

SUMMER 2018 COURSES



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AUB
HAS BEEN
RECOGNISED AS
OUTSTANDING IN
THE TEACHING
EXCELLENCE
FRAMEWORK (TEF)
REPORT, WITH
GOLD STATUS
GRANTED
IN 2017.



welcome to

AUB.AC.UK/SUMMERCOURSES

SUMMER COURSES

Welcome to a community of creatives on one campus

With a teaching history of over 132 years, AUB is thriving thanks to its strong foundation and industry collaboration. We are a leading specialist university that is ranked at the highest level.

We relentlessly innovate, collaborate and connect to turn creative talent into careers. With our strong reputation, both nationally and internationally, our campus of students and staff share a commitment to creative exploration,

pushing subject knowledge in a well-resourced and specialist creative learning environment - and this doesn't stop in the summer.

We provide a range of short summer courses with residential options for young creatives, university students and those with a passion for creativity.

Over 400 students from over 42 different countries join our summer courses every year. Built on years of expertise and a commitment to students all over the world, our courses are designed to encourage learning at

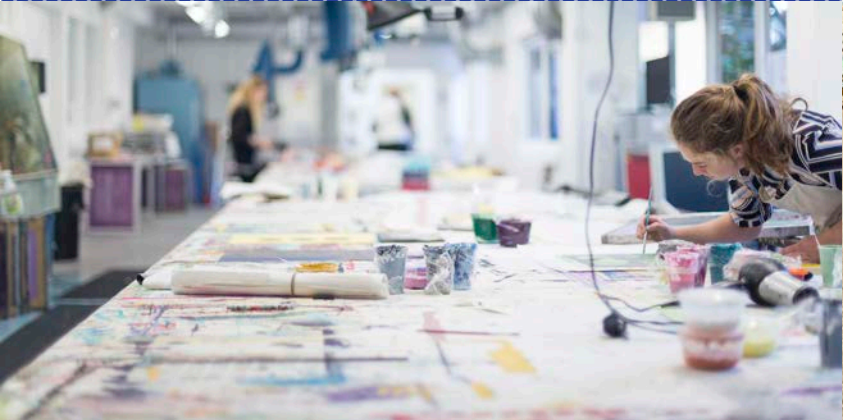
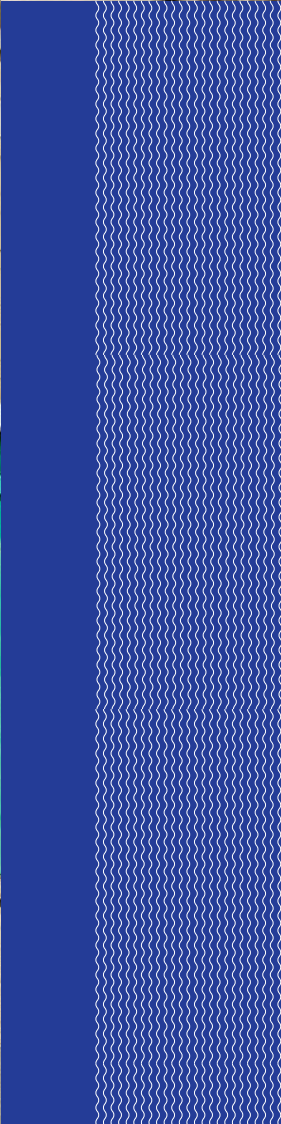
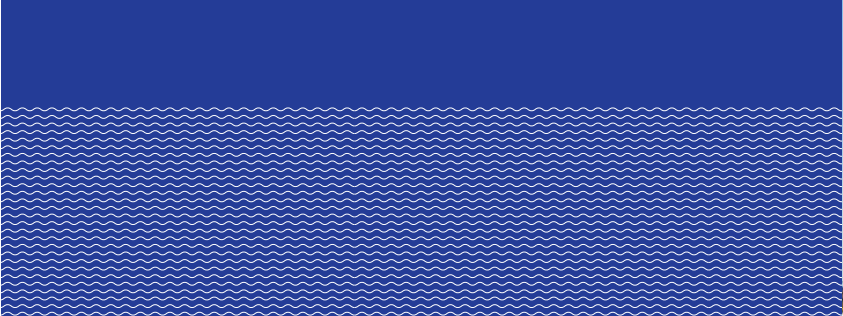
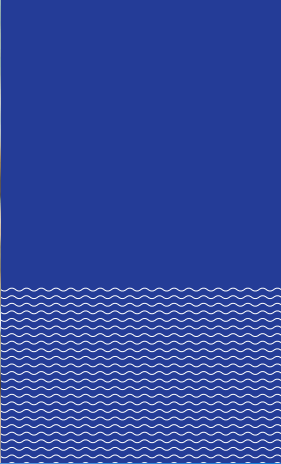
the highest standard and to help students discover their creative potential. The unique atmosphere on our specialist campus during the summer, and our approach to creative learning gives you the opportunity to experience first-hand a university dedicated to creative education.

Summer is a time to travel, make new friends and explore new ways of learning no matter where you are on your creative journey, join our community this summer.

aub.ac.uk/summer
+44 (0) 1202 363 831
summercourses@aub.ac.uk
fb.com/summercoursesAUB

EXPERIMENT
QUESTION
CHALLENGE
create

JUST SOME OF THE THINGS YOU'LL
BE ENCOURAGED TO DO ON OUR
SUMMER COURSES



YOU'RE
JOINING A
COMMUNITY

NOT JUST A COURSE

WHAT TO EXPECT

Throughout the Summer we welcome students from all over the world, it is a truly international hub of creative activity.

Summer Course Teaching

We have twenty-two BA degrees, as well as successful MA programmes, and our teachers write and implement our successful summer course portfolio ensuring the quality of the provision at all times.

Our teachers are industry professionals who are passionate about their craft. They will share their knowledge about the latest developments in industry and provide you with portfolio advice.

On the first day, you will meet BA Course Leaders or representatives from the specialist area you are studying, and they will introduce you to their creative expertise, environment of learning and show you examples of student work to help you appreciate your studies and inspire your individual work.

