

# international prospectus 2012/2013

Committed to your success



**Highbury  
College is  
No.1 in  
England\***



**Ofsted  
outstanding  
grade 1**

**achieve it!**  
[www.highbury.ac.uk](http://www.highbury.ac.uk)



## Welcome to Highbury

As Principal & Chief Executive of Highbury College, Portsmouth I am delighted you are considering studying here. I look forward to warmly welcoming you to this College in the very near future. At Highbury College, we are committed to assisting you through every aspect of your international student journey from your initial enquiry to achieving your educational aspirations.

Over the past twenty five years we have supported thousands of students from overseas and we greatly appreciate the fresh perspective that international students bring to our learning environment and diverse culture.

When choosing an overseas College to further your studies you will want to consider many factors, such as location, reputation, facilities, student support and opportunities to progress to top universities and beyond.

Highbury College is located in the city of Portsmouth on the south coast of England, which is a safe and friendly place to live, work and study. Shops and museums, city beaches and stunning local countryside are within easy reach. The city has excellent transport links and is only 100km (60 miles) from London. The nearest airport is half an hour away.

We foster a caring and supportive environment where students can aspire, be productive and grow as individuals. You can choose to live on site in our Halls of Residence at Highbury Campus or in welcoming homestays with carefully selected families. Communal lounges, cafeterias and a variety of sporting facilities make our College a wonderful home away from home.

At Highbury you have every chance to succeed. The UK government's Office for Standards in Education (Ofsted) has judged the College to be outstanding. Our 2009/10 student success rates make us the top general further education college in England.

Our recent multi-million pound investment means that we can offer you world-class resources. Our state of the art learning environments and highly experienced staff ensure that you develop the practical and technical skills you need to succeed.

From the moment you arrive, we will do our utmost to ensure you get the most from life in the UK. We provide an orientation programme to help you settle into your new home. Our dedicated teams at the International Office and Student Services will do all they can to assist you.

Highbury's international students have achieved great things over the years, from gaining valuable qualifications and places at top universities, to launching successful careers. Highbury can be your passport to a successful future, too.

**Stella Mbubaegbu CBE**  
Principal & Chief Executive



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# Our mission

# To enable all our students to succeed



## Highbury International

You can be assured of a warm welcome at Highbury. Staff are committed to offering you the best opportunities and are happy to answer your questions, introduce you to the College and the local area and support you throughout your studies from your first enquires through to graduation and beyond.

Even before you enrol we will make sure the course you are offered is suitable for you. We will then help you fill in the application form, complete the visa process and find the most suitable accommodation.

Upon arrival you will be introduced to the staff in the International Office and your personal tutor, who will be able to talk to you about all aspects of College life including the Students' Union and Highbury Academies. During the induction programme you will be presented with your calendar of social activities.

At Highbury you will be supported every step of the way. We find solutions to make your time here really productive, so that you get the most from your studies. Additional English language tuition, careers advice, including help with university applications and personal counselling, are all readily available.

Contact does not stop when you move on from college. Keep in touch with us through Highbury Reunited, our alumni association and on our Facebook, twitter and Linked in pages.

### Highbury's International Office offers:

- Course advice and support
- Visa advice
- Accommodation, airport pick-up and transfers
- College induction programme
- Local area orientation
- Help registering with doctor, dentist and police
- Help with opening bank accounts
- Social activity programme and volunteering opportunities
- Help with university applications and UCAS
- Employment and career guidance

### For more information speak to one of our advisers

**international@highbury.ac.uk**  
**+44 (0) 23 9238 3131**

**www.highbury.ac.uk +44 (0) 23 9238 3131**



## An outstanding College



Our 2011 report by the UK Government's Ofsted inspectors graded Highbury College as outstanding. The 'outstanding' grade is the highest possible grade awarded by Ofsted and shows that we are succeeding in all cross-College aspects of our work, including how well learners achieve and enjoy their learning (outcomes for learners) and how effectively we support learning and development (quality of provision).

"Outcomes for students are outstanding. Students have very high standards of work and develop very good practical and work-related skills. Many students win awards at regional and national competitions. They make very good progress during their courses and achieve high rates of progression to further and higher education, and employment." Ofsted 2011.

