theory and practice.
- Year 3 streams students into Diploma level or Degree level course while retaining shared teaching and clinical practice across both programmes. Degree level students require to undertake additional theory modules to attain the academic credit for their award For all students this year contains a large continuous element of clinical practice.

Throughout the course each module is summatively assessed and students are required to achieve an acceptable standard in each module (i.e. all theory and all practice modules must be passed). The number of attempts is in line with University Academic Regulations

CLINICAL PRACTICE PLACEMENTS

Students will have clinical placements in a variety of settings throughout Aberdeen, Aberdeenshire, Moray, Orkney and Shetland.

Placements will include National Health Service (NHS) Hospitals, including Community Hospitals and Health Centres as well as Non - NHS facilities, such as nursing homes, children's nurseries and voluntary agencies.

This range of settings offering learning opportunities to students maximises the variety of experiences students undertake with different client groups and age ranges to support the overall education process. Students are afforded the opportunity to be considered for a short clinical experience abroad. Places for this opportunity are restricted.

CRITERIA FOR SUCCESSFUL PROGRESSION THROUGH THE COURSE

Students will require to demonstrate that they have acquired the necessary knowledge, skills and attitudes to meet the stated learning outcomes and competencies for the course. The assessment of academic knowledge will be by a variety of written methods. The assessment of clinical skills will be based on identified clinical competencies and will be assessed by clinical practitioners. Alongside these assessment procedures, there are additional professional criteria that must be fulfilled to ensure successful progression through the course.

DIPLOMA OF HIGHER EDUCATION MIDWIFERY/BM

COURSE PHILOSOPHY

The course is student centred and designed to stimulate the students' curiosity within an appropriate learning climate and environment. Opportunities are offered to all students that will allow them to expand their knowledge, skills and attitudes with specific relevance to midwifery. Emphasis is placed on motivating the student to achieve the goal of becoming a competent professional practitioner who is keenly aware of the need for continuing education and development throughout their professional career.

COURSE STRUCTURE

A 3-year modularised course with

- Year 1 concentrates on broad base subjects and theory modules that support an understanding of midwifery theory and practice. 50% of the course is given to theory and 50% clinical practice within midwifery relevant areas.
- Year 2 students concentrate on midwifery theory but there are some shared modules across other programmes. Again there is a 50% split between theory and practice.
- Year 3 streams students into Diploma level or Degree level course while retaining shared teaching and clinical practice across both programmes. Degree level students require to undertake additional theory modules to attain the academic credit for their award.

Throughout the course each module is summatively assessed and students are required to achieve an acceptable standard in each module (i.e. all theory and all practice modules must be passed). The number of attempts is in line with University Academic Regulations

CLINICAL PRACTICE PLACEMENTS

During the course clinical placements will be in Aberdeen Maternity Hospital and Aberdeen City and in hospitals and community elsewhere in the Grampian, Orkney and Shetland Health Board areas.

CRITERIA FOR SUCCESSFUL PROGRESSION THROUGH THE COURSE

Students will require to demonstrate that they have acquired the necessary knowledge, skills and attitudes to meet the stated learning outcomes and competencies for the course. The assessment of academic knowledge will be by a variety of methods. The assessment of clinical skills will be based on identified clinical competencies and will be assessed by clinical practitioners. Alongside these assessment procedures, there are additional professional criteria that must be fulfilled to ensure successful progression through the course.

RESIDENTIAL ACCOMMODATION

Due to the broad geographical spread of Grampian, Orkney and Shetland, the organisation of residential accommodation is complex. The following details are intended as broad guidelines.

STUDENTS UNDERTAKING THE THREE YEAR DIPLOMA/DEGREE COURSE

NHS residential accommodation may be available during the early part of the course for students who live out with travelling distance of Aberdeen. For some students this may mean that they will be able to apply for accommodation during periods of clinical experience - but not whilst at the University. For September intake students a limited number of places may be available through the RGU Accommodation service.

It is not expected that accommodation will be available during the Branch Programme.

GENERAL INFORMATION

NHS accommodation may be available in some parts of Moray, Aberdeenshire, Orkney and Shetland while on clinical placement.

RECREATIONAL FACILITIES

The areas that the University serves offer a wide range of facilities and opportunities to continue existing interests and develop new ones. In Aberdeen the Department of Development and Tourism list over 330 clubs and associations. RGU has invested over £10 million in a state of the art sport centre opening early in 2005. The centre will feature a 25m swimming pool, two gyms, climbing wall and exercise and sport studio.