You will also start your summer course with a campus tour and AUB orientation event on your first course day so that you can get to know your fellow course students, the university and the summer school staff.

The typical class size of an AUB Summer course is between 15 and 20 students. With dedicated support from a tutor and a teaching assistant, in a fixed base room with plenty of space for storing creative work. Your designated summer course tutor will ensure that you are well looked after throughout your time and will provide enthusiastic guidance and support on your



creative aspirations. You will experience what it is really like to be a student on our campus, with access to our on-site museum, library, lecture theatres, galleries and cafes. You will use our specialist equipment and state of the art facilities; depending on your study choice this may include photographic studios, sound suites, 3D workshops and computer labs. You will be encouraged to make full use of our lively creative environment and collaborate with students from other summer courses which will enrich and extend your personal learning opportunities.

Studies take place inside and outside the classroom and you are encouraged to work independently and as part of a team. We treat all our students as unique individuals and our programmes are designed to meet the needs of students from beginners to more advanced levels, and age groups. Our teachers are experienced in delivering diverse and engaging content and whatever your level, you will always leave us with exciting new knowledge and perspectives.





COURSE ENTRY REQUIREMENTS

There are no formal entry requirements to our summer courses as we want students and creatives to share and learn no matter what their background or previous experience. The courses are highly practical and written for those with a keen interest in creativity; we simply expect summer students to be enthusiastic and willing to learn as individuals and as part of a team. You do not require any previous qualifications to join our courses.

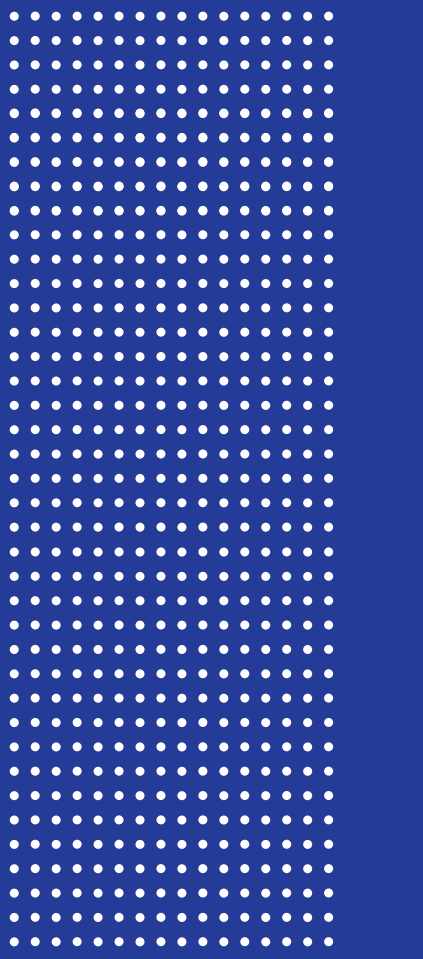
Students who wish to join our 3-week summer courses must be 16 or over at the time the courses commence: *Tuesday 24 July 2018* there is no upper age limit.

Students joining our 2-week Creative Arts Summer School must be aged 14 or 15 at the time their course commences: *Monday 23 July 2018*; this course is only open to 14-15 year olds.

All the summer courses are taught in English. There are no formal English entry requirements, however we recommend you have an intermediate level of English in order to benefit fully from your experience on our summer courses and be able to communicate with your course leader and fellow students.

If you are in doubt whether your English is good enough, please email summercourses@aub.ac.uk for advice.





Course Supervision and Safety

The safety and wellbeing of our students is our prime concern at all times, with a high staff to student ratio on our courses. Throughout your time on our courses, you will be fully supported by a team of trained and experienced staff who will monitor each student's wellbeing and ensure any concerns they may have are heard and resolved swiftly, where possible. Course tutors and teaching staff are DBS checked, we have on-campus security and trained university First Aid staff. We produce Risk Assessments for all activities, including any project which we deem to be of more than minimal risk, such as any educational visits off-campus.

Preparing for your Summer Course

Pre-arrival information will be emailed to you 6 weeks before the start date of your course, informing you where to go on the first day, and our registration arrangements. It will also include advice and extra information to help you prepare and bring everything you



SHARE

NOT JUST A CLASSROOM

IDEAS

COURSE TIMES

Creative Arts Residential Summer School (14-15 years)

2-week Course

The first day of the 2-week Creative Arts Summer School will be *Monday 23 July 2018* and course hours thereafter are generally 09.00 until 19.30 (Monday to Friday), with free time to relax and socialise in the evenings and excursions and activities at the weekend.

On the last day of your course, *Friday 3 August*, the course will finish at 12.30 lunchtime for presentations and farewells giving you the opportunity to exhibit your work.

You will spend most of your time on campus, with more formal teaching taking place between 09.30 and 16.30. Late afternoon creative sessions will take place before dinner and you can enjoy pre-planned activities, such as theatre and performance, prosthetic make-up, film making and digital design workshops. You can also choose to continue working on sketchbook development in a supervised environment.

2-week Courses Timetable

(Monday - Friday)

09.00 to 12.00	Session 1
12.00 to 13.00	Lunch break
13.00 to 15.30	Session 2
15.30 to 16.00	Afternoon break
16.30 to 19.00	Creative Activities
19.00 to 19.45	Dinner
20.00 to 22.30	Free time



3-week Courses

The first day of the 3-week summer courses will be *Tuesday 24 July 2018* with course hours thereafter are 09.30 until 15.45 (Monday - Friday).

On the last day of your course, *Friday 10 August*, all courses will finish at 12.30 lunchtime for presentations and farewells, giving you the opportunity to exhibit your work and see the work of other students across the summer courses after lunch.