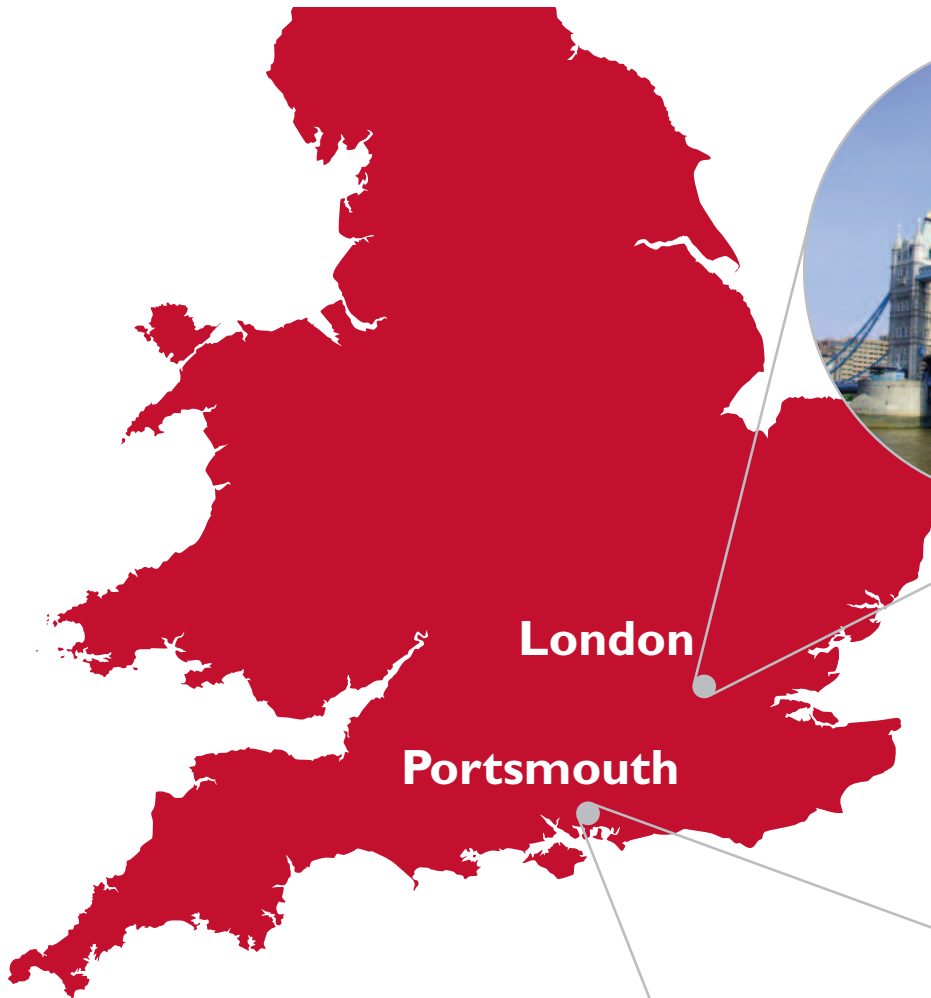
## British Council accreditation



Our English Language teaching is accredited by the British Council, which reflects the high quality of teaching we provide. The British Council is an independent body that promotes British culture and education throughout the world. British Council accreditation shows that the quality of our teaching meets the high standards required by The British Council.

As an accredited College, we are strongly committed to ensuring we meet British Council standards and that each and every student enjoys their stay. Our reputation is based on both the quality of our teaching and the personal care and attention we provide to all of our students.

# Portsmouth – the great waterfront city



Highbury College is situated in Portsmouth on the south coast of England. Portsmouth is the United Kingdom's only island city and is a great place to live, study, work and visit. It has a popular seafront and one of the best climates in Britain.

Besides the water and marine activity, other attractions on the seafront include miles of green parkland, a funfair, rose gardens and a boating lake. During the summer you can enjoy festivals and live music, or just meet up with friends. Portsmouth is a vibrant city and has much to offer in terms of entertainment (plenty of bars and clubs) and culture – theatres and art galleries.

Portsmouth is within easy reach of Gatwick and Heathrow airports.

#### British Rail journey times from Portsmouth (Cosham)

London (Waterloo): 1 hour 43 minutes

Brighton: 1 hour 13 minutes

Chichester: 20 minutes

Southampton: 30 minutes

Winchester: 40 minutes



## Spinnaker Tower

In 2004 Portsmouth's skyline was transformed by the eye-catching 170 metre high Spinnaker Tower. From the Crow's Nest at its top you have stunning views of Portsmouth Harbour, the south coast and the Isle of Wight.

## Culture and history

Portsmouth is the current headquarters of the British Navy. It has a huge harbour packed with naval craft of every imaginable type, from Tudor warships and 19th-century gunboats to Second World War submarines and modern aircraft carriers. One of its most famous attractions is the Historic Dockyard, home to the world famous warships HMS Victory and the remains of King Henry VIII's favourite ship The Mary Rose.

## Shopping

There are some great shopping areas in Portsmouth, including Gunwharf Quays, the city's landmark waterfront development, which has over 65 designer outlet stores, as well as bars, restaurants and a cinema. Southsea's Palmerston Road has a wide range of shops, including independent outlets, department stores and high street names.

## Music and nightlife

The city's music scene is thriving, with many live music venues. Big name bands and other touring attractions play at the Portsmouth Guildhall. Independent acts and comedy can be enjoyed at the Wedgewood Rooms in Southsea. Guildhall Walk is the place to go clubbing and Gunwharf Quays is a popular spot for nightlife. You will find a diverse range of restaurants and pubs in the Albert Road and Palmerston Road areas of Southsea.

## Sport and fitness

Keeping fit is easy in Portsmouth. The seafront promenade is perfect for jogging and walking, while the recently refurbished Mountbatten Centre has a 50m swimming pool, health suite, gym and a 400m athletics track. Portsmouth's naval heritage and safe harbour mean that there are many opportunities to learn about sailing and watersports. Portsmouth is also an ideal destination for football enthusiasts as it is home to Portsmouth Football Club (PFC), proud winners of the 2008 FA Cup. PFC's ground, Fratton Park, is known for its great atmosphere and passionate fans.

## Further afield

Portsmouth's location, in southern England, is ideal for easy access – being only 100km (60 miles) from London and half an hour from the nearest international airport. Mainland Europe is within easy reach by ferry, as Portsmouth is one of Britain's best-connected ports. Closer to home, Brighton, Winchester and the Isle of Wight are nearby.

Picture postcard villages and beautiful countryside, such as the New Forest and South Downs National Park, are close by. Or you could travel west along the coast to Lyme Regis, where you can find fossils on the beach that are more than 185 million years old.

# 1<sup>st</sup> for student success

With high academic standards, excellent student support and stunning resources, Highbury College is committed to offering you the very best.



## No.1 College in England

We are the top College in England for student success. At 92.2%, our 2009/10 student success rates make us the top-performing general further education college in England. This means that students at Highbury are more likely to gain their qualifications than at any other general further education college in England.

Name	County	Success Rate %	Rank
<b>HIGHBURY COLLEGE PORTSMOUTH</b>	<b>Hampshire &amp; IOW</b>	<b>92.2</b>	<b>1</b>
Runshaw College	Lancashire	91.2	2
Harlow College	Essex	88.3	3
Southampton City College	Hampshire & IOW	88.1	4
Wirral Metropolitan College	Greater Merseyside	87.9	5
Hereward College of Further Education	Coventry & Warwickshire	87.0	6
South Devon College	Devon & Cornwall	86.5	7
South Birmingham College	Birmingham & Solihull	86.4	8
New College, Durham	Tyne & Wear	86.4	9
Croydon College	London South	86.0	10



# Learn by doing



At Highbury you learn by doing. Activities include live projects commissioned by employers, group work to build your team skills, work shadowing, industry visits and frequent guest lectures.