ABERDEEN

All University sites are based within an area of Aberdeen city well served by public transport. The University has active sport and leisure facilities comprising of at least 30 Clubs and Societies ranging from Fencing to Tae Kwan Do. The city centre, with excellent shopping, recreational and educational facilities is nearby and there is easy access to the surrounding rural areas, such as Deeside, which offer unique countryside attractions both for sightseeing and leisure activities.

Aberdeen enjoys a good bus service and has a centrally situated railway station and harbour. In addition, the city is well served with an airport at Dyce (approximately 6 miles from the city centre), at which national and international flights are regularly scheduled. Aberdeen is a historic city and combines a long tradition of excellent nursing and midwifery services with a far seeing and outward looking approach to health promotion, nursing and midwifery care and research.

The University of Stirling Department of Nursing and Midwifery offers courses at three campuses - Stirling, Highland and Western Isles.

The courses have been designed so that they are compatible across all three campus sites and can lead to the award of either a BSc or a Diploma in Higher Education (Nursing or Midwifery). Further details of the course content can be found in the Course Structure section.

The Department of Nursing and Midwifery within the University of Stirling is recognized as a centre of excellence in both pre and post registration nurse education and research.

CODE - 2641

STIRLING CAMPUS

Stirling University
STIRLING
FK9 4LA

Tel: 01786 466680
Fax: 01786 466800

HIGHLAND CAMPUS

Old Perth Road
INVERNESS
IV2 3FG

Tel: 01463 704315
Fax: 01463 713471

WESTERN ISLES CAMPUS

MacAulay Road
Stornoway
ISLE OF LEWIS HS1 2AF

Tel: 01851 708243
Fax: 01851 706070

Contact: Applications for all campuses are centrally administered at the Stirling campus so any queries should be made to the Admissions Office on 01786 466680

Website: www.stir.ac.uk

PROGRAMMES AVAILABLE

PRE-REGISTRATION PROGRAMMES

BSc/Diploma programmes are offered at all three campuses, leading to the award of the BSc/Diploma in Higher Education (Nursing) and registration on the Professional Register as:

Registered Nurse - Adult
or
Registered Nurse - Mental Health
or
Registered Nurse - Learning Disability

Further, a degree/diploma programme is offered at Stirling Campus, leading to the award of the BSc/Diploma in Higher Education (Midwifery) and registration on the Professional Register as:

Registered Midwife

These programmes each involve three years full-time study.

Students admitted to study the Adult Branch at Western Isles Campus will undertake teaching in the Western Isles. One practice placement will be undertaken in the Inverness area and all other practice placements will be in the Western Isles. Students admitted to study Mental Health and Learning Disability Branches undertake their first year at Western Isles with placements both in the Western Isles and the Highlands.

CONVERSION PROGRAMME

Candidates who are already registered and who wish to obtain qualification in a different area of practice can undertake the following programmes. Candidates can undertake the 2 year Branch Programme or a shortened programme may be available following Accreditation of Prior Learning, subject to University of Stirling scrutiny and agreement.

Registered Nurse - Adult Nursing or Registered Nurse - Mental Health or Registered Nurse - Learning Disability	Stirling/Highland Stirling/Highland Stirling/Highland
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PRE-REGISTRATION MIDWIFERY PROGRAMME (SHORTENED)

A shortened programme is offered for those candidates, already registered adult nurses, leading to the award of the BSc/Diploma in Higher Education in Midwifery and registration on the Professional Register as:

Registered Midwife	Highland Campus only
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This is an 18-month full-time programme.

COMMENCEMENT DATES

BSc/DIPLOMA PROGRAMMES

There is one intake per year for each Course / Programme, beginning in early September.

CONVERSION COURSE

There is one intake per year for each programme, in early September, although this is subject to the availability of placements.

PRE-REGISTRATION MIDWIFERY PROGRAMME (SHORTENED)

There is one intake per year, in early September.

MINIMUM ENTRANCE REQUIREMENTS

PRE-REGISTRATION PROGRAMMES

Applicants to the University of Stirling for three year Nursing /Midwifery Degree / Diploma Programmes must have a subject pass in 5 Standard Grades, 'O' Grades or GCSEs, one of which must be English. In addition, applicants for the three-year Midwifery programme must have a pass in a Science subject. Further, preference will also be given to those who hold a numeracy qualification.

Entry to all these Programmes, and especially Midwifery, is competitive and consequently, it is advisable to present with more than the minimum qualifications.

