



WELCOME PACK

BA (HONS) MAKE-UP FOR MEDIA AND PERFORMANCE

2015

FACULTY OF MEDIA AND PERFORMANCE



Introduction

Dear Student

We are delighted to welcome our new cohort of make-up students to the Arts University Bournemouth in September. The course will begin with an induction week during which time you will have the opportunity to meet the staff and students, to find your way around the campus, to discover Bournemouth and to learn more about the first units of study.

The course is very full and challenging and is delivered over thirty weeks with the usual Christmas and Easter breaks. You will find in this welcome pack instructions and information about course equipment and books.

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 confidence, please contact the disability support team at wellbeing@aub.ac.uk or by calling 01202 363291 / 363106.

After reading the contents of this pack, if you have any queries, please contact the make-up office at smonro@aub.ac.uk or by calling 01202 363126.

We look forward to seeing you on Monday 21 September 2015.

Best wishes

Sara Taylor, Principal Lecturer

Arrival

The academic year for undergraduate students starts on **Monday 21 September 2015**.

Please arrive in time for **11.00am** on that day and make your way to **Meeting Point 2 in the Library**. 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 Welcome Guide.

If you are joining us from overseas, International Orientation Week takes place from 14-18 September; details of this week will be provided separately.



Induction

You must arrive and check in on Monday 21 September at 11.00 at Meeting Point 2 in the Library.

Your first week 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. Please note that activities are arranged for every day of induction week.

You are expected to attend from Monday to Friday and the following university activities have been arranged for you:

Monday 21 Sept

11.00am	Arrival	Library 2
12.15pm—1.00pm	Vice-Chancellor's Welcome	University House Lecture Theatre
3.30pm—4.00pm	IT Protocols	University House Lecture Theatre

Wednesday 23 Sept

11.30am—12.00pm	Library Induction	University House Lecture Theatre
2.15pm—2.45pm	Enrolment	Conference Centre
3.30pm—4.00pm	Student Services and SU	University House Lecture Theatre



Preparing for your course

COMPUTER EQUIPMENT

We will be using a range of software on the course and you will be introduced to this during your studies. Our make-up studios are fitted with MacBook laptops.

You are NOT required to purchase a computer as a course requirement. However, many students prefer the convenience of working on their own computer and if you are considering purchasing one, we would recommend an Apple MacBook. Many computer retailers offer student discounts, so you may wish to wait until you have enrolled on your course before making any purchase.

SUMMER PROJECT

You will need to bring your summer project images and your current art/make-up portfolio of work with you on the Tuesday of induction week.

As make-up artists you will be contributing to a variety of collaborative events/productions during each year of your study, working with BA Acting and BA Costume who will stage several live shows, set across a number of historical eras.

To prepare for your first unit at Level 4 study and to introduce you to the importance of research for performance design, we would like you to research the lead characters portrayed in the scripts of King Arthur and the fashions and trends during the medieval period. You should consider the following:

Contextual research (character research and media portrayals):

- King Arthur scripts and stories
- Modern stage and television adaptations of the plays and their characters

Historical research (authentic, historically accurate research):

- Fashions in hair and make-up for men and women in Medieval England
- Social class, gender and political issues that may have influenced fashion, hair & make-up

Choose 6-8 images that you have found and bring them with you (make sure you know something about the pictures you choose, so keep notes). Please ensure that these are printed rather than digital.

RECOMMENDED READING

The course uses a range of reference material and you may be familiar with some of the books, journals and DVDs the course team will refer to during the course of your studies.

You will receive your copies of *The Study Skills Handbook* and *Introducing Critical Theory: A Graphic Guide* during induction week.

We do not ask that you purchase specific make-up textbooks but the following texts are particularly useful and if you own copies we do advise that you bring them with you. Both the Corson books are expensive and the library has several copies of all of these as well as the other reference material you will use, so do not feel obliged to buy your own.

Corson, R. (2003). *Fashions in Make-up from Ancient to Modern Times*. London: Peter Owen

Corson, R. (2005). *Fashions in Hair: the First Five Thousand Years*. London: Peter Owen

Delamar, P. (2002). *The Complete Make-up Artist: working in film, fashion, television and theatre*. 2nd ed. London: Thomson Learning Vocational.

Debrenceni, T. (2013). *Special Makeup Effects for Stage and Screen: Making and Applying Prosthetics*. Burlington, MA: Elsevier Focal.

COURSE TRIP

Induction Week Trip: National Gallery and ‘Nell Gwynn’ at Shakespeare’s Globe Theatre, London. Thursday 24 September

As an introduction to the course, and to gain insight into the contexts in which make-up artists work, we have organised a day trip to visit the National Gallery and Globe Theatre in London to see ‘Nell Gwynn’ on Thursday 24 September. We will be leaving the University campus at 9.30am and departing the National Gallery at 7.00pm (approx), to return to Bournemouth by 10.00pm. Please inform us if you require disabled access or a seated ticket for the theatre. You will need a notebook and pen for making notes about the performance.

N.B.: We will also be organising other local, national (and possibly international) educational visits during the course, for example to theatre productions, make-up studios and IMATS (trade show).

Additional course details

The course kits listed below are essential for the beginning of your studies.

Make-up Course Kits

Three order forms are enclosed with this pack.

- Wigs Up North – Professional make-up products
- Banbury Postiche – Wig-making kit
- Sally's Salon Services – Hairdressing kit

The items on the list are essential and the kits should be ordered directly from the suppliers by no later than 31 August 2015 so that they arrive promptly, at the University, for the commencement of the course. Please refer to the order forms enclosed.

You may already have a hairdressing or make-up kit from a previous course. In this instance please contact the supplier directly as you can purchase only the items you do not have to top-up your existing kit at a separate price.

On your first day with us you will need to bring writing equipment and identification (passport or birth certificate). During induction week you will need to pay £200 through the AUB online store to receive your AUB Professional Make-up Materials Kit. Included in this kit are: a set of seven MAC liquid foundations, sculpting tool, Skin Illustrator palette, MME remover, IPA brush cleaner, copies of *The Study Skills Handbook* and *Introducing Critical Theory*, and reservation of a place on our induction trip to see a stage performance.

If you already have some of the aforementioned items please bring them with you.

You will need to bring your summer project images and your current art/make-up portfolio of work with you on the Tuesday of induction week. All pre-ordered make-up kits will be distributed during the induction week.

It will be necessary to have some art materials and equipment too.

Recommendations are included in the section “what to bring with you” in this pack.



What to bring with you

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 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.

We suggest that you bring the following items with you to help you with your study:

- Notepad and pens
- Memory stick or CD-ROMs for backing up your computer work
- A digital camera if you have one
- Any art materials you may have from previous projects or courses if you have them



New student checklist

- Check the fees due for your course: <http://aub.ac.uk/plan-visit-apply/fees/> . Please email 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
- 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.

Admissions,	01202 363228 01202 363225	admissions@aub.ac.uk
Student Services,	01202 363031 01202 363242	studentadvice@aub.ac.uk
Academic Support,	01202 363273	academicsupport@aub.ac.uk
Disability Support,	01202 363291	wellbeing@aub.ac.uk
Students' Union,	01202 363286	studentunion@aub.ac.uk