All our courses focus on your career and have been designed in partnership with industry and professional bodies to give you the skills you need for work and further study. Highbury lecturers have extensive industry experience and maintain close links with employers to ensure that your course is relevant and up to date.

Our full-time courses include work placements so you can gain relevant work experience. Our full-time foundation degrees in Hospitality Management and Travel and Tourism Management, for instance, include a 22-week work placement, which can be anywhere in the world.

We work closely with employers to maximise your employment and work placement opportunities. In 2011 we worked with over 800 employers including EADS Astrium, BAE Systems, BP Oil, British Telecom, BUPA, P&O Ferries and Vosper Thornycroft. Our strong links with employers also provide you with opportunities for employment. It is not unusual for students to be offered full-time work following their course.

Volunteering activities through our Leadership Academy will widen your career options and promote enterprise and entrepreneurship. Options include classes in setting up your own business and taking part in an enterprise competition judged by external business people.

## High academic standards

Our emphasis on practical learning is complemented by high academic standards. The combination of academic and work skills you acquire at Highbury College will enable you to make a smooth transition to the world of work.

You can be assured that you will leave Highbury with the up-to-date skills and knowledge that business and the professions look for in their employees. In addition, you will have the academic credits that can form part of your future learning, such as study at university.

# Superb centres

At each of Highbury's centres you will find amazing resources, realistic teaching environments, friendly and supportive staff and every encouragement for you to achieve your potential.



Highbury  
Campus



Highbury  
City of  
Portsmouth  
Centre



Highbury  
Northharbour  
Centre

# World-class facilities

No matter what course or training you undertake at Highbury, you are certain to benefit from the College's world-class facilities. Our recent investment in new buildings and equipment means you can take advantage of some of the most advanced training resources and professional learning environments in the UK.



## Outstanding resources

Highbury College has six centres in and around Portsmouth.

At each centre you will find state-of-the-art facilities, realistic learning environments, friendly and supportive staff and plenty of encouragement for you to achieve your potential.

- Study in modern classrooms with the latest e-learning technology
- Experiment in electronic and science laboratories
- Work in a dedicated centre for construction, with the latest work-related training environments
- Get connected in Cisco Academy computer network training rooms
- Get your hands dirty in our motor vehicle workshops and marine engineering workshop
- Try new designs in our hair and beauty training salons
- Make something in our professional training kitchens and serve in an 80-seat training restaurant
- Be on the cutting-edge in our television and radio studios and Apple Mac newsrooms
- Experience real life in our simulated aeroplane cabin, nursery, retail and healthcare suites
- Learn in a specialist environment for dental health
- Make a statement in our art and design studios
- Participate in our performing arts theatre
- Listen, write and learn in our lecture theatre
- Keep fit in the sports centre

## Information technology

At Highbury you have access to the latest e-learning technology. MyCourse, our virtual learning environment, enables you to access learning materials 24/7 and communicate with staff and fellow students. MyTube, an online video library, allows you to watch films related to your area of study, while MySearch makes it easy to search the Highbury's e-resources from a single webpage. Digital signage around the College includes live class timetables and up-to-the-minute information about College events.

## Libraries and learning resources

There are three separate College libraries situated at Highbury Campus, Highbury Northharbour Centre and Highbury City of Portsmouth Centre. Personal study is also assisted by wireless technology in all three libraries for students wishing to use their personal laptops.

We provide a variety of resources, equipment and services to meet your individual learning needs including:

- Books
- E-books
- Newspapers and magazines
- CD-ROMs and DVDs
- Computer and Internet access, including wireless provision for laptops
- Electronic resources
- Inter-library loans
- Assistive technology
- Careers information
- Study areas, including an HE study area
- Photocopying facilities, laminating and binding services

# Student life at Highbury

You can experience much more at Highbury College than just studying. You are encouraged to develop new interests, make friends and have fun. Our varied and exciting programmes ensure you have the chance to meet other international and UK students.

## Students' Union

Join the College's Students' Union and you will benefit from free services and social activities including sports, trips, clubs and societies, as well as discounts in stores and leisure outlets. As well as helping you make the most of your time at Highbury, the Students' Union plays an important role in representing international students at the College.

## Day trips

A variety of trips are arranged each year to widen your experience of the UK and get the most from British culture - recent visits have been to Stonehenge, Bath, Cardiff and Arundel. You could also take part in trips to theme parks, exhibitions and visits to employers.

## Social events

Each year we organise a calendar of events for international students including barbecues, cinema nights and dancing. A number of annual shows take place throughout the year, including our popular Art & Design and Fashion Shows. Another important event is the Celebration of Achievement, in July, when students put on traditional gowns and mortar boards to collect their certificates.

## Highbury Theatre Company

The Highbury Theatre Company provides an opportunity to work on theatrical productions with students and staff from across the College. The company is open to everyone. If you don't want to act, you can help with props, sound, lights, costumes or marketing and production.