There are additional qualifications which may be accepted as equivalent to the above and if you wish clarification on these you should contact the University's Admissions Office.

The University does consider additional criteria over and above academic qualifications. Care experience - voluntary paid or family - is necessary together with communication and team skills/life experience. Demonstration of, knowledge of and interest in the career of Nursing and Midwifery and the branch applied for is also required.

N.B. that a pass in the NMC DC test is not an acceptable entry gate to the University of Stirling.

CONVERSION/SHORTENED PROGRAMMES

Applicants for the conversion courses must be Registered Nurses on the appropriate part of the Professional Register.

Applicants for the 18-month shortened Midwifery Programme must be Registered Nurses - Adult on the Professional Register.

ACCESS TO NURSING / MIDWIFERY PROGRAMMES (SWAP)

Mature applicants (21 years or over) may be accepted via an Access to Nursing/Midwifery Programme on successful completion of the appropriate SQA Modules. Further information on suitable Access Courses may be obtained from local Further/Higher Education Colleges or the University's Admissions Office.

AGE LIMITS

Applicants must be a minimum of 17 years of age on the date of commencement of the Programme. There is no upper age limit and applications from mature people are welcomed.

DISABILITY/HEALTH INFORMATION

All candidates must be in good health and will be required to undergo health screening prior to acceptance.

The Department welcomes applicants with disabilities/special needs, including Dyslexia or associated communication/perceptual problems. However, they should be aware that in some instances the nature and degree of these problems may result in them being unable to practise successfully as a nurse or midwife upon graduation.

DISCLOSURE SCOTLAND

All applicants are subject to a Criminal Records check. There is no charge to the applicant for this. Previous criminal convictions need not exclude the applicant from applying, but all convictions must be declared and some offences may result in a non-successful application. Advice can be sought from the Admissions Department.

SELECTION OF CANDIDATES

Applicants are advised to send their completed forms to CATCH by the 15 January although the University may look at forms after this date. Entry to the three year Midwifery Programme at Stirling, however, is particularly competitive and it is unlikely that applicants to this programme who apply after 15th January will be accepted. Adult Branch, too, is competitive for all Campuses and early application is advised.

All suitable candidates are invited for a compulsory individual interview. These are on an informal basis and will last about 20 minutes. There will be two members on the interview panel. Further, two references will also have to be supplied.

All applicants will be invited to an Applicant Day, which, whilst not compulsory, is strongly recommended. It is on this day that you are able to find out more about the Programme; ask any questions you have about the programmes; have the opportunity to talk with staff and current students. If applying to Stirling Campus there will also be a chance to see the facilities of the University and tour the Campus including the student accommodation.

COURSE STRUCTURES

BSc/DIPLOMA IN HIGHER EDUCATION (NURSING)

These programmes take three years to complete. Each year consists of three fifteen-week semesters, incorporating academic study and supervised practice in a range of clinical settings. Assessment of academic work and of clinical practice occurs throughout the programme.

Common Foundation Programme (CFP) – the first year of the Nursing Programme is made up of semester units in Nursing Studies, Human and Life Sciences and Health Studies. Some theory content is shared with students on the Midwifery Programme, emphasising that a central aim of CFP is to provide a broadly based introduction to the more specialist areas of Nursing. Semester 1 is theory-based and on campus with some skills teaching in preparation for Semesters 2 and 3. These semesters are mostly supervised practice in a variety of clinical settings

Branch Programmes – At the beginning of year 2, students progress to the Branch Programme i.e. Adult, Mental Health or Learning Disability. Semesters alternate between academic study and supervised clinical practice, with an emphasis upon the development of evidence based practice which is informed by an understanding of professional ethics. Towards the end of year 3, students undertake a period of rostered service, which provides the opportunity for more independent practice, in preparation for registration and employment.

The curriculum of both CFP and the Branch Programmes draws from a wide range of subjects such as biological sciences, sociology, social policy, psychology and ethics. These are taught and assessed for their relevance to Nursing practice and the role of the Nurse. In addition to learning the technical skills required of a Nurse, students study and practice communication skills, enabling them to work sensitively with their patient / client group, with colleagues, and with professionals from other disciplines.

Students entering these programmes will be admitted to the Diploma but will have the opportunity in year 3 to complete an extra study unit to gain the qualification of BSc. as well as their professional registration.

BSc/DIPLOMA IN HIGHER EDUCATION (MIDWIFERY)

This three-year programme consists of nine fifteen-week semesters. Some theory during the first year is shared with Nursing students. Semesters during years 2 and 3 involve both academic study and supervised practice, the latter taking place in both hospital and community settings.

