

Introduction to SWAP East Prep for HE

The SWAP East Preparation for Higher Education (Prep for HE) materials have been designed to complement your studies on your access programme. What we hope is that by working through the materials you will build and develop the confidence, self-awareness and academic skills you will need to progress your studies and be successful in them.

What is Prep for HE?

Prep for HE is an important part of your SWAP East access programme. It consists of a range of activities, which include completing college-based personal development units, attending university open days and SWAP East study skills events and working your way through the SWAP East Prep for HE materials.

When should I work on the Prep for HE materials?

There is no fixed schedule for completing the Prep for HE materials; you should complete them at your own pace in the way that suits you best. You can complete them online or print them off and fill them in by hand. You must make sure that you save your work so you can show you have done it.

How long will it take to complete the Prep for HE materials?

At the beginning of each set of materials, you will find a recommendation for the time it should take you to complete them and at what point during your access programme you should aim to work on them.

What are the Prep for HE materials for?

The aim of the Prep for HE materials is to prepare you for the next step (up) in your studies. The materials include exercises which will challenge you, develop your academic skills and encourage you to be reflective and think critically. The materials also include information that will help you as you research which college or university you want to study at and how to apply. You can also refer to the table on page 2 of this document.

What if I need help?

Your tutor can help you with any questions you have about the Prep for HE materials. You can also contact the SWAP East team anytime. We will be happy to help you.

Prep for HE contents

Section	Content	When to complete	Time to complete	Date completed
A	Introduction	About the Prep for He materials.	Aug/Sep	10 mins
B	Taking stock 1: my skills	Intro to core skills. Consider the skills you have and these might be useful for your studies.	Sep	2-3 hrs
C	Study diary	Record your thoughts and reflect on your progress throughout the year.	Sep-Jun	30 mins-1 hr per entry
D	Taking stock 2: making progress	Exercises and guidance to help you consider your future study options.	Oct-Dec	2-3 hrs
E	Interview skills	Exercises and guidance to help you prepare for interviews.	Jan-Mar	3-4 hrs
F	Presentation skills	Exercises and guidance to help you prepare to give oral presentations.	Feb-Apr	2-3 hrs
G	Study skills	Exercises to help you reflect on and develop your study skills.	Nov-Jun	10 hrs
H	Finance	Exercises and guidance to help you think about how you will finance your studies.	Nov-Jun	2-3 hrs
I	Taking stock 3: achieving your goal	Exercises to help you prepare for entering higher education.	May-Jun	2 hrs
J	What happens next?	What happens once your college/university place has been confirmed.	May-Jun	10 mins