3-week Courses Timetable

(Monday - Friday)

09.30 to 12.30	Morning session
12.30 to 13.15	Lunch break
13.15 to 15.45	Afternoon session

Day-time Teaching Schedule

All 3-week and 2-week course descriptions and contents can be found on the course individual pages of the web site:

[Portfolio Preparation for the Creative Arts](#)

[Introduction to Animation](#)

[British Architecture & 3D Design](#)

[Creative Make-Up for Stage & Screen](#)

[Introduction to Fashion Design](#)

[Creative Photography Portfolio](#)

[Complete Filmmaking](#)





What you will receive

Upon successfully completing the course, you will be issued with an AUB Certificate of Attendance, which can be used to evidence the work, and can be added to your portfolio or CV. Depending on the course taken, you will leave with any work produced during the course; for example, fashion students will leave with their finished fashion garment, their fashion folio and a series of professional (digital) photos, Architecture students will leave with their sketchbooks and 3D models, Film students will leave with their finished short films etc.

You are also eligible to apply for credits to put towards any study you are currently doing (e.g. as a Study Abroad student at another university, or a student taking the IB for CAS credits at their current school). Students who wish their home institution to recognise and award credits for their summer course, should first check with their home institution so that they may assess and award credit as appropriate. AUB can provide details of the course contents for credit recognition and transfer.

Progression Support and Guidance

Many of those who join our summer courses wish to progress onto an AUB Foundation or BA degree programme, and so use their summer course as an opportunity to get more experience and prepare their university application. We want to support our students at every stage of their creative journey and so offer additional support to our summer students.



During your course you can:

- Take part in mentoring sessions with our course tutors
- Discuss your creative aspirations
- Receive advice on your personal statement and university application
- Have a 1 on 1 portfolio review
- Gain insight from current BA students and recent graduates on studying a creative subject
- Learn about opportunities for employment in the creative industries

If you would like to meet a member of the course team to find out more full time study at AUB or discuss your application please email us summercourses@aub.ac.uk so we can arrange this as part of your timetable whilst you are here.



OUR CAMPUS AND BUILDINGS

All summer course students will have access to the university campus resources and state-of-the-art facilities enjoyed by our full-time students.

We invest heavily in technology and spaces to best equip our students during their time at AUB, we want them to get used to the facilities they'll find in the real world and have the confidence to express themselves with industry standard resources.

Our Award-Winning Buildings

The multi-award-winning Drawing Studio building, was designed and completed by renowned architect, AUB alumnus and Honorary Fellow, Professor Sir Peter Cook RA and opened by Dame Zaha Hadid. It is the first purpose-built drawing studio to be constructed at an art school for more than a century.

Our Studio Workshops for BA (Hons) Make Up for Media and Performance, BA (Hons) Model making won a Design through Innovation award at the Royal Institution of Chartered Surveyors South West in 2017 (accompanying image)

The Gallery sits at the heart of the AUB campus, exhibiting works from students, staff and alumni, as well as national and international touring exhibitions. As a unique space for arts in the South East and West,

The Gallery showcases work from contemporary artists and designers, including collections on loan from major galleries and museums, as well as individual exhibitions by some of today's leading artists, photographers and designers.

The Museum of Design in Plastics (MoDiP) is the UK's only accredited museum dedicated to plastics. This collection of 12,500 objects from 1880 to today is a unique resource for AUB allowing you to respond to a century and a half of changing design and materials.

Our Animation studios provide students with an individual workstation and light box, as well as access to the best and latest animation hardware and software currently used by the industry.

Our computers in our VFX "lab" are blisteringly fast and configured to mirror best practice in colour management and rendering distribution.

Our Fashion dedicated studios are equipped with a range of industry-standard specialist machinery as well as pressing equipment, dress stands and cutting tables.

Our 3D workshops offer manual and digital manufacturing equipment, 3D laser scanning, digital photography and video equipment.



