











Welcome from the University of Reading

Welcome to Reading! We would like to introduce you to some members of our community who you will hear from during your time here.

Our University is led by a group of academic and professional colleagues who work together to provide an outstanding learning experience for all students, in a positive, inclusive and supportive environment for all.



Vice-Chancellor Professor Robert Van de Noort

As Vice-Chancellor, I am responsible for the day-to-day running of the University and to ensure my colleagues are supported to provide the best possible experience for you, our students. I report to our governing body – the Council – who make sure we continue to deliver an outstanding education.



Pro-Vice-Chancellors (Education & Student Experience)

Professors Elizabeth McCrum and Peter Miskell

Our role focuses on providing an excellent education and student experience for every one of our students. We work in partnership with our students through the Students' Union, Student Partners, Student Panel, Inclusion Consultants, surveys and your feedback to enable new initiatives so you get the best experience possible.



Director of Student ServicesDr Paddy Woodman

In my role, I oversee all the important support services students need to succeed, including the Careers Service, Student Wellbeing, Support Centres, Exams, Timetabling, Graduation, and more. If you need support or have a question, speak to your Support Centre (or Henley Helpdesk, ISLI Admin Office or Graduate School) or the Carrington Student Services Reception and they will point you in the right direction. We are here to help, so please do ask us.





Hi there! We're your full-time officer team for 2024/25. Welcome to Reading!

Reading Students' Union exists to improve the lives of all students, every day. We're here to listen, to represent the needs of all our students, and to equip them with the tools, knowledge and experience needed for the best start in life beyond their studies.

As your full-time officer team, we cannot wait to welcome you! It's our job to make sure the Students' Union supports student's needs and campaigns on the issues that matter at the University, in our immediate community and the wider world.

More than just a great night out (although we definitely provide that too!) the Students' Union offers opportunities to gain valuable leadership and volunteering experience, receive free and confidential advice or join a club or society. Pop into the building and you'll find space to relax, have fun and connect with likeminded people.

By joining the University of Reading, you'll automatically become a member of the Students' Union and gain access to all the benefits this provides. And, if you buy a drink in our café or a ticket to an event you'll be helping us provide even more as all the profits raised through union activities are passed back to benefit students.





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Online Enrolment

The first thing you need to do is to fully complete the online enrolment process via the RISIS portal at: risisweb.reading.ac.uk. Please ensure you have completed all aspects including paying your fees reading.ac.uk/finance/information-for-students/payment-of-fees or arranging for Student Finance or a Sponsor to do so and, where necessary, producing a valid visa.

Visit: reading.ac.uk/ essentials/Welcome/ Becoming-a-student

Collect your Campus Card

Once you have completed online enrolment, you need to collect your Campus Card to complete your enrolment as a student. With your Campus Card you can access your halls of residence, access PC labs, pay for things like printing, your meal plan and more.

Visit: reading.ac.uk/campus-card

Get your username and password

Your University username and password gives you access to important things like your email, timetable, and other resources. Follow the steps below to get your details after you have collected your Campus Card.

- Log into the RISIS portal at: risisweb.reading.ac.uk
- 2. Follow the link 'Click here to collect your University username'
- Make a note of your username and set your password.

Your University username might not be ready if you haven't completed the online enrolment process or you have another action to complete. A message on the RISIS portal will tell you what you need to do.





Access the University Wi-Fi network

Once you have your user name and password, you can connect to the University's campus Wi-Fi network, Eduroam, which is available to all students. This is different to the Wi-Fi network found in your University halls. Please check your halls arrival information for details or check with your halls reception.

To connect to Wi-Fi on any device:

- In your Wi-Fi settings, select "Eduroam" from the list of available networks
- Enter your username (format: ab123456@reading.ac.uk) and the password you set up in RISIS)
- If you have any difficulties, you can visit reading.ac.uk/wifi or contact our IT Service Desk Team on on 0118 378 6262.

