



WELCOME PACK

BA (HONS) COSTUME & PERFORMANCE DESIGN (DIRECT ENTRY)

2015

FACULTY OF MEDIA AND PERFORMANCE



# Introduction

Dear Student

The course will begin with an induction week where you will have the opportunity to meet the staff and students, to find your way around the University, to discover Bournemouth and to learn more about studying at the AUB. The course is very challenging and full of activity from day one and is delivered over thirty weeks with the usual Christmas and Easter breaks and two reading weeks.

You will find attached our recommendations regarding equipment and books. **The sewing and design equipment (depending on your specialism) are essential for the beginning of your studies.**

**You can either source this equipment yourself or equipment can be ordered online through Artway Creative Supplies by September 8th (please see the equipment section for more details about this).**

Books can be bought over time – they are not essential on your first day of term. On the first day with us you will need to bring writing equipment and a basic sewing kit. (Any items purchased from Artway will be available for collection during induction week.) You will need drawing and sewing equipment during Induction week so please don't wait until you arrive in Bournemouth before purchasing the items on the equipment list. There is also a cut off date for orders with Artway Creative Supplies (see the equipment section).

We want to offer you the best support whilst you are with us so if you have a disability or additional needs and wish to discuss any matter in a confidential way, please contact the disability team at [wellbeing@aub.ac.uk](mailto:wellbeing@aub.ac.uk) or by calling 01202 363291/363106.

Student mentors will also be around in the first week to offer support. If you would like to contact a mentor prior to arriving at the University please email me for help with this or anything else that you need. I will be available during September at [rpride@aub.ac.uk](mailto:rpride@aub.ac.uk)

Best wishes

**Rebecca Pride**  
**Course Leader**

# Arrival

The academic year for undergraduate students starts on **Monday 21 September**.

Please arrive in time for **10.30am** on that day and make your way to the **Meeting Point** in the **Refectory**.

The Course Leader will meet you there, so please arrive promptly.

If for any reason you are delayed on your way to us, please make your way to Main Reception. A campus map is available at the back of the enclosed Student Guide.



# Induction

Your first few days at the University will include enrolment and induction events to introduce you to the facilities and services you will be using as a student, as well as the activities and resources on your course. You will receive copies of important documents, including your course handbook and the Undergraduate Course Framework and HE Regulations.

The whole week is full of activities that have been arranged for you; these include:

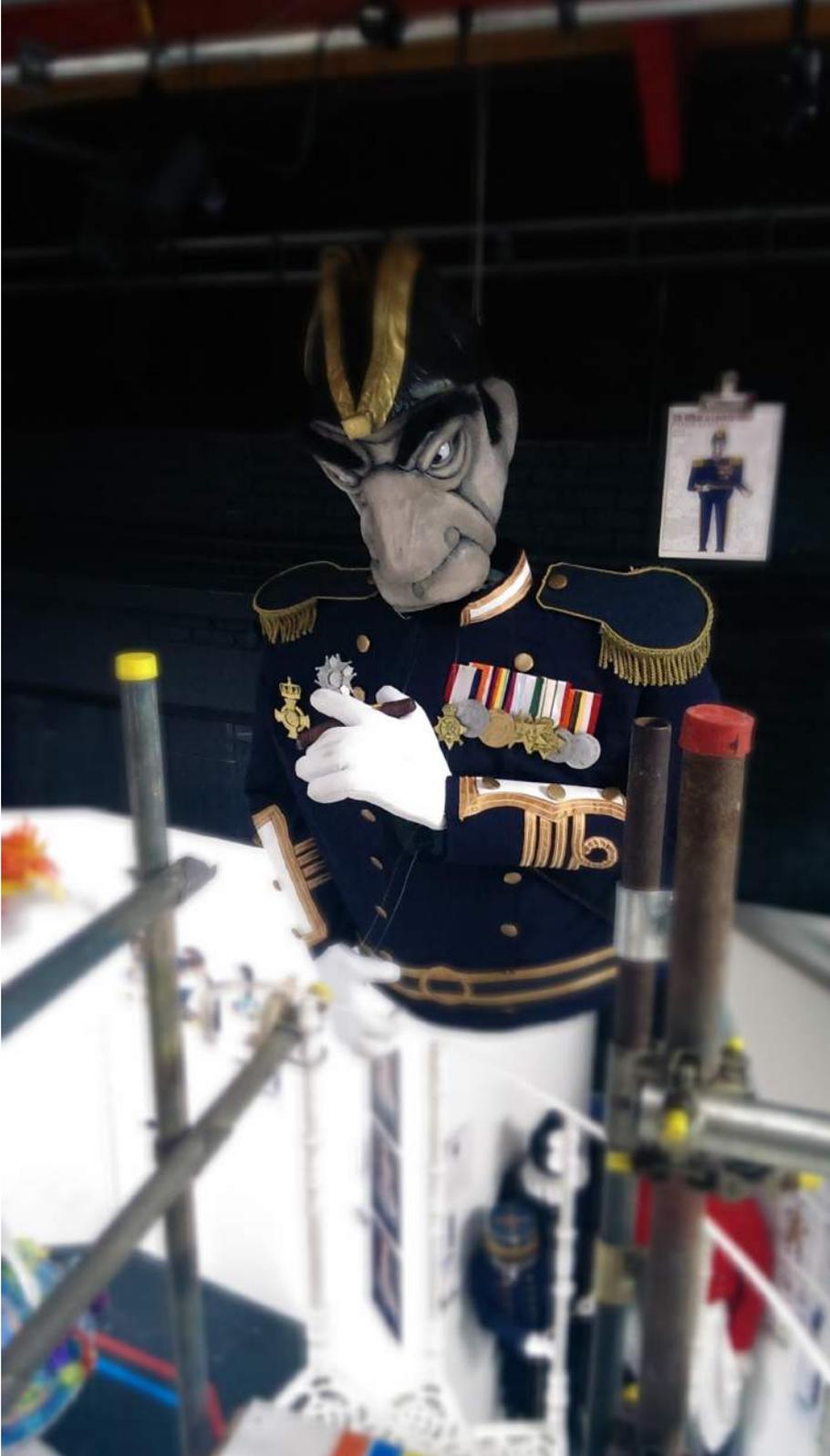
## Monday 21 Sept

10:30	Arrival	Refectory
12.15pm—1pm	Vice-Chancellor's Welcome	University House Lecture Theatre
3.30pm—4.00pm	IT Protocols	University House Lecture Theatre

## Wednesday 23 Sept

12.00pm—12.30pm	Library Induction	University House Lecture Theatre
1.30pm—2.15pm	Enrolment	Conference Centre
3.30pm—4.00pm	Student Services and SU	University House Lecture Theatre

*A more comprehensive timetable will be circulated on the first day of Induction Week, which will include the activities for each day during Induction Week.*



# Preparing for your course

## RECOMMENDED READING

The five books listed below are suggested to get you started. A full book list will be provided when you arrive and will be available in the library.

Barrington, M. (2015) *Stays and Corsets: Historical Patterns Translated for the Modern Body*. London: Focal Press. (Available for pre-order for November delivery.)

Counsell, C. & Wolf, L. (2001) *Performance Analysis, An Introductory Coursebook*. London: Taylor & Francis.

Fortier, M. (2002) *Theory/theatre: An introduction*. London: Psychology Press.

Howard, P. (2002) *What is Scenography?* London: Routledge.

Huaixiang, T. (2004) *Character Costume Figure Drawing: Step by step drawing methods for Theatre costume designers*. Focal Press: London.

## COMPUTER EQUIPMENT

You must have a computer as a course requirement as all written work needs to be word processed: a laptop would be beneficial. If you are considering purchasing one, the following information may be helpful: the course predominantly uses PCs, however we do have some Macs in the department too. As a student you may be able to obtain discounts on the purchase of computer equipment and the related software; it may therefore be useful to wait until you enrol on the course before considering any new purchase. Purchasing Photoshop and Illustrator would be beneficial as the course progresses. We suggest that you bring memory sticks, an external hard drive or CDs for backing up your computer work. You will also need a camera, although a camera phone will suffice.

## **COURSE TRIP**

Educational visits on the BA Costume and Performance Design course are designed to enhance the student experience and they support much of the project work undertaken during the academic year. Please can you let the course team know if you would like to be included in the trips to London and New York.

Educational trips organised for the year group:

### **London 12th to 14th October 2015**

The London trip is part of the unit Creative Realisation. The trip includes two nights' accommodation, transport to and from London, a theatre trip and back stage tour of The Globe. The total cost of the trip is £220.

### **New York 21st to 25th February 2016**

The plan is to go on Sunday 21st February 2016 and return on Friday 26th February 2016. The total cost of the trip is £800. There are only 46 spaces, so if you definitely want to come on the trip you will need to pay a non-refundable deposit of £100, following the link below.

[http://store.aub.ac.uk/browse/extra\\_info.asp?compid=1&modid=1&prodid=2219](http://store.aub.ac.uk/browse/extra_info.asp?compid=1&modid=1&prodid=2219)

The price includes flights, transfers to and from both airports, travel insurance and accommodation. We will buy tickets to a Broadway show and one other attraction, such as the Empire State Building for you. You will need to bring extra spending money for food, travel around the city and entrance fees etc.

