



Student Newsletter

UWTSD LONDON – TRANSFORMING EDUCATION, TRANSFORMING LIVES

Welcome to the New Term at UWTSD London!

Welcome to the new term at the UWTSD London campus! Whether you're a new or returning student, we're happy to have you here.

For new students: Starting at a new university can be both exciting and challenging. You're now part of a supportive community. Explore, ask questions, and make the most of the resources available to you.

Here are some useful links to help you settle in:



- Settling In Guide: [How to Settle In](#), Find tips to help you access and download essential letters you might need during your time here, discover a range of benefits available to students, including discounts and support services, and learn about the numerous benefits of studying at UWTSD and how it can positively impact your life.
- International Students: [International New Starters](#), Useful advice for our international students to help you adjust and thrive in your new surroundings.
- [Your First Few Days](#) at UWTSD, A comprehensive guide to help you navigate your first few days at the university, including important information on student ID, the student union, and other essential services.
- Student Travel Cards: [Student Travel Cards](#), Information on how to apply for student travel cards, which offer discounted travel rates on public transportation.

We are here to support you every step of the way.

Student Support Services

At UWTSD London, we are committed to providing comprehensive support to our students through various professional teams. Here's how we can assist you face-to-face:

Team	Enquiries Supported	Availability
Student Engagement Team	Engagement, student letters, interruptions, withdrawals	Mon-Sun, 10 AM-2 PM
Assessment Team	Assessments, assignments, exams, Extenuating Circumstances procedure	Mon-Sun, 10 AM-12 PM; 1-3 PM
Finance Team	Student Finance	Mon-Sun, 1-2 PM
Admissions Team	Applications and admissions enquiries	Mon-Fri, 3-4 PM

Please note that our teams will be hot-desking on the first floor at 1 Westferry Circus. For the latest schedule and further assistance, please check the information on your [Moodle](#) platform.

P.S. The London Comms Box; Londoncomms@uwtsd.ac.uk, is exclusively for important communications related to students. Please contact the relevant team in the table above, if you have any enquiries.



Learning Support (Disability) Drop-in Hours

Our dedicated Disability Officers will be available to assist you during the following times:

- Monday, Tuesday, Thursday, Friday, and Saturday: 1-2pm

To access drop-in support, you will need to sign the sheet upon arrival and wait for a 5-10 minute appointment with a Disability Officer. Please note that the Disability team is only available for drop-in appointments at the specified times. Kindly refrain from knocking on the office doors.

For longer appointments, click [here](#) or speak to reception for assistance.

We look forward to supporting you!

Your Students' Union Advice Service

We appreciate that throughout your journey, you may need some support along the way. Our advice is free, confidential and independent and our team is on hand to support students ensuring you have the right information to make informed decisions.

Student Union Advice have a number of self-help resources for students on our webpage which has recently been updated to improve accessibility. Student Union Advice can provide information and guidance on the below academic processes:

1. Academic Appeals
2. Extenuating Circumstances
3. Complaints
4. Academic Misconduct
5. Non-Academic Misconduct
6. Fitness to Practice



The advice team can also provide support around housing, finance and well-being as well as signposting to organisations that may be able to provide further specialist support.

How can I contact the advice team? You can contact the advice team by:

1. Emailing unionadvice@uwtssd.ac.uk
- OR
2. Completing the advice form here: [Advice - UWTSD Students' Union](#)

Subject to availability, you can request a face-to-face appointment with our London based adviser, based in 1 Westferry Circus on the ground floor by the student area.



UWTSD Student Union

Whether you are a new or returning student, we want to ensure you make the most of your time here, and a big part of that is getting involved with the UWTSD Students' Union. All UWTSD students are automatically members of the Students' Union (SU), so you're already part of our community!

The Student Union offers free, independent, and confidential advice to help you navigate university life and any personal challenges you might face. Your opinions matter, and through our network of student representatives, SU also ensures your voice is heard by the university. From Welcome Weeks to events, they have something for everyone.

Whether you're into sports, arts, or something else, there's a club or society for you. And if there isn't, you can start your own! You can find the Students' Union in the purple office on the ground floor, right next to the student common room. Also, you can find the event lineup on our website right now at [UWTSD Students' Union Welcome](#).

Calling all UWTSD leavers!