Students study a range of subjects relevant to Midwifery practice and the role of the Midwife, including Biological Sciences, Sociology, Social Policy, Psychology and Ethics. The role of the Midwife is explored, in the care of childbearing women in whom problems/complications are not expected, as well as women whose health is affected prior to, or during the childbearing process. Attention is paid to the role of the Midwife as teacher - in health education and in preventative health in respect of childbearing women and their babies. Towards the end of year 3, students undertake a period of rostered service which provides the opportunity for more independent practice in preparation for registration and employment.

Academic learning and assessment is focused on relevance to Midwifery practice and the role of the Midwife. Teaching of communication skills form an essential part of the programme, for Midwives have to work sensitively with women, their partners and their babies, as well as with other Midwives and professionals from medicine and allied disciplines. There is a particular emphasis on the development of research-based practice that will lead to effective Midwifery care.

Students entering this programme will be admitted to the Diploma but will have the opportunity in year 3 to complete an extra study unit to gain the qualification of BSc. as well as their professional registration.

BSc/DIPLOMA IN HIGHER EDUCATION IN MIDWIFERY (SHORTENED PROGRAMME)(AT HIGHLAND CAMPUS)

This 18 month programme is available only to Registered Nurses - Adult, already on the Professional Register. It is a full time programme incorporating academic study (20 weeks) and supervised practice (48 weeks) in Normal Midwifery, Abnormal Midwifery and Care of the Newborn. Practice placements are in hospital and community settings. The programme is available only at Highland Campus in Inverness.

Candidates will have the opportunity to complete with either a Diploma in Higher Education or by studying an extra unit a degree along with their professional registration as a Midwife.

PRACTICE PLACEMENTS

During all of these Programmes, students undertake practice placements in hospitals, the community and the private sector throughout the area to which they have been admitted. It is possible for students to gain different experience by completing placements in a different geographical area (such as Stirling students taking a rural community placement in Highland, or Western Isles students taking an urban placement in Stirling). Placements in another campus area are optional rather than compulsory, and cannot be guaranteed.

Please note that students on the Highland Campus cannot be guaranteed placements in Inverness.

CRITERIA FOR SUCCESSFUL COMPLETION OF THE PROGRAMME

Successful completion of the programme depends on:

- completion of the required hours of theory and practice as determined by the NMC
- successful completion of the theoretical component of the programme
- satisfactory performance during practice placements
- demonstration of good character and professional conduct throughout the programme

The BSc/Dip. HE is expressed in terms of accumulation of credit according to the Scottish Credit and Qualifications Framework (SCQF) and totals 352 credits. In the context of the University, this means the attainment of 16 semester unit credits. Students, who decide not to undertake the Degree Unit during their Year 3 Programme, can, should they wish, progress to a degree, on a full or part time basis after completion of the Diploma Programme and registration.

THE CAMPUSES

The Stirling campus is on the University campus, two miles from the city of Stirling, and is set on a 350-acre site. The Highland campus is in Inverness, on the Raigmore Hospital site, not far from the town centre. Western Isles Campus is located within the Western Isles Hospital in Stornoway, on the Isle of Lewis. Stornoway is the main centre of population within the Western Isles.

As members of the University, students from all campuses have access to cultural and sports facilities at the Stirling campus and may join the Stirling University Students Association (SUSA) which provides a range of welfare, advisory and recreational services. Although students at Highland and Western Isles, in particular, may not be able to make use of all that is available to students on the Stirling campus, occasional use may be possible, for example if a placement were undertaken in the Stirling area.

THE UNIVERSITY, THE DEPARTMENT AND THEIR PHILOSOPHY

The University of Stirling has a commitment to high standards of professional education and offers established programmes in Social Work and in Education. One of the key aims of the University is to undertake quality teaching and research at the highest level. In the context of the professional education this is demonstrated in the involvement of staff and students in the development of effective practice built upon a sound knowledge base.

The philosophy of the Department of Nursing and Midwifery is directed towards enabling the student to undertake the role of a knowledgeable and professional practitioner. It is recognised that this role is both complex and challenging, and requires a high level of skill. An essential part of the programmes is to equip students to work in a constantly changing employment world and to be confident and competent practitioners.

The concept of student-centred learning is fundamental. The programmes offered by the Department incorporate innovative teaching methods and experience-based learning, which develop the skills, knowledge and attitudes required of a professional nurse or midwife.