Digital Services and staying up to date once you arrive

UoR Student app

The official University of Reading Student app is free to download and available to all students. The app makes accessing all the essential information you need for student life at Reading as easy as possible. It offers:

- · your academic timetable
- a personalised Me@Reading news feed
- instant notifications on the most important updates
- easy access to support information and campus maps
- · web access to your email.

Find out more and download the app to your device: **reading.ac.uk/student-app** or search your app store.

Me@Reading

Once enrolled, you have access to:

- Me@Reading, your personalised student news portal and full schedule of student events reading.ac.uk/student
- Essentials, the student website and your online student handbook, containing everything you need to know about being a student at Reading reading.ac.uk/essentials

UoR Welcome app

The Welcome app is your guide to the University of Reading Welcome. Filled with information from your Schools, events for the week and helpful maps, the app is a must-have for making the most out of your first week here. Look for **UoR Welcome** in your phone's app store or scan the QR code to download.



Email

Email is the main way we will keep in touch with you, so you should check this every day for news, information about your course, important updates and opportunities. You can access your University email via Me@Reading or go to: office.com. The first time you access your email, you need to set up Multi-Factor Authentication. We recommend downloading the Microsoft Authenticator App for this.

You can find instructions on how to set up Microsoft Authenticator at: reading.ac.uk/MFA

RISIS

The RISIS portal is home to your student records and is where you store and update your personal information. You can select modules, access your timetable and marks, contact Student Services and more.

You can access the RISIS portal via Me@Reading or qo to: risisweb.reading.ac.uk

Blackboard

Blackboard is a web-based Virtual Learning Environment (VLE) that gives you access to online learning, information and activities for your School, course, and modules. You will also use it to submit your coursework electronically (where appropriate).

You can access Blackboard via Me@Reading or go to: **bb.reading.ac.uk**

Your STaR Mentor

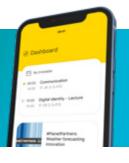
Student Transitions at Reading (STaR) Mentors are student volunteers who help new students at the University of Reading. Your STaR Mentor can answer questions about studying and student life and they will share their top tips to help you settle in.

