

# Welcome to West Thames College



The 4 main stages of enrolment are listed below.

If we already have your details, start at **Stage 2**. If not, go to **Stage 1**.

Student ID number: \_\_\_\_\_ Student name: \_\_\_\_\_

## Stage 1

New to the college?

Register in the Sports Hall. **ESOL:** Register in the Learning Resources Centre, 2nd floor

**Don't know what course to do?**

See Advice and Guidance in the Sports Hall.



## Stage 2

Talk to a teacher to agree your course.

**Most courses:** Sports Hall  
**ESOL:** Learning Resources Centre, 2nd floor

**English and Maths for Adults:** Learning Resources Centre, 1st floor

### Stage 2a

Need initial assessment?  
Go to the Learning Resources Centre, 1st floor

### Stage 2b

For Apprenticeships, go to the Apprenticeship desk in the Sports Hall.



## Stage 3

Enrolment and Fee Assessment

**Aged 16-18?**  
Go to the Sports Hall.

**Aged 19 or over?**  
Go to the Student Common Room.



## Stage 4

Get an ID card

**Aged 16-18?**  
Go to Room A255 (rehearsal studio).

**Aged 19 or over?**  
Go to the Student Common Room.

## KEY

- Stage 1** Register your details
- Stage 2** Agree your course
- Stage 3** Enrolment and fee assessment
- Stage 4** Get an ID card – enrolment complete.