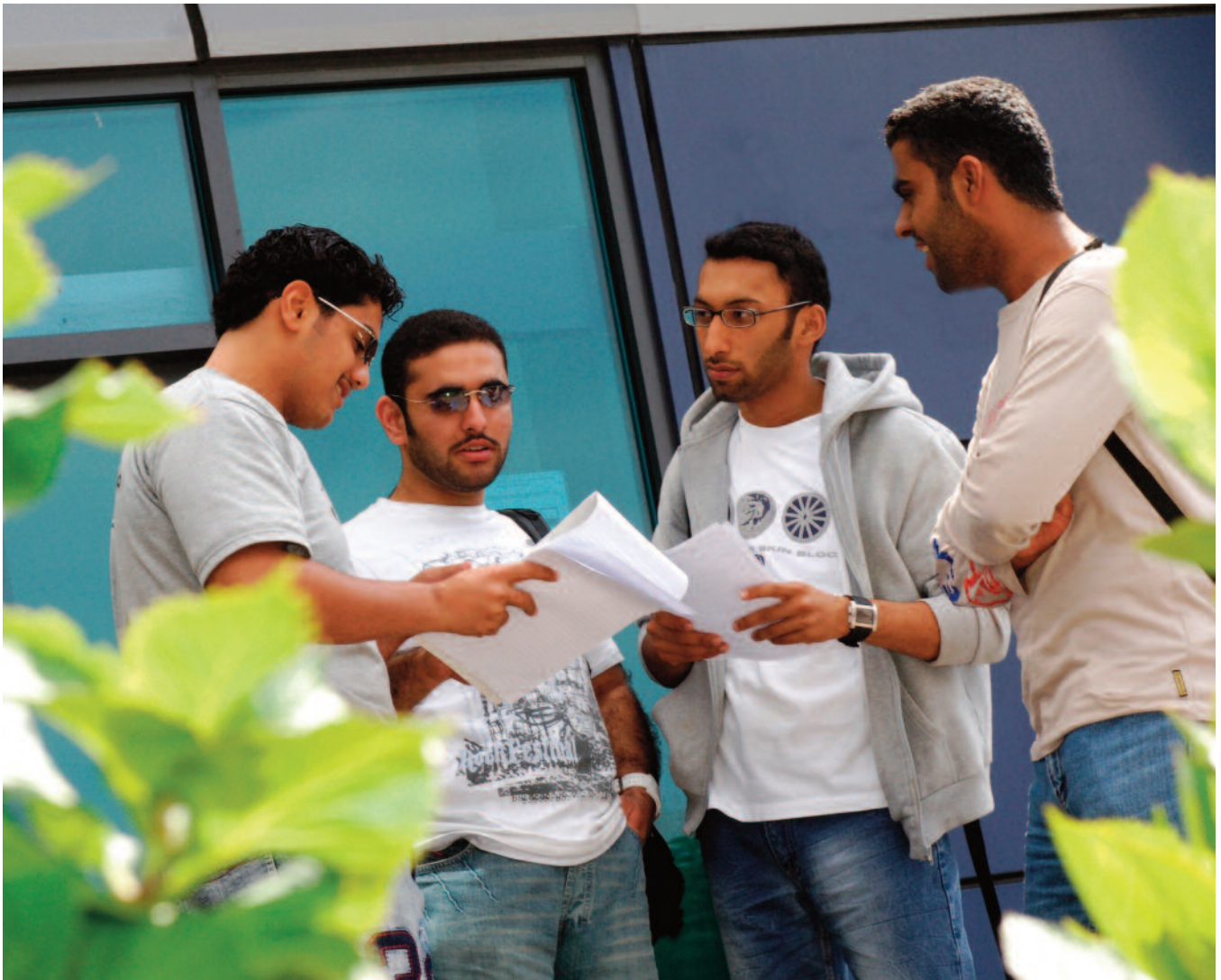
## Sports Centre

If you want to keep fit or play sports, join the Sports Centre whose facilities include a sports hall and fitness and dance studios. A number of clubs run regularly including badminton, basketball and five-a-side football (soccer).

## Eden hair and beauty

The College's hair and beauty salons offer many treatments including massages, facials and haircuts, all carried out by students under the supervision of highly qualified staff. The salons are open to students and let you enjoy high-quality treatments at competitive prices.





## Highbury Academies

Highbury's Academies offer students a chance to develop their skills, broaden their experience and take part in a range of enjoyable activities.

### **Skilled & Talented Academy**

For students who want to enter competitions at a local, regional, national or even international level.

### **University Academy**

This includes career advice, help with interviews and application forms for anyone keen to move on to university.

### **Leadership Academy**

Develop your leadership and communication skills.

### **Sports Academy**

Choose from a wide range of sporting activities and take additional qualifications in sports leadership, customer service and first aid, alongside sport related courses.

### **Career Academy**

Improve your job prospects with a paid internship.

## Food and drink

Highbury's cafeterias provide a tempting choice of food and drink throughout the day.

Students can visit The Galley, Highbury Campus, for breakfasts, lunches and hot and cold snacks including Fairtrade products and healthy eating options. Amigos serves light bites, snacks, confectionery and hot and cold drinks.

The modernist styled Atrium, at Highbury City of Portsmouth Centre (HCPC), is a light and relaxing area serving a varied menu of hot and cold food. The Atrium is run by Highbury College staff and students. Chimes Fine Dining, at HCPC, is the College's high-quality restaurant. Chimes is operated by students in training, many of whom go on to work at some of the world's best restaurants and hotels. You are free to book a meal and enjoy top-quality cuisine and service without having to pay top-end prices.

The catering service at Highbury Northarbour Centre offers a variety of hot and cold meals, snacks, confectionery, and drinks.

# Your passport to university

Should you want to progress to university, Highbury tutors will ensure you achieve the technical ability you need in writing, speaking and reading English. We have excellent success rates and in 2010/11 100 per cent of our international students progressed to university.

We offer excellent further study advice and will support you when applying for and preparing for university. You could even meet a degree student and sit in on classes to find out what university life is really about.



## Last year our students progressed to the following universities:

Aston, Birmingham  
Bath  
Birmingham  
Bournemouth  
Brighton  
Bristol  
Brunel  
Cardiff  
City University London  
Coventry  
De Montfort, Leicester  
Dundee  
Durham  
Edinburgh

Greenwich  
Hull  
Keele  
Kent  
King's College, London  
Kingston, London  
Lancaster  
Leeds  
Liverpool  
Liverpool John Moores  
London Metropolitan  
London School of Pharmacy  
London South Bank  
Loughborough

Luton  
Manchester  
Newcastle  
Northumbria at Newcastle  
Nottingham  
Portsmouth  
Reading  
Royal Holloway, London  
Southampton  
Surrey  
Swansea  
Warwick  
York

# Get on the right course

Please take a moment to consider the exciting range of qualifications we offer. We want you to enjoy your studies and will take time to assist you to make the most appropriate choice and help you enrol on the right course.