The University has excellent teaching facilities including audio-visual resources and computer assisted learning programmes. Students have access to comprehensive library facilities at each of the Department Campuses, and also to the main University library on the Stirling Campus. A video link has been established between all campuses, allowing some teaching and discussion groups which bring together staff and students from the different campuses.

RESIDENTIAL ACCOMMODATION

The University has its own student residences in Stirling, and the first year students applying for these residences are guaranteed a place if applied for by a certain date. Information about residencies will be given in detail to successful candidates.

Residential accommodation close to the Highland and Western Isles campus sites, and to placement areas, may be available via the local NHS Trusts, and should be arranged on an individual basis.

GUIDANCE NOTES FOR COMPLETING THE APPLICATION FORM

These notes aim to help you complete the application form. **As decisions are based on your form it is crucial that any statements you make are accurate. A Higher Education Institution can withdraw or amend an offer based on false information.**

Please take care to read the notes and the CATCH Guide before putting pen to paper. If you supply any additional information and have to add extra pages please include your full name and form number on each additional page. The additional pages should be A4 size.

Please print clearly in black ink to enable the form to be photocopied. Please do not staple the form.

1 PERSONAL DETAILS

TITLE

Please tick the box - Mr/Mrs/Miss/Ms - as appropriate or enter any other title in the box provided.

SURNAME/FORNAMES

Please state all names as they appear on official documentation (eg birth certificate or passport).

PREVIOUS NAME

If you have changed your name by marriage or otherwise please state your previous name.

PERMANENT ADDRESS

State here your permanent address. This address will be used by CATCH and the institutions if you have no correspondence address. Please inform CATCH immediately of any change. If your address is outside the UK remember to include the country.

CORRESPONDENCE ADDRESS

Please complete this section if this is different from your permanent address, otherwise leave blank. Please inform CATCH immediately of any change. If the address is outside the UK remember to include the country.

INFORMATION FOR PROSPECTIVE STUDENTS FROM OVERSEAS

As required by the HEIs CATCH is currently processing applications for courses in nursing and midwifery **only** from persons who are residents of a country within the European Union* and for citizens of the United Kingdom who are **temporarily** resident outwith the European Union.

If you are a prospective student from overseas CATCH will require a copy of the following documents:

- a copy of your passport with UK or other EU entry stamp and visa (i.e. the pages that include your full name and date of birth **and** the pages including the entry/visa stamp **and** official English translations where necessary) or
- identification card or residence permit if resident in EU country outwith UK (include official English translations where necessary)

It is your personal responsibility to find out if and how the United Kingdom immigration rules affect you. It is also your responsibility to be aware of changes to these rules. It is not the responsibility of CATCH or Higher Education Institutions to keep you informed. For further advice please contact:

The Home Office
Immigration and Nationality Directorate
Lunar House
40 Wellesley Road
Croydon CR9 2BY

*Note : The following countries comprise the European Union - Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and United Kingdom. The countries of the European Free Trades Association are Iceland, Liechtenstein, Norway and Switzerland.

POSTAL CODE

Give the postal codes for all addresses to ensure prompt delivery of all correspondence.

TELEPHONE NUMBERS

For your permanent and your correspondence addresses (if appropriate) include the Standard (STD) Dialling Code. If you have a work number and wish to be contacted there, please give that number and any extension.

2 OTHER DETAILS

SEX

Tick the appropriate box.

DATE OF BIRTH

Enter day/month/year in the boxes provided (eg 04 11 73).

NATIONALITY AND COUNTRY OF BIRTH

Give your nationality as stated on your birth certificate and country of birth. This information is used for statistical purposes only, and it is not used for selection. The Higher Education Institutions operate an equal opportunities policy and applicants are requested to provide this information for monitoring application and admission rates.

DATE OF FIRST ENTRY TO LIVE IN THE UK

If you were born outside the UK or have lived outside the UK for more than 3 years but now live in the UK, please give the date when you began living here permanently.

NATIONAL INSURANCE NUMBER

If you are resident in the United Kingdom, please give your National Insurance Number. Enter the numbers and symbols in the boxes provided eg NJ110009X. Should you be unable to give this information, you should write to your nearest Department of Social Security office, giving your full name, date of birth and proof of your identity. Staff there will then provide you with your number.

DISABILITY OR SPECIAL NEEDS

Higher Education Institutions welcome students with disabilities, and will try to meet your needs wherever they can. The information you give on the application form will help them to do this. This information will also be used to monitor progress in equal opportunities in higher education.