WHERE WE ARE

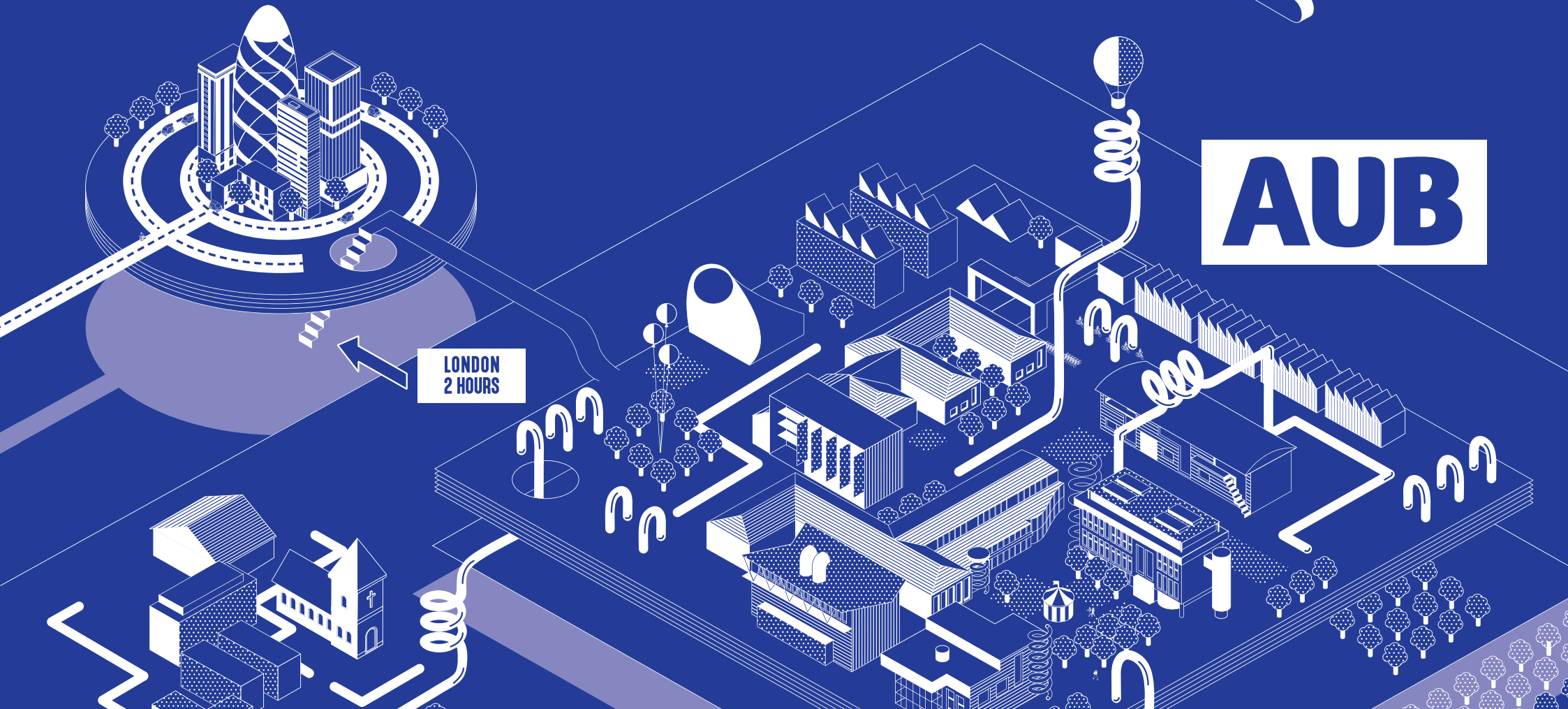
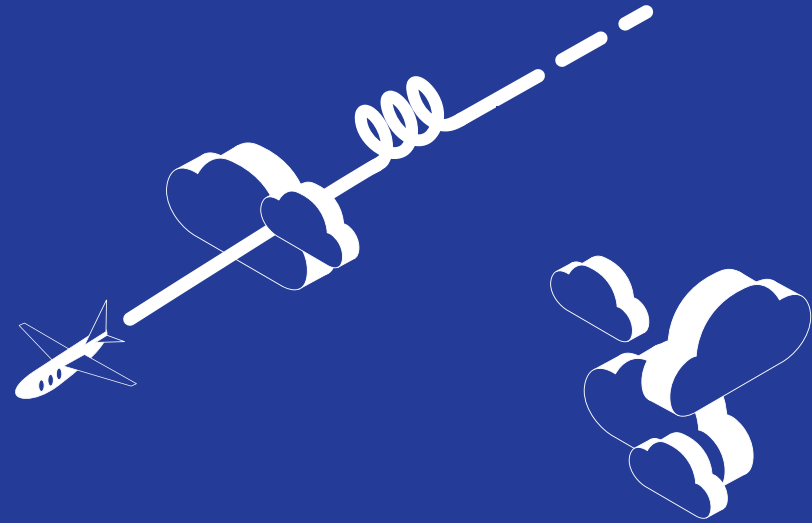
Be inspired by your surroundings and discover what's beyond the campus during the summer.

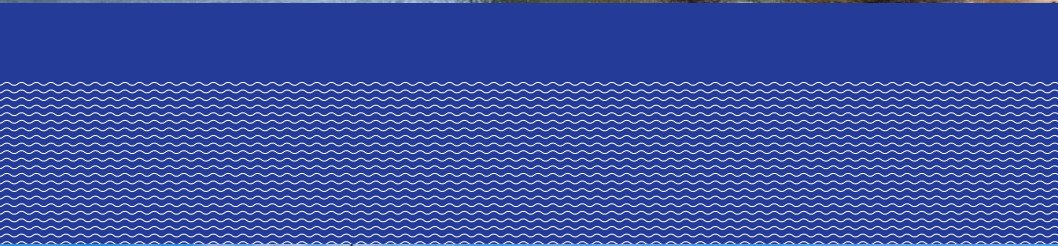
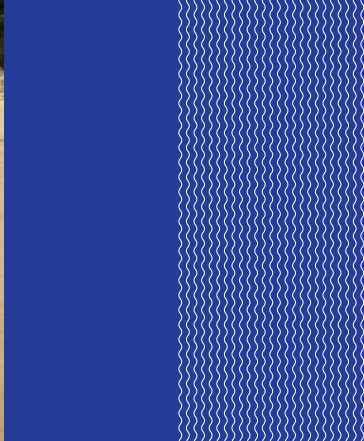
AUB is fortunate to be situated in one of the safest places in the UK and its small town and close community ensures it is very friendly, as well as accessible.

Bournemouth is one of the top destinations for tourists and as a town with two universities

and a large number of Colleges and language schools, it attracts a diverse mixture of international students. It has a safe, coastal location with award-winning beaches, lively social scene and lots of cultural attractions and events throughout the year.

The best of England is on our doorstep too - we are just 2 hours from London, with other popular locations such as Dorset's Jurassic coast (World Heritage Site) and the New Forest national park nearby.





RESIDENTIAL PROGRAMME

Our Residential Programme is a full catered package providing everything you will need alongside your course including:

- Accommodation
- Return Private Airport Transfers (London only)
- Orientation to the local area
- All meals on campus
- Food vouchers for weekends
- Daily Private return transfers to campus
- Course study trips including any admission costs for visits
- Social activities on evenings and weekends

University Accommodation

Summer students have a choice to either book their own accommodation or to book our Residential Programme when they book their course.

If you book our Residential Programme you live in our newly built, modern student accommodation in Bournemouth town centre. All rooms within the accommodation are single occupancy with private en-suite bathroom and are arranged in cluster flats of 6 or 8 rooms with a shared kitchen and lounge.

Our accommodation is situated just 10 minutes from our campus, with a private AUB bus provided to take summer school students to and from the accommodation to AUB campus every day. It is also located close to Bournemouth's award-winning beaches, with shops and cafes also nearby, which students can explore in their free time.

AUB Halls of Residence,
Madeira Road,
Bournemouth, BH1 1AT UK
+44 (0) 1202 797000

Within the accommodation there is also Wi-Fi internet access, laundry facilities, a large social room and lockable mailboxes.