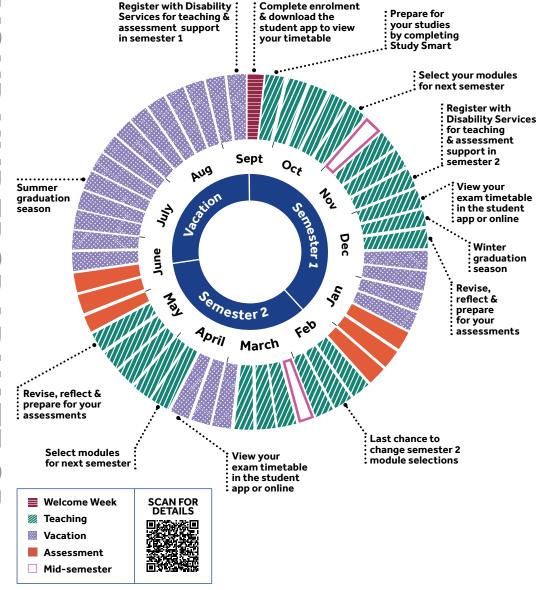
Visit: reading.ac.uk/star-mentors

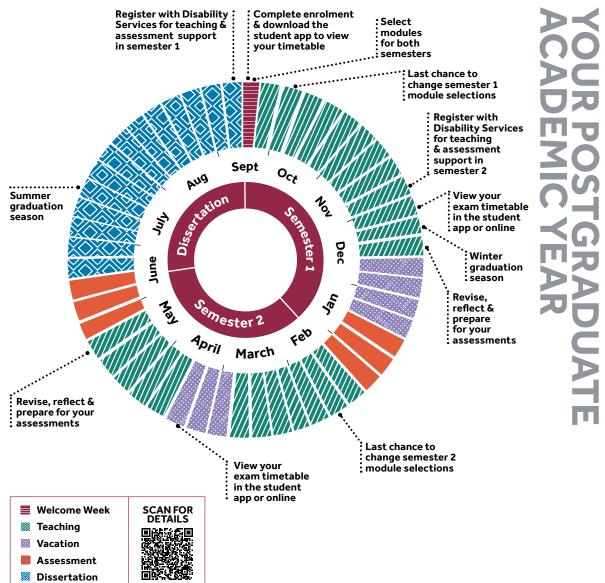
Staying organised has never been easier

Download the UoR Student app









Registering with a doctor and dentist

We strongly recommend registering with a local doctor to ensure you can easily access medical care if you need it. If you have pre-existing medical, health, or mental health conditions, we recommend you transfer your support to the local mental health teams or medical providers as soon as possible so that your arrival here is smooth and more relaxed.

The University Medical Practice and University Dental Surgery are both located close to our Whiteknights campus. For information about registering online visit: reading.ac.uk/doctors

For information on other local doctor or dentist surgeries visit: nhs.uk/nhs-services

Protecting yourself and others

Ensure your vaccinations are up to date before leaving for university or as soon as you can after starting the new term.

- MMR (measles, mumps and rubella)
 vaccine
- MenACWY vaccine (protecting against 4 types of meningococcal disease)
- HPV vaccine for protection against cancers caused by the human papillomavirus (HPV)
- Td/IPV booster vaccine protecting against tetanus, diphtheria and polio

Your GP will offer MenACWY, MMR, HPV and any missed Td/IPV vaccines – Students from overseas are also eligible for these routine vaccines.

Welfare and Wellbeing support

Our Student Welfare Team is here to help you with any personal difficulties you may experience during your time here, including homesickness, family or relationship difficulties, and advice on drug and alcohol issues.

Visit: reading.ac.uk/welfare-team

Our team of counsellors and mental health professionals can support your emotional and mental health needs.

Visit: reading.ac.uk/counselling

Call: 0118 378 4216

You also have unlimited access to our free 24/7 support line. Call **0800 023 2466** for confidential personal support, in your preferred language, day and night.

Life Tools

Our Life Tools programme has been designed by experts to facilitate your transition into university and enhance your student experience. It helps you take control of your personal development and strengthen your skills to achieve your academic potential and prepare for life beyond university.

Visit: reading.ac.uk/life-tools

MENTAL HEALTH & WELLBEING SUPPORT

SUPPORTING YOU IS WHAT WE DO

24-hour student support line

You have unlimited access to our 24/7, 365, confidential telephone helpline.



Call:

0800 023 2466

or access via the Wisdom Al app

Support Centres

The Support Centres (Henley School Office or equivalent) are the first place you should go for all questions, help or advice throughout your time at University. They will provide you with the support you need to be successful in your studies and beyond.

They are staffed by Student Support Coordinators who will advise or point you in the right direction on a range of academic and non-academic issues. You can contact your Student Support Coordinator in a range of different ways: by logging on to RISIS and clicking on 'Ask a Question'; by telephone; or visit them in person in the Support Centres.

Visit **reading.ac.uk/support-centres** to find your Support Centre contact details and opening times

Study Abroad Programme students:

Visit the Study Abroad Office (room 203 in the Edith Morley building) Or email: studyabroad@reading.ac.uk



Careers

Careers supports you in gaining skills, experience and direction for your future career. We can help with part-time jobs, placements, graduate roles and lots more via workshops, events and 1:1 appointments.

We also offer development schemes, including the Undergraduate Research Opportunities Programme (UROP), providing summer research projects, and Reading Internship Scheme, offering paid internships to students.

Visit: reading.ac.uk/careers

Call: **0118 378 8359**

Henley Business School students: henley.ac.uk/careers

Campus Jobs

Campus Jobs is your one-stop shop for all paid part-time work at the University, providing one-off work opportunities and regular shift work that is exclusive to Reading students.