If you have a disability, special needs (including dyslexia) or a medical condition, please select the appropriate code from the list below and enter it in the box on the form. If you do not have a disability, special needs or a medical condition, use code 0.

If more than one applies to you, please use code 8. If you have no needs arising from your disability, special need or medical condition, for example, you are short-sighted but your sight is corrected by glasses, you should also use code 0. If you are colour blind, this may be important for some courses use code 9.

If you have a disability or special need, use Section 6 of the form to say what your disability is and to say clearly what support or facilities you need.

Disability, special needs or medical condition codes	
0	None
1	You have dyslexia
2	You are blind or partially sighted
3	You are deaf or hard of hearing
4	You use a wheelchair or have mobility difficulties
5	You need personal care or assistance
6	You have mental health difficulties
7	You have a disability that cannot be seen, for example, diabetes, epilepsy or a heart condition
8	You have two or more of the above
9	You have a disability, special need or medical condition that is not listed above

NEXT OF KIN

Please give the name, address and relationship of your next of kin.

3 SCOTTISH WIDER ACCESS PROGRAMME (SWAP)

If you have begun a SWAP course please tick the appropriate box and insert the institution's name.

4 CHOICE OF HIGHER EDUCATION INSTITUTION AND COURSE

CHOICE OF HIGHER EDUCATION INSTITUTION

Applicants are allowed to select up to a total of four institution choices in order of preference. You do not have to select four choices. It is more important that you only select institutions which you would seriously consider should you be offered an interview. It may not be possible to change these choices once processing has commenced.

You should indicate your institution of choice by inserting your preference number in the box provided. See the example below. For the institutions that provide education in more than one campus you may choose only one of the campuses (eg if one of your choices is the University of Paisley you must indicate a preference for Paisley/RAH Campus or Ayr Campus, you cannot choose both). The exception is the University of Stirling where you may choose one or both of the campuses at this institution. If you choose both this will count as two of your four choices.

(sample matrix)

TYPE OF COURSE

The Higher Education Institutions offer a variety of courses. Please select the course type by ticking the appropriate box. You may choose only one course. It is important that you make the correct course choice before you submit your form. It may not be possible to change this choice once processing has commenced. The example below indicates a choice of course - Mental Health branch, diploma/degree level.

Please indicate here if you would be interested in a part-time or flexible course if that option was available at your chosen HEI(s).

(Note - For students from overseas employment in the UK cannot be guaranteed at the end of a course and current UK Immigration rules may require student nurses to leave the country on completion of studies. You must ensure that the nursing or midwifery course you choose will be acceptable in your own country before application.)

(sample of matrix)

5 DEGREE PROGRAMMES

Please tick the appropriate box to indicate whether or not you intend to apply for a degree programme through the Universities and Colleges Admissions Service (UCAS).

Please indicate if anyone in your family has a Higher Education qualification.

This information will be used by CATCH and the HEIs for monitoring and statistical purposes only.

6 FURTHER INFORMATION/STATEMENT IN SUPPORT

This section is an important part of the form and any information you can give may help the Higher Education Institution to consider your application favourably. Many applicants have qualities and experiences which could be invaluable in a caring profession and you are invited and encouraged to give a brief description of practical experience or skills as they relate to your application. Include any voluntary or community experience gained in your work, studies or leisure activities.

INTERVIEWS

If there is a particular time when you would not be available for interview, eg when on holiday, you should note the date(s) at the bottom of this section.

7 EDUCATION

PRIMARY AND SECONDARY EDUCATION

Please tick the appropriate box and give details of schools attended. Give names and addresses along with your entry and leaving dates.

FURTHER EDUCATION

Please include details of any further education you have undertaken giving the names and addresses along with entry and leaving dates.

8 KNOWN EXAMINATION RESULTS

It is important that you accurately list your examination results. Before you are accepted on a course the Higher Education Institution will ask you to produce your original educational certificates.

In this section you should list all the subjects in which you have taken examinations. Please detail examination titles as they appear on your certificates including those which are not passes. Group together the same level of qualification (eg all Higher grades together). Please include a **photocopy** of all your educational certificates with your application form (provisional results certificates are not accepted). CATCH may request authentication of certificates from the Awarding Body.