## English Language

Highbury's English Language courses are accredited by the British Council. Practical classes run throughout the year and are perfect for anyone who wants to improve their English to get a better job or continue their education in the UK.

## Access to Higher Education

The College's International Access to HE programme has excellent success rates with students progressing to universities throughout the UK. The programme is specifically designed for students who require additional support to prepare for higher education. Successful completion of the programme, together with a suitable level of English, will enable you to apply for a degree at university.

## A Levels

A Levels are one of the main routes into higher education. A Levels are divided into two courses – AS and A2 – and take two years to complete. A Levels help you to gain UCAS points for a foundation degree at Highbury or a degree at university. You will also develop core skills like working with others and problem solving and develop the real world, practical skills valued by employers.

At Highbury there are more than 25 A Level subjects on offer. You can choose to study three or four A Levels on a full-time programme.

## Higher National Certificates and Diplomas (HNCs/HNDs)

HNCs are highly valued by employers and can often lead directly to employment. If completed with high grades the HNC can be 'topped up' to an HND, which can lead to the third year of a degree.

## Foundation degrees

Highbury's foundation degrees are higher education qualifications that combine academic study and work-based learning. They are designed with the help of employers and are equivalent to the first two years of an honours degree. They can be taken as a stand-alone qualification or you can 'top up' to the final year of an honours degree at university.

## Vocational courses

We offer a wide range of full-time vocational courses. You can choose from a number of qualifications, depending on your previous qualifications and experience. Students on an English Language programme can combine their language course with a vocational subject, which could lead to a recognised qualification.

## Progression routes



# English Language courses



## English as a Foreign Language (EFL)

If you are looking to improve your English language skills, Highbury College offers intermediate, advanced and pre-sessional English language courses to prepare you for future study on Pre-access, Access, Foundation Degree and university level courses.

Our English Language teaching is accredited by the British Council, which reflects the high quality of teaching we provide.

You will practice and develop your reading, writing, listening and speaking skills. There are also activities to help improve your English vocabulary, grammar, spelling and pronunciation.

You will be given IELTS training and work on developing your score so you can go on to an Access to Higher Education Diploma at Highbury or on to university.

You will also be given opportunities to take short courses in a variety of vocational areas, including Business, IT and Hospitality.

You need to have studied English before taking these courses and have reached a minimum of IELTS 4.0 or equivalent. We will assess you at interview. If you are applying from outside the UK we will assess you online.

Fees – this is a full-cost programme and fees do apply. You need a student visa to study in the UK (see page 24).

## International English Language Testing System (IELTS)

IELTS is the International English Language Testing System and tests each student's level of English. There are two versions of the test: Academic and General. Students will take the Academic version of the test if they want to go to university, as it is accepted by universities throughout the UK.

Many universities ask for level 6.0 or 6.5. Some ask for higher levels and each student will receive advice on this during their time at Highbury.

Training is important for passing the IELTS test, which you can take at a centre near Highbury City of Portsmouth Centre. The courses are held throughout the year and you can come for 10 weeks or more. The IELTS course can be joined at different points to suit you.

The class will give you guidance on how to improve your IELTS score, training on the exam and how to improve your academic writing.

To join the IELTS programme, students are expected to be at a minimum IELTS level of 4.0 or equivalent.

### Hafizur Rahman says...

There are many good teachers here and I've made lots of friends. When I finish my course I will go back to my country and I want to become a businessman. The library is very nice and we can do a lot of sporting activities at Highbury College.

*English as a Foreign Language*



Accredited by the  
  
for the teaching  
of English



# Access to Higher Education



Our Access courses are specifically designed for students aged 19+ who require extra support to prepare for higher education. Courses are taken over one year.

Students from Highbury's Access to Higher Education courses have progressed to universities both locally and throughout the country. They include London SOAS, Warwick, Southampton, Sussex, York, Edinburgh, Portsmouth, Brighton, Manchester as well as the Universities of Chichester and Winchester.

## Access to Higher Education Diploma Level 3

The Access to Higher Education Diploma offers a range of pathways that could lead to a degree of your choosing, such as Nursing, Engineering, Teaching, Social Work, Maths, Physics and English. You will study different subject combinations according to the university entry requirements.

Pathways offered:

- Access to Nursing & Midwifery
- Access to Education & Social Work
- Access to Business & Marketing
- Access to Biological & Biomedical Sciences
- Access to Science & Engineering

**Qualification:** OCN Access to Higher Education Diploma Level 3

Depending on your chosen pathway, the subjects you could study include:

Maths	Chemistry
Psychology	Literary Studies
Marketing	English for Teaching
Statistics	Physics
Health Studies	English for Academic Purposes
Economics	IELTS
Biology	Computing
Sociology	Business Enterprise
Teaching and Education	Study Skills

### Jenny Cuhnova says...

One of the best things here is the very friendly atmosphere. The teachers will spend time with you after a lesson if you need it. They are very helpful. They always want you to do well and will always help you to do your best in everything. *Access to Higher Education*



# A Levels

A Levels are one of the main routes into higher education. They can also lead to a better job as they show employers that you can study an academic subject at an advanced level.

At Highbury there are more than 25 A Level subjects on offer. You can choose to study three or four A Levels or create your own mix of A Levels and vocational qualifications to prepare for university or employment.

There is also an option to complete an Extended Project to further develop your knowledge and skills, and gain additional university entrance points.

## What are A Levels?

A Levels are divided into two courses, AS and A2. An AS is studied in the first year and A2 in the second year. Combined together, they equal a full A Level.

A Levels can be studied on a modular basis, which means that you are assessed as you go along, rather than in one exam at the end of the second year.