Visit: reading.ac.uk/campusjobs

Call: **0118 378 4499**

IT Advice

Digital Technology Services (DTS) provides help and support with IT. Our IT Service Desk, on the first floor of the Library, can help you with connecting to the internet, printing and general IT questions.

Visit: sites.reading.ac.uk/dts-hub

Call: 0118 378 6262

Disability Advisory Service (DAS)

Students with a disability, specific learning difference (SpLD) or medical / mental health condition can contact DAS for confidential information, advice on provisions like extra time or rest breaks for exams and particular course adjustments and support for your studies.

Register online through the RISIS portal: risisweb.reading.ac.uk

Further information:

Disability Advisory Service webpage:

reading.ac.uk/essentials/

Support-And-Wellbeing/Disability

Email: disability@reading.ac.uk

Call: 0118 378 4202

Chaplaincy

The Chaplaincy is a friendly group of people drawn from local faith communities who offer support to students and staff, whatever their religious beliefs.

There is a Muslim Prayer Centre on campus as well as Christian, Hindu, Jewish, Muslim and Sikh faith groups. The Chaplaincy also has contact details of faith communities in Reading.

Visit: reading.ac.uk/chaplaincy

Call: 0118 378 8797

Halls Welfare Team

The Halls Welfare Team consist of Wardens and Hall Mentors, they are here for your welfare and the management of student conduct and behaviour in University Halls of Residence. They link in with other support services for students such as Student Welfare to provide a holistic support network. Wardens are based in the Wardens' Office located at St George's Hall, Upper Redlands Road.

Visit: reading.ac.uk/wardens Halls Hotline: 0800 029 1984

International Student Advisory Team

The International Student Advisory Team offers information and advice for international and EU students, including professional, confidential support on things like Visa and Immigration advice, settling into the UK and enjoying your time at Reading.

Visit: reading.ac.uk/international-students
Call: 0118 378 8038



Academic English Programme

We offer a free Academic English Programme to all international students. Our courses, webinars and individual consultations help you improve your academic language and communication skills while you study.

Visit: reading.ac.uk/aep

Reading SU Advice

The Students' Union Advice Service is independent to the University and provides confidential, impartial and professional one-to-one advice and support to all students on topics such as academic, financial or housing concerns. The service can explain your different support options and talk you through your rights and responsibilities.

Visit: readingsu.co.uk/advice

Student Services Reception

Based in the Carrington Building, Student Services Reception can signpost you to relevant University services. The team will also be able assist in producing transcripts, campus cards and official letters, certifying rail card applications and answering general queries for the teams that are based in Student Services.

Student Financial Support Team

The Student Financial Support Team is here to offer you help, advice and support on a wide range of financial issues. You can access Blackbullion, a platform with courses and tools on things like how to budget, credit scores, hardship and much more.

Visit: reading.ac.uk/money

Study Advice

Our Study Advice service is for everyone who wants to improve their academic work – whether that's advice on improving your grades, approaching your first assignment or managing your time more effectively.

Visit: reading.ac.uk/library/study-advice

Need extra help with any maths on your course? Find out more about maths support resources: reading.ac.uk/library/maths-support



We have a wide range of study and social facilities across our Whiteknights and London Road campuses.

Library

The Library offers a variety of study spaces and a huge range of digital and print resources. Each subject has an Academic Liaison Librarian to guide you to the best resources to support your studies. Staff at the Welcome Desk will answer any questions you have.

Visit: reading.ac.uk/library

Food and drink

You'll find plenty of shops, restaurants, cafes and bars on campuses, with something to suit every taste and budget. If you haven't already, you can enrol for a Meal Plan either in person at Park Eat or online at reading.ac.uk/clevercuisine. You'll also find lots of helpful hints and tips on how to use your Meal Plan, menus and opening times on these pages.