- University Accommodation in Town centre Location and walking distance from Bournemouth Beaches
- 24-hour security and live-in accommodation support staff
- Single en-suite private rooms in cluster flats with shared kitchen and lounge
- Rooms furnished with single bed, wardrobe, drawers, desk and chair
- All bed linen supplied
- WIFI/Internet connection
- Daily AUB private bus from Halls to AUB campus
- Weekly Cleaning

University accommodation is available on the Sunday or Monday, before your course commences and you can stay in your accommodation the Friday night after your course finishes.

If you need accommodation during your summer course, we recommend you book it at the same time as you book your course as it is incredibly popular during the summer; our University accommodation is available on a first come first served basis.

Host Family / Homestay Accommodation

For those who would prefer to stay in Homestay/ with a host family, please [contact us](#) for more information and contact details or our homestay provider.





Meals and Food

If you are staying in our Accommodation, all meals are included.

3- week courses

Summary of Meals and Food included in the Residential Programme

- Welcome supper
- Hot Breakfast and Hot Lunch Monday to Friday in campus refectory
- Take away Tea, Monday-Friday
- Weekend and study trip food vouchers
- Weekly campus BBQs
- Farewell Lunch

Monday - Friday

Breakfast and lunch will be provided on campus during the week in our refectory, which serves a variety of cuisines and hot and cold choices.

Tea A take away cold choice of food will be provided to take back to your accommodation during the week.

Weekends

Students will be given Meal Vouchers to use at the weekends in local cafés and restaurants.

2-week Creative Arts Summer School

Students on the 2-week course, will have all meals and food pre-planned 7 days a week. This will include meals on campus, food during course study trips as well as meals in Bournemouth restaurants.



Activities and Weekend Trips

If you have booked the Residential Programme you have the option to join in pre-arranged activities after classes finish each day, with full day excursions at the weekends. You can find information about planned activities and trips for both the 2-week and 3-week course on the web site.

Activities are optional for students aged over 18, and recommended for students aged 16 and 17, who can also choose to spend their free time as they wish, if a signed consent form has been received. Students aged 14-15 are required to take part in all activities planned.

All activities are included in the Residential Programme



Welfare, Supervision and Safety

You will be looked after in our private accommodation by our experienced pastoral support team, including a live in accommodation officer to oversee the safety and wellbeing of all summer students. You are able to see a doctor at a local surgery just a few minutes from university campus, and can arrange a chat with one of the university's counsellors if additional support is required. Students under 18 are accommodated in a separate accommodation block within the same complex, and have extra residential support during evenings and weekends. Accommodation support staff are on hand to monitor each student's wellbeing and ensure any concerns they may have are heard and resolved swiftly, where possible.

We implement a variety of measures to ensure students under 18 are safe and well cared for at all times, and these measures include:

- Orientation and Induction sessions to help you enjoy the campus and your accommodation safely
- On-campus First Aid trained University staff
- 24-hour security staff on campus and at University accommodation
- On-site residential Summer Courses support staff
- Sign out procedure for free time
- Nightly curfew times and support

We ask all Parents/Legal Guardians of students aged under 18 to read further information and agree to our supervision arrangements.



SUPERVISION ARRANGEMENTS FOR STUDENTS UNDER 18

University Transfers

Students will be accompanied on a private university transfer bus Monday to Friday and signed out of the accommodation in the morning, and signed back into accommodation after the course finishes in the afternoon. The private bus leaves at 08.15/08.30/08.45 and returns at 16.30/17.00/19.45

(all exact timings will be confirmed in your pre-arrival information letter which will be sent out 6 weeks before the course begins)

Campus Supervision

Students will be supervised on campus and will be signed into class after breakfast in the morning, back to class after lunch and out of class at the end of the day.

Accommodation Kitchen Supervision

Students will be free to use the kitchens provided and cater for themselves in the evening and will be supervised in the kitchens between the hours of 18.00 and 22.30 Monday to Friday and 07.30-10.00, 12.30-14.00 and 18.00 and 22.30 Saturday and Sunday.

Independent Free Time

Students will be requested to inform student ambassadors of their whereabouts and provide contact numbers whenever they are not in their accommodation. Students will be signed out of accommodation and back into accommodation.

Supervised Activities

Students can take part in a programme of activities at evenings and weekends with



allocated student ambassadors. Activities and meals will vary and take place between 19.30 and 22.00, all costs are included in the Residential Programme fee. Students who do not wish to take part in activities independently will inform the student ambassadors and ensure they notify staff if they make alternative independent plans.

Supervised Eating out

Food vouchers will be allocated to all students who stay in our university accommodation. Students are free to eat out independently but must ensure they notify staff of the intention to do so.

Accommodation Supervision

Student ambassadors will be responsible for morning roll call and ensuring students exit accommodation in time for the university transport to campus and exit the campus in time for university transport back to accommodation.

Student ambassadors will be responsible for ensuring students are back in their rooms by a curfew time of 22.30. There will be on average one student ambassador for every nine to ten 16-17 year olds living in accommodation.

There will always be supervision available in Halls each evening and weekend or when students are unwell. Parents / guardians of students aged 16 and 17 should acknowledge that students who do not wish to join in University arranged activities and meals, are not supervised in the evenings or weekends and are free to sign in and out of their accommodation.

Parents/guardians are requested to sign a consent allowing students to leave the accommodation unsupervised. All consent forms are emailed to students and parents/guardians when a Residential Programme is booked.



Travelling to Bournemouth

Every year we have students who travel from as little as 2 miles away, to those who travel across the world over 7,000 miles away from home. Wherever you are travelling from we can arrange to meet you and ensure you arrive at AUB.

Airport Transfers

If you have booked into our University Accommodation and are arriving by air, a private university bus will collect you from the Heathrow or Gatwick airport and bring you to our Halls of Residence, approximately a 2 – 3 hour journey. There will be different pick up times (see below) on arrival dates with a meet and greet service at the airport from AUB staff. Once you have booked and paid for your University accommodation and have your flight details confirmed, we will allocate an airport bus pick up for you:

3-week course

Students taking part in one of our 3-week Summer Schools should ensure their flights arrive in the UK on *Monday 23 July*, as the course commences on *Tuesday 24 July*.