## You can study the following A Levels at Highbury:

- 3D Design
- Biology
- Business Studies
- Chemistry
- Communication & Cultural Studies
- Computing & IT
- Dance
- Economics
- English Language & Literature
- Film Studies
- Fine Art
- Government & Politics
- Graphic Communication
- Health & Social Care
- Human Biology
- Interior Design
- Jewellery
- Law
- Maths
- Media Studies
- Performing Arts
- Photography
- Physical Education
- Physics
- Psychology
- Sociology
- Statistics
- Textiles
- Travel & Tourism



### Binami Eva-uku says...

The teachers are very dedicated at the College and are always happy to help. The teachers are always there to answer any questions I have. My long-term aim is to study medicine at university. *A Level Chemistry, Biology, Physics and Mathematics*



# Higher National Certificates and Diplomas (HNCs/HNDs)



HNCs (Higher National Certificates) and HNDs (Higher National Diplomas) enable you to gain a recognised qualification to do a particular job. They can also be 'topped up' with extra study to a degree at university.

HNCs and HNDs are very hands on. They allow you to 'learn by doing' and can lead to a new career or to promotion.

HNCs and HNDs are work-related (vocational) higher education qualifications. They are highly valued by employers, both in the UK and overseas and can also count towards membership of professional organisations.

HNCs and HNDs enable you to develop practical skills and normally include a period of work experience. They are normally assessed through assignments, projects and practical tasks that you complete throughout the course.

HNCs can be completed in one year. HNDs normally take two years.

## You can study the following HNCs and HNDs at Highbury:

### Business

- Edexcel BTEC HNC Diploma **Business**
- Edexcel BTEC HND Diploma **Business**

### Computing

- BTEC HNC Diploma **Computing & Systems Development**

### Engineering (Electrical & Mechanical)

- Edexcel BTEC HNC Diploma **Engineering (Electrical/Electronic)**
- Edexcel BTEC HNC Diploma **Engineering (Mechanical Manufacture)**

### Health & Science

- Edexcel BTEC HNC Diploma **Health & Social Care**
- Edexcel BTEC HNC Diploma **Applied Biology**



## Foundation degrees

Highbury College's foundation degrees are validated by the Universities of Portsmouth, Sussex and Westminster. Our foundation degrees equip you with the knowledge and skills employers need, as well as providing a flexible route into higher education.

Foundation degrees are a mix of academic study and practical workplace experience that give you the knowledge and skills employers need. Foundation degree students may be able to progress to the second or third year of a university degree to gain the full honours qualification, depending on their grades.

Foundation degrees are much cheaper than studying at university. Some offer work placements of up to 22 weeks as part of the course.

Our foundation degrees are designed to be flexible. You will learn in a way that suits you. This could combine distance learning, learning in the workplace and classroom-based study.

### You can study the following foundation degrees at Highbury:

- Foundation Degree (FdA) **Business Management**
- Foundation Degree (FdA) **Business with Marketing Management**
- Foundation Degree (FdA) **Business with Retail Management**
- Foundation Degree (FdSc) **Software Development**
- Foundation Degree (FdSc) **Computer Networking**
- Foundation Degree (FdSc) **Construction & Surveying**
- Foundation Degree (FdSc) **Construction Management**
- Foundation Degree (FdA) **Hospitality Management**
- Foundation Degree (FdA) **Travel & Tourism Management**

# Vocational courses

Vocational qualifications give you the skills that employers are looking for. You can choose from a broad range of subjects and get the skills and qualifications you need to start a job or progress in your chosen career.

You will learn in realistic work environments that are equipped with professional equipment, so you will gain the experience you need to succeed.

Our vocational courses for international students are available at Level 3, which is equivalent to A Levels. They can be taken on their own or combined with A Levels, which means you have also the option to go on to further learning at university.

## You can study the following Level 3 vocational courses at Highbury:

### Animal Care

- NPTC Subsidiary Diploma/Diploma in **Animal Management**

### Automotive & Engineering

- Edexcel BTEC Diploma in **Electrical/Electronic Engineering**
- IMI **Automotive Technical** Diploma

### Business & Administration

- Edexcel BTEC Diploma in **Business Administration with Accounting (AAT)**
- Edexcel BTEC Diploma in **Business Administration with (CIPD) HR**

### Computing & IT

- Edexcel BTEC Diploma in **IT**
- Edexcel BTEC Diploma in **IT (Business)**
- Edexcel BTEC Diploma in **IT (Networking & Systems Support)**
- Edexcel BTEC Diploma in **IT (Software Development)**

### Construction

- Edexcel BTEC Diploma in **Carpentry & Joinery**
- Edexcel BTEC Extended Diploma in **Construction & Built Environment**

### Creative & Media

- Edexcel BTEC Diploma in **Art & Design**
- Edexcel BTEC Diploma in **Creative & Media Production**
- Edexcel BTEC Diploma in **Fashion & Clothing (Year 2)**
- Edexcel BTEC Diploma in **Games Design**
- Edexcel BTEC Diploma in **Music Technology**
- Edexcel BTEC Extended Diploma **Creative & Media Production**
- NCTJ Diploma in **Journalism**
- Edexcel BTEC Subsidiary Diploma/Diploma in **Fashion & Clothing**

### Floristry

- NPTC Diploma in **Floristry**

### Hair & Beauty

- NVQ in **Hairdressing**
- VTCT Diploma in **Beauty Therapy Treatments**

### Health & Social Care

- Cache Diploma in **Childcare & Education**
- Edexcel BTEC Diploma in **Health & Social Care**

### Hospitality & Catering

- City & Guilds Diploma in **Hospitality, Supervision & Leadership**
- NVQ in **Professional Cookery (Patisserie & Confectionary)**
- NVQ in **Professional Cookery (Kitchen & Larder)**

### Performing Arts

- Edexcel BTEC Subsidiary Diploma/Diploma and Extended Diploma in **Theatre Production**
- Edexcel BTEC Subsidiary Diploma/Diploma in **Dance**
- Edexcel BTEC Subsidiary Diploma/Diploma in **Performing Arts**

### Public Services & Sport

- Edexcel BTEC Diploma in **Public Services**
- Edexcel BTEC Diploma in **Public Services (Year 2)**
- Edexcel BTEC Diploma in **Exercise, Sport & Fitness Instruction**



## Entry requirements

Students should meet our course specific academic requirements and English Language requirements. Students who do not meet our English Language requirements may wish to join one of our English Language courses.