If you don't have your Campus Card yet and have a Meal Plan, you can still access meals. Present proof of ID along with a University issued document with your Student or Applicant Number on it, to gain entry.

reading.ac.uk/catering readingsu.co.uk

SportsPark

SportsPark has a range of sports and active wellbeing facilities and services located conveniently on Whiteknights campus, at Bulmershe Playing Fields and at the University's prestigious rowing boat house in Caversham. Student membership and pay-as-you-go options are available.

Visit: sport.reading.ac.uk

Museums

The University looks after some incredible collections, in three inspiring museums on the London Road and Whiteknights campuses:

- The Museum of English Rural Life (The MERL)
- Ure Museum of Greek Archaeology
- Cole Zoology Museum

You can also visit:

- Harris Gardens
- Special Collections (booking required).
 Go to: collections.reading.ac.uk

The town is home to Reading Museum and other attractions. Find out more at: visit-reading.com/things-to-do/attractions/museums-and-galleries

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Our Security Team

We have a dedicated Security Team who keep the campus safe for students, staff and visitors.

Contacting us

If you feel threatened or vulnerable or wish to report something, the Security team can be found in their 24/7 control room in Whiteknights House. Alternatively, you can call them on the numbers below or simply stop any member of the team out and about on the University estate.

Save these numbers in your phone in case you need to call Security:

0118 378 7799 0118 378 6300

Chaperone service

If you've been working or studying late at night and feel uneasy about returning to your accommodation on campus, you can contact Security to make use of their free chaperone service, where they can monitor your journey remotely on CCTV and may be able to accompany you in person.

Campus Watch

This scheme is a two-way partnership between our Security Services and our campus community that encourages the sharing of safety information.

For more information visit: reading.ac.uk/security

Street Warden scheme

A team of trained staff work in residential streets around the campus between 9pm and 3am on Monday, Wednesday and Saturday to help students and members of the community feel safe and supported in the local area when socialising at night.

Callmy Emergency alert app

In the case that a serious, life threatening incident occurs on campus, such as a fire, the Callmy app will alert you with a simple message telling you where to go and where to avoid. Download the app and use the group code UoRalert when asked in the verification process.



Download Callmy, the emergency mass notification app



Prevent duty

The University is legally obliged to work in support of the government's Prevent legislation that aims to stop people from being drawn into any form of terrorism.

Shape your University Experience

Peer Assisted Learning

Peer Assisted Learning (PAL) is a globally recognised scheme where students from second, third or fourth year run a weekly facilitated study-session to help you meet others, ask questions and better understand what you are learning.

Visit: reading.ac.uk/pal

Music

There is a vibrant music scene to get involved in on campus. No matter your style or the instrument you play, there is something for everyone including indie/funk/metal bands, orchestra, jazz big band, choir, percussion ensemble and more. There are also dedicated music practice rooms and instrument storage facilities located on the London Road Campus. If you'd prefer to be in the audience, come along to one of our regular live gigs.

Visit: blogs.reading.ac.uk/music

Learn another language

Language classes may be available as part of your programme, or you can choose to learn one as an extra-curricular activity. You can improve a language you already know or start as a beginner. Choose from: Arabic, British Sign Language, Chinese (Mandarin), French, German, Italian, Japanese, Modern Greek, Russian or Spanish.

Visit: reading.ac.uk/iwlp

RED Awards

Stand out from the crowd with the RED Awards! Enhance your experience by completing extra-curricular activity such as part-time jobs, volunteering and internships, all while developing key skills.

Visit: reading.ac.uk/redaward



Sustainability

Here at Reading, we are passionate about tackling climate change by working together. We believe that by involving the whole University community in sustainability we can build understanding of what is happening and find solutions to one of the biggest issues facing our planet. Our student community has a big role to play, so we work very hard to support you in being part of this. There are many opportunities to learn more and take action to support the University's aim to become Net Zero by 2030.

Visit: rdg.ac/education-sustainable-development

Students in Schools

This scheme enables you to volunteer alongside teachers in local schools and aims to raise the asipirations of school pupils and encourage them to continue into high education. It's an opportunity to develop stand-out transferable skills for your CV, whatever career path you pursue.