AWARDING BODY

Please use the following abbreviations:

Scottish Qualifications Authority (SCE, CSYS)	- SQA
Scottish Examination Board (SCE & CSYS)	- SEB
Examining Boards offering the General Certificate of Education (eg AEB, JMB)	- GCE
Regional Examining Boards offering the Certificate of Secondary Education (eg WMEB, NWREB etc)	- CSE
Examination Boards offering the General Certificate of Secondary Education (eg LEAG, SEG etc)	- GCSE
Council for National Academic Awards	- CNAA
University Award (UK)	- UNI

Any other awarding bodies not on this list should be written in full.

REFERENCE NUMBER

Please include the reference numbers as they appear on your certificate (if appropriate).

TYPES OF QUALIFICATION

Please use the following abbreviations:

Scottish Education Qualifications, Scottish Certificate of Education (SCE)

Standard Grade	- SG
Ordinary Grade	- OG
Intermediate 2	- HD
Compensatory 'O' Grade	- CO
Higher Grade	- HG
Advanced Higher	- AH
Certificate of Sixth Form Studies	- SY

England, Wales and Northern Ireland Educational Qualifications

General Certificate Secondary Education	- GCE
Certificate of Secondary Education	- CS
GCE Ordinary level	- OL
GCE Alternative Ordinary level	- AO
GCE Advanced Supplementary level	- AS
GCE Advanced level	- AL

UK Higher Educational Awards

Diploma/Certificate	- HN
Degree	- DEG

If you hold qualifications not listed above, please give full details.

SUBJECT

Remember to write the titles of the subjects exactly as they appear on your certificates.

YEAR AWARDED

Enter the year in which the award was gained.

RESULTS

This last column is for the examination results. Please enter the appropriate grades, bands or marks.

STUDENT REGISTRATION NUMBER FOR VOCATIONAL QUALIFICATIONS OR SCOTTISH CANDIDATE NUMBER

If you have completed or are completing a vocational qualification such as a BTEC diploma or certificate, a SQA/SCOTVEC/GSVQ qualification or a GNVQ qualification with BTEC, RSA or City and Guilds, enter the appropriate Student Registration Number or Scottish Candidate Number in the box provided. Ask your school/college if you do not know your number.

9 EXAMINATIONS OR RESULTS PENDING
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If you are taking further examinations, please supply full details. If you do not intend to take further examinations, please state 'NONE'.

10 DETAILS OF EMPLOYMENT

EMPLOYMENT HISTORY

It is essential that you provide full details of past and present employment (if any), giving the name and address of employer(s), position held, whether the post was full-time or part-time and dates of employment. You must state any employment within the NHS on the form along with position held, grade and dates. Please also give details about any gap periods in employment

In order to improve accessibility to higher education for those whose families have not traditionally undertaken higher education the HEIs collect information about the occupation of family members. Such policies are seen as an important means to encourage social equality of opportunity. If you are under 21, please write the occupation of your parent, step-parent or guardian who earns the most in the space provided (if he or she is retired or unemployed, please give their most recent occupation).

11 NURSING OR MIDWIFERY EDUCATION HISTORY

Complete this section if you have ever begun a nursing or midwifery course. If you did not complete the course enter 'NONE' in the qualifications gained box.

NMC PERSONAL IDENTIFICATION NUMBER (PIN)

All NMC registered nurses or midwives are requested to quote their NMC PIN. Enter the numbers and symbols in the boxes provided. If you have never commenced a nursing course and therefore do not have a PIN please leave the spaces blank.

12 CRIMINAL RECORD DECLARATION

This section of the form is very important for patient safety.

Before you tick the boxes please make sure you have studied and understood the following information:

(Please note that at the time of preparing this Guide changes were being made to the arrangements for criminal records checks in the UK. Further information about these changes will be given to you by the HEI which offers you a course place.)

Because of the nature of the course and clinical experience for which you are applying you must give permission in writing for a CRO check to be carried out and/or provide a Disclosures Certificate. Checks will also be carried out for periods spent outwith the UK. If you do not give permission for this check, the institution may not consider your application. The Higher Education Institution considering your form will advise you about the procedure for these checks and providing the Disclosure Certificate.

Applicants are not entitled to withhold information about convictions which for other purposes are "spent" under the provision of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

CRO checks do not form part of any interview shortlist procedure. A check with a CRO or request for a Disclosure Certificate will be made after an applicant has been selected but before an offer of a course place has been made.

Please note that a CRO report or Disclosures Certificate will show **ALL** convictions, including any spent convictions. It is important that if you do have any convictions that you give very brief details with the date of the conviction, bound over order or caution in the allocated space. This will not necessarily affect your application adversely but failure to do so could result in your application being withdrawn.

You may be asked by the Higher Education Institution considering your application to provide additional details. Any information given will be treated in confidence.