Course	Entry Requirements
English Language	You must be at least 16. You will need IELTS 4.0 in all competencies or equivalent to obtain a Tier 4 Visa. We will accept IELTS 3.0 if you are obtaining a Student Visitor Visa to study.
Access to Higher Education	You must be at least 17 years old. There are no formal academic entry requirements, although you will need IELTS 5.0 or equivalent.
A Levels	You must be at least 16 years old. You will need 5 GCSEs at grades A-C or equivalent and have IELTS 5.5 or equivalent. Some A Levels have subject specific requirements.
Higher National Diploma (HND)	You must be at least 18 years old. You must have successfully completed a relevant qualification in the subject at Level 3, such as a National Certificate, or Diploma or equivalent, and have IELTS 6.0 or equivalent.
Foundation Degree	You must be at least 18 years old. You must have successfully completed an A Level or equivalent and have IELTS 6.0 or equivalent.
Vocational courses	You must be at least 16 years old. You will need four GCSE grades A-D, including Maths, Science and English, or equivalent and have IELTS 5.5 or equivalent.

# Fees for international students

Tuition fees should be paid in full before commencement of the programme. A £500 deposit payment is required to enable a CAS and Final Offer (visa support) letter to be issued.

**Please note:** applicants from 'high risk' countries are required to make full payment before the CAS is issued.

Full-time course fees for international students are currently as follows:

**English as a Foreign Language (EFL)**  
£4,680 for the complete academic year (£1,560 per term).

**Access to Higher Education (1 year)**  
Fees include registration and university placement  
£5,795 for each academic year

**A Levels (2 years)**  
Students will study 3 or 4 A Levels as part of two-year full-time programme  
£5,950 for each academic year

**Vocational courses (1 year/2 years)**  
BTEC National Diploma or similar Level 3 courses  
£5,950 for each academic year

**Foundation degrees & HNDs**  
Foundation Degrees or Higher National Diplomas  
£6,950 for each academic year



**Please note:** tuition fees do not cover exam fees, course books and additional costs related to the course including trips, course materials, uniform (where appropriate) and stationery. You will also need funds for accommodation and living expenses.

## Payment of fees

We recommend that payment be made by banker's draft, made payable to Highbury College Portsmouth or by bank transfer to:

Bank: The Co-operative Bank  
46/48 Arundel Street  
Portsmouth  
Hampshire  
PO1 1TD  
United Kingdom

Account: Highbury College Portsmouth (main account)  
Account No: 70399000  
Sort Code: 08-90-81  
ISBN: GB07CPBK08908170399000  
Swift Code: CPBKGB22  
Reference: Name of Student

## What if I change my mind?

As a general rule, the College does not adjust fees for withdrawals or give refunds. The exceptions are listed below:

- Should your visa application be refused the College will refund tuition payment less a £200 administration fee. For a refund to be made, the College will require a copy of the visa refusal document.
- Where the College decides to close the course a full refund will be given. Students will be automatically reimbursed for the fees they have paid and will not have to apply personally.
- Course fees are also refunded for extenuating circumstances, such as medical problems or bereavement. In these circumstances a personal application must be made in writing to the College Accountant.

For more information about fees and entry requirements email [international@highbury.ac.uk](mailto:international@highbury.ac.uk) or contact the College on +44 (0) 23 9238 3131.

# How to apply

Your step-by-step guide to applying for a course at Highbury College.

If at any time throughout the application process you require advice or support, please e-mail [international@highbury.ac.uk](mailto:international@highbury.ac.uk) and we will be able to deal with your queries quickly.

## Step 1 - Complete and return your application form

Complete an application form. Alternatively you can download a application form from [www.highbury.ac.uk](http://www.highbury.ac.uk). Once completed, please return the application form to the College. Together with your completed application form you will need to send us the following supporting documents:

- Copy of your passport.
- Copies of the certificates for any qualifications that you have already obtained.
- Evidence that you meet the English language requirements if you are applying for a course other than English as a Foreign Language.
- A reference letter from your school/college or employer
- A 150 word statement – this should be a brief statement of why you wish to study in England, your career or education plans, hobbies and interests

If any of your documents are in a language other than English (including qualifications) you will need to provide an official translation (UK NARIC). Your application will be acknowledged upon receipt. We will let you know within two working days whether your application to study at Highbury College has been accepted and you will receive a written Notice of Acceptance.

## Step 2 - Pay a deposit

A deposit payment of £500 is required before you can obtain a Confirmation of Acceptance for Studies (CAS) letter; You will also need to pay a deposit of £100 if you require accommodation. Bank details can be found on page 23 and will also be provided with your Confirmation of Acceptance to Study (CAS). We will issue you with a CAS. The CAS will enable you to make an application to the UK Border Agency for a Student (Tier 4) Visa.

**Please note:** applicants from 'high risk' countries are required to make full payment before the CAS is issued.

## Step 3 - Await an offer letter

On receipt of your application form and supporting documents we will send you a letter of acceptance confirming your place at the College and provide details about accommodation. This letter will tell you what you need to do next.

## Step 4 - Confirm your arrival

Please notify the College when your Student (Tier 4) Visa has been issued and we will contact you to confirm travel arrangements, accommodation needs, induction and orientation. If you require a taxi transfer from the airport this can be arranged for you at additional cost.

### Visa applications

If you are a Visa National and wish to study for more than six months, you should apply for a student visa under Tier 4 of the Points Based System. You will need a Confirmation of Acceptance for Studies (CAS) from a registered sponsor: Highbury College has been awarded Highly Trusted Status by the UK Border Agency indicating that we meet the licensing requirements.

Before we issue your CAS, we will first check that you meet the entry requirements for your chosen course.

To apply for a student visa you will need:

- A Confirmation of Acceptance for Studies (CAS) letter
- Sufficient funds to cover your course fees for the first period of study
- Sufficient funds to pass a maintenance test, showing that you have £600 a month for living expenses for up to nine months of study
- Original certificates to prove you meet the entry requirements for your course
- A good track record in studying

For further information on the visa application process please visit [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk), the website of the UK Border Agency.



