

SWAPWest Student Agreement (Session 2021-22) Access to Nursing / Health and Social Services

The SWAPWest partnership of colleges and universities provides access programmes for adults with no or few qualifications who are looking to return to education. The learner agreement sets out your responsibilities as a SWAP student and what you can expect from the SWAP programme.

Due to the limited number of places available at our university partners it is not possible for us to ensure that all SWAPWest students will be able to progress straight to university. Completion of a SWAP programme will also allow you to progress to HN at college. You must ensure that you research fully all the branches of nursing and health care options prior to applying. **We highly recommend applying for a suitable HNC/D as well as to university, to ensure progression from your access programme.**

SWAPWest responsibilities –

- 1) SWAPWest are responsible for the academic content of your programme. The academic units you study are part of an agreed curriculum framework with our university partners that provide nursing degree progressions. We work with Glasgow Caledonian University, University of the West of Scotland and Stirling University. The programme will use SQA and college units. Decisions about the use of the units on the programme are the responsibility of SWAPWest. The programme is designed to show that you can complete a full time education programme. We use SQA units at SCQF (Scottish Credit and Qualifications Framework) levels 5 and 6. The programmes are designed to provide you with an entrance qualification to higher education, either an HNC or one of our partner universities. SQA units are used to ensure your learning can be assessed on a national basis. You are continually assessed throughout the programme. Your learning will continue throughout the full programme. **All learning units of the programme require to be completed for successful progression.**

Programmes are specifically designed to include a range of units to enhance learning. All SWAP nursing programmes contain communications, numeracy and at least one unit of science. Thereafter a range of units are provided by your college to ensure an appropriate learning experience. You will be academically prepared for university progression. Any amendments to the programme require to be agreed by the SWAPWest partnership.

- 2) The programme you have enrolled upon is recognised by our partner universities as an agreed entrance qualification for their nursing degrees. University degree places may be subject to additional study over the summer to ensure successful transition. Additional conditions on UCAS applications will also have to be completed prior to progression.

- 3) SWAPWest will provide support to ensure you have the opportunity to be fully prepared for degree study. The additional support will be available through the **SWAP Preparation for Higher Education unit**.
- 4) Your college will provide a student profile if you complete all of the units of a programme. The profile provides the additional evidence you will need to meet for degree progression. The profile grades you require for degree progression are set by the university partner providing the degree opportunity.
- 5) Your SWAPWest tutor will be your main point of contact throughout your programme. Information from SWAP will be shared with your tutor. You are though very welcome to contact the SWAPWest team by email swapwest@scottishwideraccess.org to discuss your learning.

SWAPWest student responsibilities.

The Student Agreement sets out the specific criteria and requirements that we expect from you to ensure you make the most of the opportunities provided by the SWAP programme.

Progression from SWAP to HNC and university degree is subject to the following conditions:

- 1) **You must complete all of the units** of your programme. Non-completion of any of the units means that you will not fully meet the condition of your offer of a place at university.
- 2) **Your student profile must meet the requirements** of the university progression route for that degree.
 - a. The student profile is an enhanced reference by your college which is given to the university. A sample copy of the profile is available on the SWAPWest web-site. For Nursing, your communication skills are particularly emphasised in two of your grades. You should also look at the back page of the profile, as it specifies all of the issues that the college will report on. The profile will consider how you have developed as a student and takes a holistic view of your development.
 - b. When considering your university options and final decisions discuss your profile with your SWAP tutor.
- 3) **You must complete the Preparation for Higher Education unit.** Resources are available from the SWAPWest web site. You require to work through these materials throughout the year. Your college will provide you with support, but **Prep for HE is your responsibility**. You will be asked at the end of the year to provide evidence that you have completed all of the elements of Prep for HE. SWAPWest will also utilise evidence of your prep for HE during the selection process for degrees. **Please note we cannot progress students to degree level study without evidence that Prep for HE has been successfully completed.**

- 4) **You must apply to universities through the SWAPWest UCAS School** (using the SWAPWest buzzword **swapwest2022**) and adhere to the instructions contained in the Prep for HE guides in completing and submitting your UCAS application. Failure to do so may prevent you from progressing to university.
- 5) **You will require a satisfactory health check** and membership of the PVG Scheme.
- 6) If you were born outside the UK then you will be asked by the University to complete a further English test, called IELTS or equivalent. You don't need to complete the test until the summer, once you have met the SWAP conditions. Further information on this is available from university partners.

Nursing degrees are competitive. That means that there are limited numbers for these degrees. Even students who do very well may not gain places on these degrees, so contingency planning is expected from all of our students. You must research your options and make choices which reflect good contingency planning.

For entrance to all university degrees you must use a service called UCAS. UCAS administers entrance to university places. You must apply by 15th January 2022. Any application received after that date does not have to be considered. **It is your responsibility to ensure your application has been sent off properly.**

In addition, for all choices **your personal statement is important.** Follow the Prep for HE guidelines in completing your application.

Important: Your final destination after the SWAP programme is very much a personal decision. SWAP programmes will provide you with progression routes to both college courses and universities. Please use the resources in Preparation for HE, and discuss your options with your tutor, the SWAP team or university staff to work out the best option for you. Progressing to HNC at College is just as much a success as progressing to a university degree. You will not know at this early stage what is your best option. The SWAPWest process opens up as many choices for you as possible throughout the year. Please ensure you use these choices, but at the conclusion of the programme the final decision will be your decision.

Non-SWAP progression route choices

If you are applying to a university course that is not listed on the published progression routes, either with a Higher Education partner or an institution which is not a partner, then these are regarded as being 'out-with the progression routes'. The institutions involved do not have to recognise the SWAP access programme. **You must ensure that you contact SWAP in advance (no later than November 30th) to ensure that the institution will recognise your application. If you do not, then you may waste one of your UCAS choices.** Please email us at

swapwest@scottishwideraccess.org, giving your full contact details and listing all of your intended UCAS choices.

SWAP Students and Disclosure of Criminal Convictions

If you are a student applying through UCAS, you will be asked to disclose whether you have any criminal convictions. It is essential that you make an honest declaration as checks will be carried out. Failure to disclose any details will exclude you from your chosen course.

For nursing and health courses involving work with children or vulnerable adults, you must declare any criminal convictions including spent sentences and cautions (including verbal cautions). You should note that, as part of the application process, the University will require membership of the Protecting Vulnerable Groups Scheme (PVG scheme) for further information on the PVG scheme please visit www.disclosurescotland.co.uk.

If you are in any doubt over your declaration, please speak with a Higher Education admission tutor in your area of interest.

Kenneth Anderson, Director, SWAPWest.

By registering with SWAP, you confirm that you have read and understand this SWAPWest Student Agreement. If you are unsure about any of the issues highlighted in this agreement please ask your tutor or contact the SWAP office.