# Additional course details

## ONLINE ENROLMENT

All students are required to enrol online on, or soon after, 15 September 2015.

Online enrolment is accessed via myApplication. Login with your 7-digit username (student number) and follow the instructions – this is approximately a ten minute task. If you have any problems with online enrolment, please contact Student Records on [studentrecords@aub.ac.uk](mailto:studentrecords@aub.ac.uk) or telephone 01202 363381 / 01202 363221.

## ENROLMENT ID CHECK

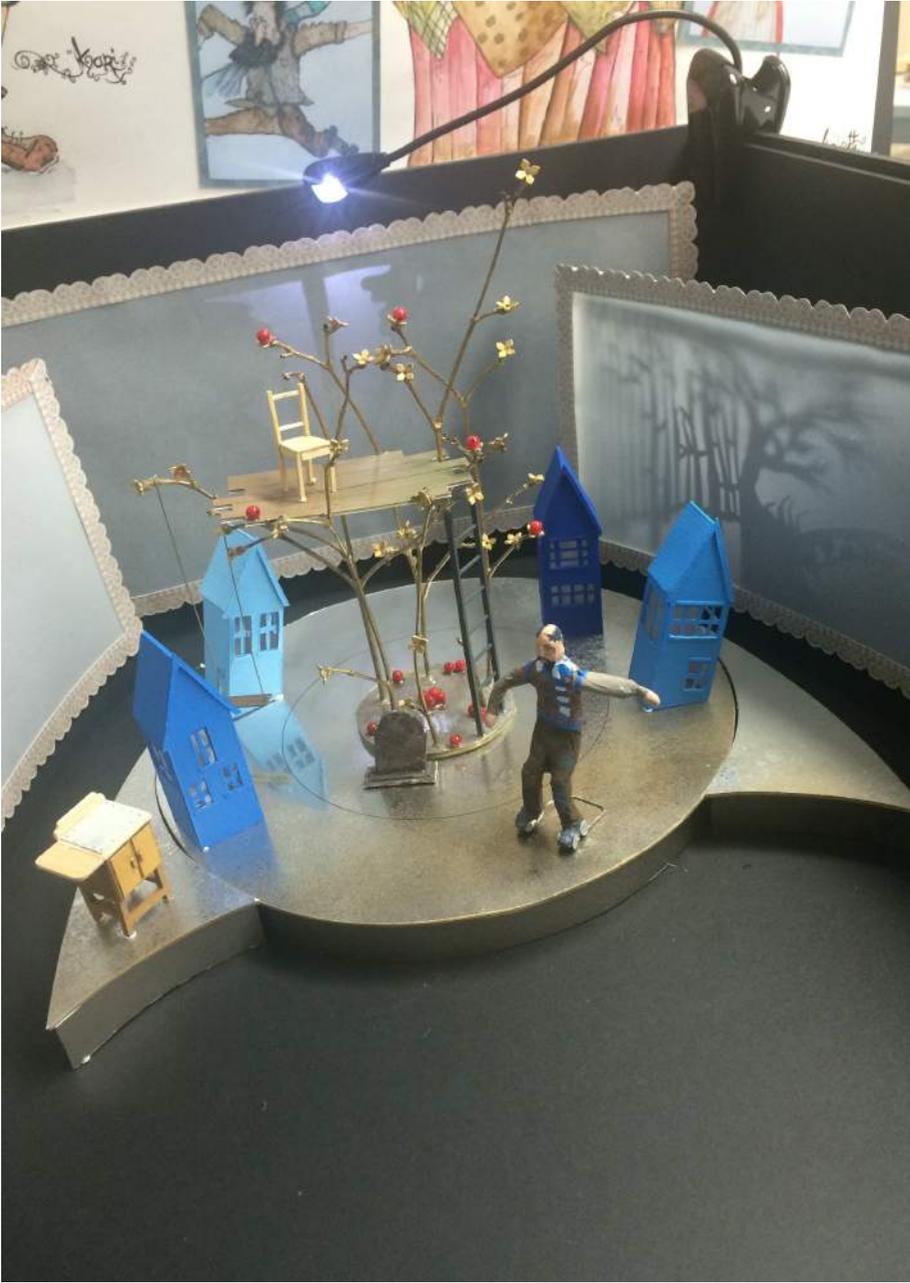
Enrolment is completed by an ID check during your first week at AUB. It is essential that you bring the following ID with you to complete this process:

One of the following:

- Full valid passport
- Photo ID plus correspondence from Student Loans Company / Student Finance England / original birth or adoption certificate
- Valid photo identity card (EU countries only)

If you are a Visa student it is essential that you bring a full valid passport, plus your Visa documentation\*. If you have a Tier 4 Visa, you should also bring your original qualification certificates.