Where a conviction is entered in the records of a CRO during pre-registration training it could result in a student nurse or midwife being withdrawn from a course if the disciplinary code of the Higher Education Institution so dictates.

(Reference:

Scottish Home and Health Department Circular "Protection of Children" 1989 (GEN) 22)

13 HEALTH DECLARATION

Please tick the appropriate box and if your answer is Yes give brief details. Any information given will not necessarily affect your application adversely but failure to do so could result in your application being withdrawn. Please note that each Higher Education Institution may also require you to complete a detailed questionnaire for their Occupational Health Department.

Please also indicate in this Section if you have any disabilities or special needs (eg dyslexia, colour vision, diabetes, epilepsy, asthma or other). Providing this information will not necessarily affect your application adversely but failure to do so could result in your application being withdrawn.

14 SECOND REFERENCE

The Higher Education Institutions always requires one reference and the procedure for this is explained in Section 16 below. Occasionally an institution asks for a second reference. Please give the details of a second referee in this Section. The referee should be an academic referee and/or a current employer and different from the one nominated in Section 16 and should NOT be a relative or personal friend.

15 APPLICANT'S SIGNATURE AND DECLARATION

By signing this form you are saying that the information you have provided is accurate and complete and that you agree to abide by the rules of CATCH. Any offer of a place is made on the understanding that, in accepting it, you agree to abide by the rules and regulations of the institution.

In pursuance of the prevention of fraud, CATCH reserves the right to disclose information shown on your application form to outside agencies, eg the Police, the Home Office, Local Authorities, Examining Boards, Department of Social Security, the Inland Revenue, the Student Awards Agency.

If CATCH or a Higher Education Institution has reason to believe that you or any other person has given false information, omitted any information requested in the instructions or the application form, has made misrepresentation therein or has omitted other material information, CATCH and/or the institution will take whatever steps considered necessary to establish whether the information given on your application form is correct.

CATCH and/or the institutions reserve the right at any stage to request that you, your referee or your employer provide further information relating to any aspect of your application form, eg proof of identification, status, academic qualifications or employment history etc.

If such information is not provided within the period stipulated by CATCH or the institutions or if that information is not satisfactory, then CATCH reserves the right to withdraw your application from the CATCH System.

If any information on the application form changes after you have applied you are under a duty to disclose this to CATCH.

16 CONFIDENTIAL STATEMENT BY REFEREE

REQUEST FOR A CONFIDENTIAL REFERENCE

The final sheet of the form is a request for a confidential statement by your nominated referee. Please forward the request to your referee with the pre-addressed envelope supplied. Ask them to complete the Statement and return it directly to CATCH. You are under no obligation to show the application form to your referee. It may be helpful, however, to give them some information about the course.

CHOICE OF REFEREE

You must NOT include relatives or friends as referees.

If you have left school or college within the last three years you should nominate your Head Teacher or Principal.

If you left school or college several years ago you will require a more up to date referee. You should select a responsible person who:

- has known you for at least three years where possible

and

- has knowledge of your standard of work or any recent training or study you have undertaken (eg. an employer, a training officer, or adult education officer)

Applicants who have previously begun nursing or midwifery training in the UK should give the relevant course leader as their referee.

If you include a referee who does not meet these requirements CATCH will write to you asking for an alternative. Please note that this may mean a delay in processing your form.

Guidance notes for referees are printed on the reverse of the reference form.

CHECKLIST

- Have you filled in all sections of the application form?
- Have you signed and dated the form?
- Have you enclosed a photocopy of your educational certificates?
- Have you taken a photocopy of your form?
- Have you taken a note of your personal reference number?
- Have you filled in the acknowledgment postcard and put a stamp on it?

HIGHER EDUCATION INSTITUTIONS CONTACT INFORMATION

Bell College

Tel: 01698 283100 Contact - School Administrator, School of Health Studies

University of Dundee

Fife Campus

Tayside Campus

Tel: 01382 348585 Contact - Student Admissions Service

Glasgow Caledonian University

City Campus

Tel: 0141-331 8324 Contact - Admissions Office

Napier University

Canaan Lane Campus

Tel: 0500 35 35 70 Contact - Mr George Petrie

University of Paisley

Ayr Campus

Tel: 01292 886215 Contact - Mrs E Kennedy

Robert Gordon University

Hilton Campus

Tel: 01224 262148 Contact - Student Admissions

University of Stirling

Stirling Campus

Tel: 01786-466680 Contact - Admissions Office