Are you a final year student? If so, your thoughts will soon be turning towards exams, graduation and preparing for future employment. Our team of friendly and knowledgeable Librarians and Digital Skills Advisors are here to help guide you through the next few months and prepare for a successful future!

Keep an eye on our social media channels @UWTSDlib (Facebook, Instagram & Bluesky) and the student newsletter for valuable hints and tips on preparing for life after university, such as:

- Training sessions, short courses and tools that will help you develop and evidence your digital skills for the workplace
- How to submit your E-Thesis
- UWTSD library services you retain access to as an alumni
- A handy checklist, so you don't become overwhelmed
- So, if you're ready to get started why not take a look at our UWTSD leavers guide to find out more! – [UWTSD Leavers](#).

We also value your opinion. So, if you have a moment, please click [here](#) to recommend a library resource or service that you found particularly helpful, your advice could benefit future UWTSD students!



Exam Preparation Guide

Stress can seriously hinder performance when it comes to acing exams. It triggers hormones that affect focus, memory, and decision-making, leading to self-doubt and reduced confidence. Managing your stress isn't just about well-being, it's a key strategy for optimizing cognitive abilities and performing at your best during exams.

Over the coming week keep an eye out on our social media channels @UWTSDlib (Facebook, Instagram & Bluesky) for our studying techniques, tips and tricks! We'll share advice on managing stress and anxiety, studying techniques and support you can access.

We'll also share a range of resources available to you in the library that can help you prepare and study for your upcoming exams.

Get exam ready by looking at our Exam Preparation Guide, [Exam Preparation Guide](#)

Also, if you have any study techniques, tips & tricks you want to share with us that we can pass onto students just scan the QR code below!



Graduate Outcomes Survey – Closing Soon

Completed a course between August and October 2024?

Your voice matters. Take the Graduate Outcomes Survey today and help shape the experience of future students.

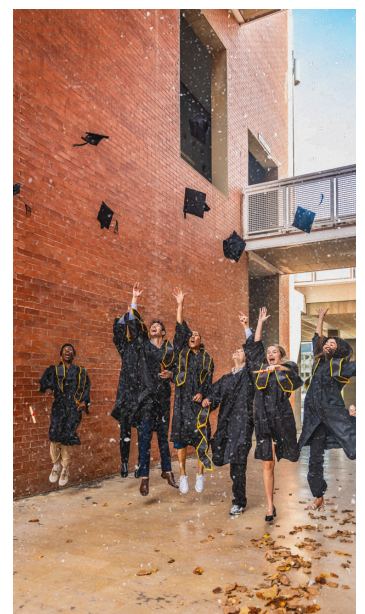
Survey Closing Date: 28 February 2026

Please check your inbox for an email from:

UniversityOfWalesTrinitySaintDavid@graduateoutcomes.ac.uk

or look out for text messages from 'GradOutcome'.

Thank you for taking part.



Introduce a Friend' Scheme

Know someone interested in joining our London campus at the University of Wales Trinity Saint David?

If so, we've got great news!

You're one of our best ambassadors, who better to share the UWTSD experience than our own students? To thank you for spreading the word, we're excited to launch our **'Introduce a Friend'** scheme.

Here's the reward:

Refer a friend, and if they join us, both of you will receive a **£250 Amazon voucher!**

To take part, please complete the referral form [here](#), or if you want to learn more email London Admissions at LondonAdmissions@uwtsd.ac.uk

Fire Safety Procedures!

On our campus, safety is our top priority. In the event of a fire, please follow these guidelines to ensure everyone's safety:

1. **Evacuation Process:** The fire alarm system will announce a tiered evacuation, starting with high-risk areas. Remember, elevators are off-limits during an evacuation.
2. **Immediate Action:** Promptly follow a Fire Marshal or Warden to the nearest exit. Adhere to their instructions and stay with them until it's safe to return.
3. **Meeting Point:** The designated meeting point in case of a fire evacuation is Cabot Square, where the big fountain is located.
4. **Assistance for Individuals with Disabilities:** For individuals requiring assistance during evacuations, designated refuge points are available. These safe spaces provide a waiting area for help. Additionally, evacuation chairs are located at the Refuge Call Points on the 1st floor, outside Lecture Hall 101 and Lecture Hall 102.

Please ensure you are familiar with them and know the location of the nearest exits and refuge points.



Important Notice: Smoking Policy Reminder

It has come to our attention that some students have been using the plant pots next door for cigarette butts. We kindly ask everyone to respect our neighbours and the environment by refraining from this practice.

