



ASK us about...

Job Prospects



# Changing or leaving your course

There are a number of reasons why people change courses, ranging from the course itself through to financial or personal reasons. Whatever your situation, support and advice is available to guide you through your options and enable you to make the right choice for you.

## Need more help? Just ASK!

Call in for initial advice at a Help Zone "Drop In" in Student Services, who can refer you to a Career specialist if required:-

- City North Campus, First Floor Baker Building
- City Centre Campus, Gosta Green, Room G27
- City South Campus, Second Floor Seacole Building
- Millennium Point: Ask at reception

Telephone 0121 3315588 or visit our web pages for dates and times of Drop Ins and services at other sites.

### Careers and Job Prospects websites:

- <https://icity.bcu.ac.uk/careers>
- [www.bcu.ac.uk/alumni/careers](http://www.bcu.ac.uk/alumni/careers)

### Online e-guidance service:

- [www.bcu.ac.uk/askus](http://www.bcu.ac.uk/askus)

### Social Media:

- Facebook: [BCUemploymentzone](https://www.facebook.com/BCUemploymentzone)
- Twitter: [@employmentzone](https://twitter.com/employmentzone)

View our full range of leaflets online:

<https://icity.bcu.ac.uk/careers> >> Quick Link >> Handouts

## Reasons for change: your studies

Studying a new course at a higher level can present new challenges. Teaching or assessment styles may be very different. Support is available from a variety of sources:

- **Academic support** can be provided via the **Centre for Academic Success** (see <http://library.bcu.ac.uk/learner> for more information), or the Personal Development Centre if you are studying in the Faculty of Health.
- Workshops run by Student Services: check the iCity pages for the latest information.
- **Dyslexia** screening and support can also be provided via Student Services.

### The subject area

Sometimes the reality of studying or settling into your studies can present a number of challenges. After the induction has ended, ask yourself how the course is going.

If you are experiencing doubts about the course, talk to tutors at an **early stage** about the modules and the subject areas available.

# ASK

ADVICE SUPPORT KNOWLEDGE

Student Services

## Not sure of the next step? Speak to a Careers Consultant!

Details of drop-in and appointment times across the campuses are available on the Student Services section of iCity. A Careers Consultant can discuss all of your options and provide you with relevant information as well as help with applications. This service is **completely impartial** and the interview is **confidential**.

You may also wish to check out the following websites and resources:

**www.ukcoursefinder.com:** Search facility to explore courses available with your qualifications and interests.

**www.ucas.ac.uk:** Search facility to explore courses available with your qualifications and interests.

**Adult Directions:** Available in Student Services at City North Campus. This interactive career planning software can help you with career choice and direction.

**www.prospects.ac.uk:** The official Graduate Careers website.

In addition, Student Services libraries keep lots of information to help ranging from reference books, free handouts and DVDs.

Birmingham City University Student Services cannot be held responsible for the content of external websites  
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## Don't forget

It is advisable to speak to a **Finance Adviser** at Student Services, who can suggest alternative ways of funding a new course, as well as explaining what will happen about your existing tuition fees and/or student loans. You will also need to contact your LEA grants and awards office.

**Overseas students must see an International Student Adviser before changing or leaving their course to discuss their immigration rights.**

## To explore other courses at this University

Look at course provision on the website **www.bcu.ac.uk/courses** and speak to Choices on **0121 331 5595**

### To explore courses at alternative institutions

Search on **www.ucas.ac.uk:**

- Applications are usually made online and have dates within the application cycle.
- Research different courses and make contact with the admissions tutor for that area. Find out about places, entry requirements and application procedure.
- Check about possible credits transfer too and whether you would have to start from the first year.

## Action points:

- Talk to your tutor or lecturer about your thoughts
- If you are sure that you would like to change course or even direction it is important that you gather the most up to date information on the options available.

## Finally...

Remember that the process of changing course can be difficult but it is important to focus on the positives.

Explore the possibility of intermitting and returning at a later date. This can help you to decide whether to stay where you are or to change.

# ASK

ADVICE SUPPORT KNOWLEDGE

Student Services

T: 0121 331 5588  
[www.bcu.ac.uk/student-services](http://www.bcu.ac.uk/student-services)



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