Monday 23 July Pick up Times:
11.00am, 15.00pm, 19.00pm

2-week course

Students taking part in our 2-week Creative Arts Summer School should ensure their flights arrive in the UK on *Sunday 22 July*, as the course commences on *Monday 23 July*.

Sunday 22 July Pick up Times
11.00am, 15.00pm, 19.00pm

If you are unable to make the airport bus pick up times or are arriving at a different airport you can order a private taxi transfer; please contact us if you would like help in booking this independently.

Arrival at University Accommodation

Once you have arrived at AUB's accommodation, student ambassadors will be in the main reception between the hours of 09.00 and 22.00 to welcome you, show you to your room, explain how everything works and share arrangements for the following first day. If you are arriving outside of these times you should report to the accommodation main reception (manned 24/7) where security staff will show you to your allocated room.

NB Pick up times at Gatwick and Heathrow Airport



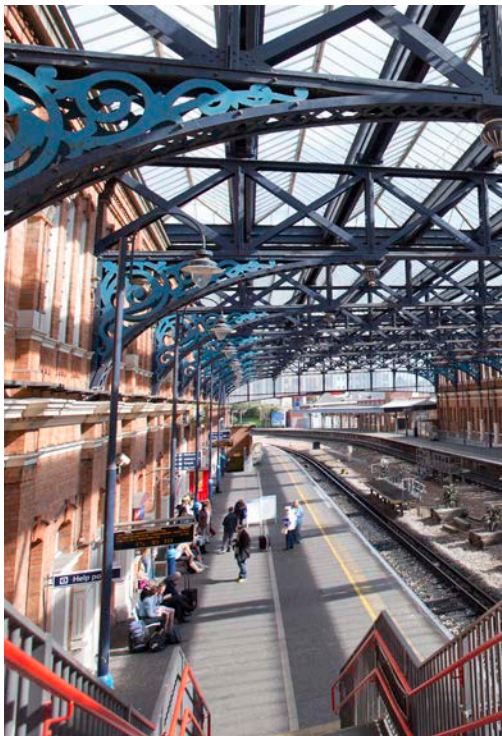
TRAVELLING INDEPENDENTLY

Arriving by Coach

Coach travel is also an option, and National Express operate regular journeys from Central London, London Heathrow and London Gatwick airports to Bournemouth coach station, which is just a short walk from our accommodation. Links

Arriving by Rail

Bournemouth train station is only a short walking distance from our accommodation, approximately 1.5 miles from the University campus. Bournemouth bus station is adjacent to the railway station and provides regular buses to campus. If you intend to travel by Links train to AUB from London, you will need the London Waterloo service which stops at Bournemouth.



Taxis are available just outside Bournemouth train station; the journey to campus is less than 10 minutes.

Consent to Travel for students under 18

Parents/Legal Guardians of summer course students under the age of 18 are required to communicate and agree all travel arrangements with the student and the university at least 8 weeks before the start of the course. Once a Residential Programme is booked, you will receive an email with all details to be completed.

VISA INFORMATION

If you do not hold an UK/EU/EEA passport you will need a visa that allows you to study here in order to take one of our courses. The majority of international students intending to study a short summer course in the UK may do so using a Short-Term Study Visa. However, it is your responsibility to determine if you need to apply for a visa in advance. Please refer to the UK Government Visa & Immigration Website for clarification of visa requirements and any other supporting documents you may need. (URL LINK)

You should allow sufficient time to obtain any necessary visa prior to attending our summer course and the University will provide a visa support confirmation letter upon receipt of full payment.

Students should ensure they have with them all visas and travel documents to confirm eligibility. All visas and travel documents to confirm eligibility will be checked either on arrival in university accommodation or on the first day at registration. If you do not



have the correct visa we will not be able to allow you to join the course nor will you be eligible for any refund.

If you hold a UK passport issued by a country within the European Union (EU) or European Economic Area (EEA, Iceland, Norway, Liechtenstein) or Switzerland we will not issue a confirmation letter as you will not need a visa to travel.





PERSONAL INSURANCE FOR ALL STUDENTS

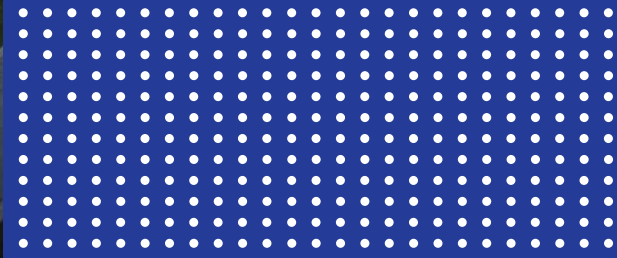
It is compulsory that you are comprehensively insured to cover all costs and consequences of medical treatment, repatriation, personal/public liability, personal accident, damage/theft/loss of personal belongings, legal expenses, recovery of course fees and flights booked or needed in the event of cancellation or early departure.



EXPENSES AND MONEY

Our summer courses are fully inclusive with all materials and resources included. For those staying in our accommodation or with a Host family, all meals are provided and so students will only need extra money for their own shopping, such as gifts or personal purchases and additional snacks and weekend activities.

If you live locally or have chosen to book just the summer course and arrange your accommodation independently, you should allow sufficient funds for lunch and any other meals, activities or personal purchases required.



HOW TO BOOK

Booking for 2018 Summer Courses is available online, with the opportunity to secure your summer course with an initial deposit payment of just £795

Summer Course Fees 3-week courses

Summer course tuition fees are the same for everyone and are £1,795 for our 3 week courses. All teaching, materials, resources and equipment is included within the course fee, as well as any travel or admission costs for study trips. It also includes a print credit for students to print their work on campus, free Wi-Fi on campus as well as access to and use of our campus resources including our extensive arts library.

Summer Residential Programme fees are £1,700 for the duration of the summer course. Our accommodation allows you to arrive before your course starts and stay the night after your course finishes; giving you up to up 20 nights' accommodation, at approx. £85 per night. Included within this fee is the cost of your accommodation (single room with en suite bathroom), airport transfers, local campus buses, all meals, evening activities and weekend day trips.