\*Please note: we can only temporarily enrol you with a 30 day entry clearance vignette in your passport. You must collect your Biometrics Residence Card from the Post Office within 10 days of arriving in the UK.



# What to bring with you

## COSTUME EQUIPMENT LIST

**The course requires that all students have the following essential equipment prior to commencement of their course. We also highly recommend access to a domestic sewing machine to use outside of studio hours.**

You may have some of these items already but to assist students in compiling their essential equipment list the University has a special arrangement with **Artway Creative Supplies** who have an online order system. Please follow the unique link below where ALL specified items are available for purchase at a special price. Student purchases will be available to collect during AUB Induction Week - students will be informed by their tutors of where and when this will take place.

**PLEASE NOTE** that there is a cut-off date for orders to Artway of 8th September 2015. You will be required to bring along your Artway receipt during induction week to collect your ordered items.

Artway link: [www.artway.co.uk/aub-costume](http://www.artway.co.uk/aub-costume)

### Sewing Kit

- Stitch/seam ripper
- Beeswax
- Tracing wheel
- Scissors - 8" Tailor's Shears
- Scissors - 4" small Embroidery/Needlework Scissors
- Soft Tape measure (metric/imperial x 1.5mtr)
- Tailors Tape Measure (long brass metal ended tape metric/imperial x 1.5mtr)
- Metal Thimbles x 2 (1 open ended and 1 closed)
- Cotton Thread Black & White (if you have additional assorted sewing threads in basic colours this would be very useful)
- Nickel Plated Dressmaker pins (26mm x .65mm)
- Glass Headed pins (50mm x .8mm)
- Tailors Chalk x 2 (preferably white and yellow)
- Pack of Sewing Needles - various sizes
- Pack of Safety pins in different sizes
- Mechanical Propelling Pencil 0.5mm
- Polymer Eraser
- A Small Work Box to store the above items – You will need to carry this kit to and from campus as there is limited storage space in the studios

**Additional items:**

- Domestic Sewing Machine - highly recommended as you will be required at times to do sewing work off campus.
- Digital Camera (a camera phone is acceptable) - it is vital that you are able to record your work

**Design Kit**

- Drawing Pencils - a range of hard and soft graphite pencils
- Masking Tape
- Brushes - A range of short handled brushes in various styles (round/flat)
- Coloured Watercolour Pencils
- Palette
- Acrylic Paint Set (basic colours)
- Water based inks in black and brown
- Paper Scissors
- A3 cartridge paper sketchbook
- A4 Watercolour sketchbook
- 300mm metal Ruler
- Steel Tape Measure
- Plastic Set Square (45 degree)
- Glass paper
- Sponges
- Wood glue
- Glue stick
- Scalpel and blades
- Putty eraser
- Mask for dye room (P2 grade)
- Work Box to store the above items

**Additional items:**

- Old Clothes/overall/ apron
- Calculator

# New student checklist

- Check the fees due for your course: <http://aub.ac.uk/plan-visit-apply/fees/> . Please email [income@aub.ac.uk](mailto:income@aub.ac.uk) with any queries.
- If you have applied for a student loan, ensure you return the Declaration form and complete your online enrolment or your loan will not be issued.
- If you have a disability please complete the disability disclosure in MyApplication. Please email evidence (psychologist's report or GP letter) to [academicsupport@aub.ac.uk](mailto:academicsupport@aub.ac.uk)
- If you have not already done so, arrange your accommodation. You can contact Student Advice for guidance.
- Ensure you are vaccinated against meningitis and mumps.
- Complete the enclosed GP registration form.
- Arrange insurance for your belongings.
- Complete any preparatory work detailed in this Welcome Pack.
- Upload your photograph through myApplication for your AUB student card.

## The Costume Team:

Rebecca Pride (Course Leader)

Mandy Barrington

Alison Hart

Bunny Winter

Sam Edwards

Will Hargreaves

Amy Watt

Adele Keeley

Katerina Lawton

Wayne Martin

Sarah Magill

Jon Croose

Admissions,	01202 363228 01202 363225	<a href="mailto:admissions@aub.ac.uk">admissions@aub.ac.uk</a>
Student Advice,	01202 363031 01202 363242	<a href="mailto:studentadvice@aub.ac.uk">studentadvice@aub.ac.uk</a>
Academic Support,	01202 363273	<a href="mailto:academicsupport@aub.ac.uk">academicsupport@aub.ac.uk</a>
Disability Support,	01202 363291	<a href="mailto:wellbeing@aub.ac.uk">wellbeing@aub.ac.uk</a>
Students' Union,	01202 363286	<a href="mailto:studentunion@aub.ac.uk">studentunion@aub.ac.uk</a>