# Application form

Complete the details on this application form in black pen and BLOCK CAPITALS.

## Personal Details

Family Name/Surname: .....First Name(s): .....

Title: Mr/Mrs/Miss: .....Gender: .....

Date of Birth: .....

Permanent Address: .....

.....

.....

.....Post Code: .....

Telephone Number (home): .....Telephone Number (mobile): .....

Email Address: .....

Correspondence Address in the UK (if applicable): .....

.....

.....

.....Post Code: .....

Country of Residence: .....Nationality: .....

## Accommodation Requirements

Please provide details of where you will live whilst studying in the UK. (For example, do you wish to rent student accommodation from the College, would you like us to arrange for you to stay with a host family, will you live with relatives in the UK or will you live independently?)

.....

.....

## Learning Difficulties, Disabilities or Medical Conditions

Please provide details of any learning difficulties, disabilities or medical conditions that may require special arrangements or additional support. This information will enable the College to provide support if required.

.....

.....

Have you been resident in the EU for the last three years?  Yes  No

Please note that evidence of your status will be required if you state that you have been a resident for the last three years. (This is to enable us to assess your funding entitlement).

Do you need to apply for a Student (Tier 4) Visa:  Yes  No

## Passport Number:

.....

## Agent Contact Details (if applicable)

Name of Agent: .....

Agent Address: .....

.....

.....

Agent Telephone Number: .....

Agent E-mail Address: .....

## Fee Information

Please tell us who is paying your fees. (For example, yourself, parents or family, Government sponsorship, Agent)

.....

.....

**Qualifications Held**

English Qualifications currently held or studied:	Overall Grade/Level	Date Awarded
.....	.....	.....
.....	.....	.....

Other Qualifications currently held or studied:	Overall Grade/Level	Date Awarded
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

**Course(s) applied for**

Name of courses applied for (please list in order of preference):

Title of Course:	Level
.....	.....
.....	.....
.....	.....

**Work Experience**

Employer:	Nature of work/post	From	To
.....	.....	.....	.....
.....	.....	.....	.....

**How did you hear of Highbury?**

.....

I declare that to the best of my knowledge, the above information is accurate and truthful.  
I understand that any offer made by the College is subject to validation of all documentation.

Applicant Signature: .....Date: .....

**Please send your completed application form to:**

E-mail: international@highbury.ac.uk

Postal Address: Information, Advice & Guidance Services, Highbury College, Tudor Crescent, Portsmouth, PO6 2SA, ENGLAND

Telephone: For general enquiries, please call +44 (0) 23 9238 3131

**Application Checklist**

Please ensure that you have provided the following:

- Completed Application Form
- Written Statement
- Copy of your Passport
- Copies of your Certificates

**Personal Statement**

On a separate piece of paper please explain why you are interested in studying this particular course and why you wish to study in England. Please include your education and /or career plans and give details of your hobbies and interests. Your personal statement should be around 150 words in length.



## Fast facts

### Our Mission

#### To enable all our students to succeed

- Highbury College is the number one general further education college (GFE) in England for student success and the overall top-performing college in Hampshire and the Isle of Wight.
- The UK government's Office for Standards in Education (Ofsted) has judged Highbury to be outstanding.
- Highbury College is the largest college in Portsmouth and one of the largest colleges in the South East of England.
- In 2013 we will have been educating people for 50 years.
- Highbury currently has over 11,000 students, 25% of whom study full-time and 75% part-time.
- The College employs nearly 600 staff.
- Students from over 100 countries currently study at Highbury.
- The College has a global reach, working in partnership in countries such as China, South Africa, USA and Nigeria.
- The College has regular student exchanges with colleges in France, Germany and Israel.
- The College works closely with local, regional, national and international businesses, offering training solutions to more than 800 employers.

## Useful websites

### The British Council

[www.britishcouncil.org](http://www.britishcouncil.org)

Dedicated to 'creating opportunities worldwide', this UK organisation has masses of information about studying in the UK.

### UKCISA

[www.ukcisa.org.uk](http://www.ukcisa.org.uk)

The UK Council for International Student Affairs website includes advice on visas, fees and funding.

### UK NARIC

[www.naric.org.uk](http://www.naric.org.uk)

The National Academic Recognition Information Centre can help you compare UK qualifications with others from around the world.

### Visas

[www.ukvisas.gov.uk](http://www.ukvisas.gov.uk)

Takes you through the application procedure should you need a visa to come to the UK.

### Portsmouth Tourist Information

[www.visitportsmouth.co.uk](http://www.visitportsmouth.co.uk)

All you need to know about making the most of the waterfront city.

### Portsmouth City Council

[www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

Has useful sections about living in and visiting Portsmouth.

### Flagship Portsmouth

[www.historicdockyard.co.uk](http://www.historicdockyard.co.uk)

Take a closer look at three of Britain's oldest and most historic warships.

### Portsmouth Football Club

[www.portsmouthfc.co.uk](http://www.portsmouthfc.co.uk)

The official site for the latest news and events concerning 'Pompey', the city's Championship League football club.

### Hampshire Tourist Information

[www.visit-hampshire.co.uk](http://www.visit-hampshire.co.uk)

The county's official tourist information site with links to the wealth of treasures that await you.



Highbury College, Portsmouth, Hants, PO6 2SA  
tel +44 (0) 23 9238 3131 email [info@highbury.ac.uk](mailto:info@highbury.ac.uk)  
[www.highbury.ac.uk](http://www.highbury.ac.uk)



All details contained in this brochure are correct at the time of printing.  
The College reserves the right to alter or cancel course provision without prior notice.

Highbury College publications are available in Braille, audio and large print.  
To request a copy, call +44 (0) 23 9238 3131 or email [info@highbury.ac.uk](mailto:info@highbury.ac.uk) specifying which publication and format you require. Delivery is within 10 days of request.