Bournemouth is an extremely popular tourist destination during the summer months, with many hotels and accommodation options fully booked and charging an average of £100 per night, not including meals or social activities.

Our University accommodation is available on a first come first served basis and is usually fully booked for our summer courses; we recommend you book it at the same time as you book your course in order to secure your accommodation during your summer course. Students who have not booked the

Residential Programme are unable to take part in evening and weekend trips due to restricted numbers and trip pre-arrangements.

Summer Course Fees Creative Arts Summer School (2-week course)

This course has been specifically designed for younger students and is a fully inclusive 2-week programme including all teaching, accommodation, social activities, meals and weekend excursions; fees are £3,495 per student.

University Online store

The fastest and quickest method in which to pay for your summer course is online, using our secure online booking system which will allow you to book and pay using a debit or credit card for your chosen course and residential programme, if required. To start your booking, please go to the individual course page you are interested in on our website and click on the 'Book Now' link located in the course information box on the right hand side of the screen.

You will be required to create your own login to proceed with your booking. Once you have completed your personal information you will have the option to pay a course deposit or pay for the course in full. Once payment has been received you will be sent an automatic confirmation of payment and your place on the course.

You will also receive details of any further steps you will need to complete your course booking, such as providing AUB with a copy of your passport, visa (where applicable) and any consent or supervision forms for students aged under 18.

Deposit Payments

If you have chosen to pay your course deposit only (available until 1st April 2018), you will also receive further instructions on how to pay the remaining balance of your course fees as well as details on how to book and pay for our residential accommodation during your course, if this is required. If you make a course booking after 1st April 2018, you will need to pay the full amount of £1,795 to secure your course place.

Alternative Payment Methods (Bank Transfer with invoice)

If you are unable to book online, please contact us via email on summercourses@aub.ac.uk or telephone using the details below and we will assist you with your booking or suggest an alternative payment method, such as via Bank Transfer, where necessary.

Please quote the invoice number provided by AUB on any remittance and provide us with a BACS payment receipt. If you are making a payment from an overseas account, you will need to add an additional £30 for the bank

charges. If you are applying for a visa and need documents to support your visa, please note that payment confirmation letters for visa applications will only be issued once the course fees and any accommodation you have booked have been paid in full.

Lloyds Bank
PO Box 5
45/47 Old Christchurch Road
Bournemouth
Dorset
BH11E

Sort Code: 30-91-08
Account Number: 00322852
Account Name: Arts University
Bournemouth LOYDGB21045
SWIFT/BIC CODE: LOYDGB21045
IBAN CODE:GB28 LOYD 3091 0800 3228 52

Please ensure your email the Summer Courses Office to let us know if you wish to pay via Bank Transfer so we can issue an invoice.



DISABILITY DISCLOSURE

We encourage you to tell us about any disability or specific learning difficulty so that we can do everything possible to support you during your time at the University. Any information you tell us about your disability will be treated in confidence and will only be shared with appropriate members of staff with your permission. Only in exceptional circumstances will it not be possible to maintain confidentiality – when direct action needs to be taken in order to protect the health and welfare of you and/or others. However, if any such course of action were deemed to be necessary, you would be informed of our intention.

PHYSICAL ACCESS TO THE UNIVERSITY

Whilst the campus is wheelchair accessible, with automatic doors, lifts and toilets all suitable for wheelchair users, access to certain studios and departments may be limited. In instances where access is limited, we will endeavour to ensure that classes and tutorials are undertaken within accessible spaces.

Parking is available on campus for students with mobility difficulties. If you have asthma or breathing difficulties, the atmosphere within some workshop areas may aggravate your condition and you should discuss with your doctor any health implications prior to your being exposed to these hazards. The campus is fitted with a deaf alerted fire alarm system, which provides free of charge vibrating pagers to students with hearing impairments to use. For information on any services for disabled students, please contact us.

EQUALITY AND DIVERSITY

The Arts University Bournemouth is committed to a policy of equality and aims to provide a working, learning and social environment which is free from discrimination and prejudice, and which promotes diversity. Equality is about creating a fairer society, where everyone can participate and has the opportunity to fulfil their potential. Equality is the underlying principle that entitles everyone to freedom from unfair discrimination. We want everyone at AUB to help create an environment that encourages inclusion, positive attitudes to difference and equal opportunities for all. We value and celebrate the diversity of all our staff and students and what they bring to our community. We pride ourselves on equality of opportunity within a friendly, collaborative and safe environment; we ask that you contribute to this by showing respect and support for your fellow students at all times.

DATA PROTECTION ACT 1998

The data, which is entered on the enrolment form or subsequent data requests, will be processed in accordance with the Data Protection Act 1998. The University will only process it for the original purposes for which students gave the information. Information may be passed to third parties for relevant and legitimate purposes (for example, relevant information may be passed to WHG, examination boards, validating bodies, local authorities and other government agencies as required).

The University may also use this information to contact students regarding its own products and services.



TERMS & CONDITIONS

All enrolments are subject to the following conditions, and become legally binding on acceptance of enrolment by the Arts University Bournemouth.

1. AUB Student Enrolment Policy

For AUB summer course students, you will provide information as part of the application process which is held by the University. Your enrolment is confirmed when you pay the fee, and is ratified on the first day of attendance. By paying the fee and attending a class, you are agreeing to the terms and conditions of enrolment. Please see aub.ac.uk/uniregs for more details about our Student Enrolment Policy and the Terms and Conditions of Enrolment at AUB.

2. Refunds and Cancellations

2.1. Cancellations by you

- I. All cancellations must be made in writing to summercourses@aub.ac.uk
- II. If you wish to cancel your summer course place, you will be entitled to a full refund only if your cancellation is received within two weeks of paying for your course in full, or your deposit. If we receive your cancellation no later than 60 days prior to the start date of your summer course, you will be entitled to a refund of the course fees paid, minus an administration fee of £250.
- III. If you need to cancel your course place and have paid the deposit only, you will be entitled to a refund minus an administration fee of £250.
- IV. Where a cancellation is made less than 60 days prior to the start date of your course, you will not be entitled to a refund.