Remember, smoking is not permitted on campus except in the designated smoking area. For our campus, the designated smoking area is [Columbus Courtyard](#), which is the yard behind the campus. This space is equipped with proper disposal bins to ensure cleanliness and safety. Please make sure to use this area if you need to smoke.

Smoking outside the front of the building or anywhere else on campus is prohibited. Anyone found to be smoking in areas other than the designated smoking area will be subject to non-academic misconduct procedures.

Boost Your Digital Skills

Ready to build your confidence with digital tools? Here's how you can begin your journey and make the most of the support available at UWTSD London.

Check out the [Digital Essentials Guide](#) for:

- How to get connected at UWTSD.
- Advice on laptops and Microsoft software.
- Further support information.

Visit the [UWTSD DigiCentre](#) to:

- Access hundreds of resources in the [Resource Finder](#).
- Find out how you can [access LinkedIn Learning for free](#) with your student account.

Visit the [London Digital Skills Site](#) to:

- Book an appointment
- Find contact information
- Access digital skills resources including:
 - Microsoft Word, PowerPoint, and Excel support
 - OneDrive support
 - LinkedIn Learning courses
 - The UWTSD DigiCentre
 - ...and more!

Take the first step today, your digital journey starts here!



Enhance Your Academic Experience with LapSafe

We are pleased to introduce LapSafe, a cutting-edge solution designed to support students in their academic endeavours. LapSafe provides self-service Smart Lockers, allowing students to **borrow fully charged laptops** conveniently and efficiently. Located within the library area on the ground floor, near the IT desk, all you need to do is tap your student card on the reader and follow the instructions on the screen.

Terms and Conditions*:

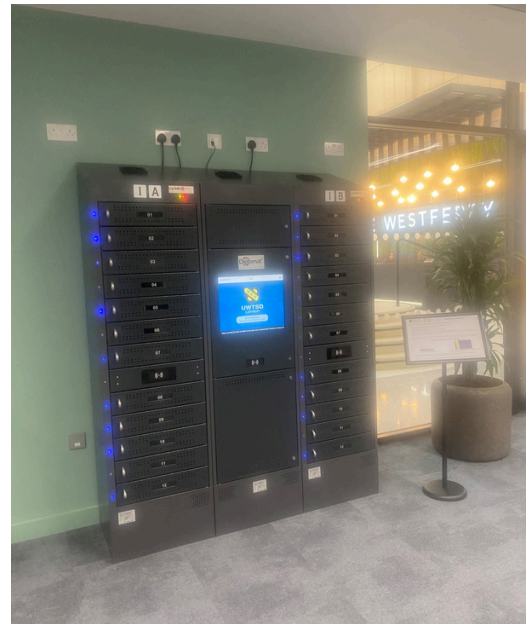
- Devices must be returned within 4 hours.
- Ensure the device is plugged back into the USB-C charge point.
- Devices cannot be taken off-site.
- The bay light must turn red for charging to confirm a successful return.

Please note that a laptop is issued on the understanding that it becomes the sole responsibility of the student until it is returned. You are accountable for the proper use and maintenance of the laptop while it is in your possession and will be liable for any costs due to loss or damage.

When borrowing a laptop, please check for any physical or screen damage and ensure the laptop is in good working order. Report any damage immediately.

We strongly advise saving your work onto OneDrive or a USB memory stick, as any work lost cannot be recovered once the laptop is returned.

Please ensure you return the laptop to the correct cabinet and corresponding bay number. Do not forget to reconnect the USB-C power supply and close the bay door.



First Come, First Served

Please note that this service is particularly aimed at students who do not have a laptop. Laptops are provided on a first come, first served basis, so be sure to take advantage of this resource early.

We invite you to embrace this innovative solution and enhance your academic experience with LapSafe. For more information, please contact our campus IT department.

Please note that the terms and conditions are subject to change.



Stay connected with us!

We've always been active on social media, sharing the latest events, news, student stories, academic support, job opportunities, and much more!

It's the perfect place to get the most up-to-date information and stay connected with our community. Don't miss out on any updates!

Follow us on social media by clicking on your preferred platform below:



Facebook



Instagram

CHECK OUT OUR SOCIAL MEDIA



LinkedIn



formerly Twitter

TRANSFORMING
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www.uwtsd.ac.uk/london