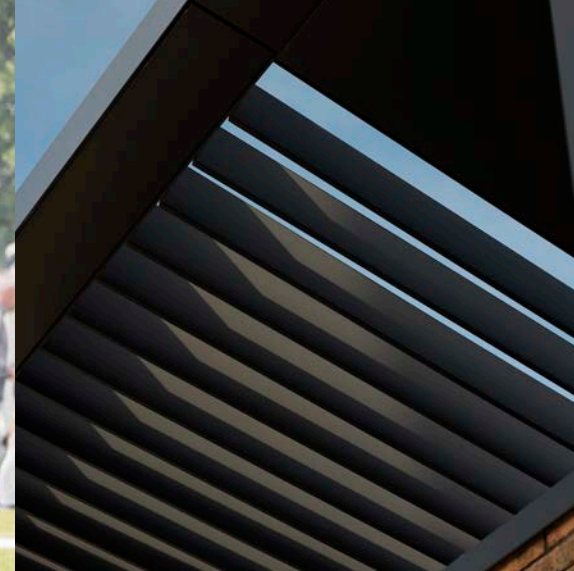
- V. If you are unable to attend a class(s) during the course, due to illness or for personal or professional reasons, you will not be eligible for a refund, extra tuition or a course transfer.
- #### 2.2. Cancellations by Us
- I. In the unlikely event that we have to cancel a course we will inform you as soon as possible before the start date, and we will refund any payments we have received in full or you can select an alternative course.
 - II. It is compulsory for the Student to be at all times comprehensively insured to cover all costs and consequences of recovery of course fees and flights booked or needed in the event of cancellation or early departure. We will not be liable for any losses (including, but not limited to, travel and accommodation costs) arising as a consequence of any modification or cancellation of courses or timetabling constraints beyond the cost of the course fee.
 - III. The Arts University reserves the right to make changes to the course programme as may be necessary for reasons of quality, operational efficiency or circumstances, including industrial action and weather conditions beyond our control. If we cancel a course, all participants will be notified and payments refunded in full. Refunds of fees will normally only be made in the event of the cancellation of a class by AUB.
3. If you are considering changing courses, please write to summercourses@aub.ac.uk at least 6 weeks in advance of the course start date, to see if there are places available so we can transfer you onto another course.

Regrettably where there are no places available we will not be able to change your course or offer you a refund.

4. You will be encouraged to be professional at all times and although the environment is relaxed and friendly we expect everyone to be respectful and not intimidating or racist to other students or AUB staff members. Anyone who does not respect this code of conduct will be withdrawn from the course with immediate effect. In these instances, you will not be entitled to any refund.
5. For students residing in University accommodation
As you will be sharing accommodation, it is important you take responsibility by being a good neighbour and show consideration for others, including ensuring you are not responsible for any noise, which is audible outside of your room between the hours of 11.00pm and 08:00am. You will be living in a non-smoking environment, and are not permitted to smoke inside the accommodation. Any breach of the accommodation regulations, which will be explained on arrival, may result in a student being asked to leave.
 - 5.1. You are responsible for keeping your own room tidy as well as the communal kitchen and charges may be implemented where there is evidence of deliberate damage. Any student raising a false fire alarm will be asked to leave.
 - 5.2. You should report any faults or items in need of repair promptly.
 - 5.3. If you are aged under 18 you will be allocated a student ambassador, who will need to know where you are at all times. There will be supervised kitchen times available every evening and weekend. If you wish to cook food

using the kitchens, you should bring sufficient funds to purchase your food. If you wish to use the kitchen at other times you must make sure there is a student ambassador present.

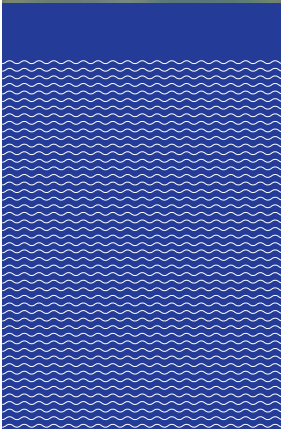
- 5.4. There will be supervised meals available for students to sign up to attend with student ambassadors, using your food vouchers which will be allocated to you on arrival at the accommodation. There will also be supervised activities available in the accommodation ad within the local area. You will need to sign in and out of your accommodation and provide contact details, if you choose to eat your meals or take part in activities independently. A curfew time of 22.30 will be strictly upheld for all students. If you are found to be abusing any of the trust offered by the student ambassador you may be asked to move to a home stay environment.
6. Information you supply to the University will only be used for the original purpose for which it was intended. The University may use this information to contact you regarding future courses.
7. There may be occasions during the course for you to participate in promotional activities undertaken by Arts University Bournemouth; including photography and video recording. These activities may result in the production of materials featuring students in brochures, posters, websites, newsletters and marketing campaigns. If you do not wish to be included in any promotional publications we ask you to contact us in writing before the start of the course summercourses@aub.ac.uk



CONTACT DETAILS

If you have any questions or would like to speak to a member of the Summer Courses team, please contact us and we would be happy to help:

+44 (0)1202 36 3831
summercourses@aub.ac.uk
fb.com/summercoursesAUB



PAUL NORRIS

SURI KRISHNAMMA

JAMES RAMSEY

*Edgar
Wright*

SIR PETER COOK

MEA WARBURTON

AMY MAIDMENT

*Chloe
Atkins*

JEMMA

GATLIN

**GILES
DULEY**

ZUKI TURNER

NICK KNIGHT

HARRY REID

OBE

MEL GIEDROYC

SIMON BEAUFOY

JON

RICHARDS

LUKE BONNER

*Wolfgang
Tillmans*

We are proud of our alumni and rightfully so. Many of them have gone on to do incredible things. AUB has been the backdrop for plenty of creative careers.

aub.ac.uk/aumni

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TEF Gold