Visit: reading.ac.uk/sis

Study abroad

Studying abroad is a great way to challenge yourself and grow, with a range of international opportunities, depending on your course.

Visit: studyabroad.reading.ac.uk

THRIVE Mentoring

THRIVE is the career mentoring scheme for second year and final year undergraduates.

You'll have the chance to work with an established professional who can answer your questions about the working world, and may lead to opportunities for work experience and shadowing.

Visit: reading.ac.uk/thrive

Volunteering

Volunteering is a fantastic addition to your CV, an opportunity to meet new people, get involved in the wider Reading community, and help others. The University and the Students' Union both offer excellent volunteering opportunities such as Students in Schools, with The Museum of English Rural Life (The MERL), with the elderly or national and local charities like Reading Voluntary Action (RVA).

Visit: readingsu.co.uk/volunteering



Reading SU Clubs and Societies

The Students' Union has over 80 student-led societies, 50 sports clubs and plenty of volunteering opportunities. With so much on offer it's a great chance to meet people and try something new!

For the full list of opportunities, head to: readingsu.co.uk/whats-on/latest-news-blogs

Reading SU Representation

Student Reps are a team of 400+ student volunteers who actively represent the interests of all students. Every course has at least one Student rep (known as a Course Rep) who is there to listen and represent your views about teaching and learning on your course. Get involved by feeding back to your Course Reps or become a Rep yourself—joining a network of students working to enhance the student experience.

Visit:

readingsu.co.uk/student-voice/student-reps

Reading SU Get Togethers: A place where you belong

Students' Union Student Get Togethers are social events tailored to specific groups of students, enabling them to connect with one another. They are an opportunity to meet other students and share experiences to build a sense of belonging. They also give the opportunity to plan and run events to support your community. We have networks for BAME students, disabled students and LGBT+ students, alongside many more. Please feel free to pop along for a slice of cake or a cuppa.

Find out more:

readingsu.co.uk/student-opportunities



Want to make University life the best it can be? Now's your chance!

Apply for a role in the Students' Union Autumn Leadership Elections.

Roles up for election

Course Reps: Collect feedback from students on your course to ensure it meets their needs. If not, work collaboratively with academic staff to find solutions.

Postgraduate (PG) Senior Reps: Oversee the PG Course Reps within your school, collect feedback from students, and collaborate with academic staff to ensure the voice of PG students is heard within the School.

Postgraduate Taught (PGT) Students' Part-time Officer: Representing the interests of PGT Students through committees, meetings, and events. Advocate for PGT Students and ensure they're empowered to have a voice on campus.

UG & PG Student Councillors: Want to shape life on campus? Student Councillors vote on ideas submitted by students to make changes to life on campus, whether it's changing up the types of food available, bringing in measures to help ease the cost of living or adding a new social or study area.

Applications are open NOW on the Reading Students' Union website – readingsu.co.uk/elections – where you can find out how to get involved and all the key dates you'll need. If you have any questions, please contact academicreps@rusu.co.uk



Your voice matters!

Here at Reading, we take a stand against unacceptable behaviours. We are committed to ensuring that our campuses are **inclusive**, **supportive** and **respectful** places to work and study.

Have you seen something that doesn't look right? Report it at **reportandsupport.reading.ac.uk** and get the support you need.

Buses in Reading

Reading Buses provide a frequent and reliable bus service that makes travelling around Reading really easy. The number 20 bus, the White Knight, provides a direct service from Whiteknights campus to Reading town centre, which takes around 15 minutes. The easiest ways to buy a ticket are on the Reading Buses app or by tapping on / off on the bus using a contactless card.

Visit: reading-buses.co.uk/university



Cycling on and around campus

Cycling is an excellent way to get around Reading and our campuses. It's cheap, quick, environmentally friendly, and keeps you fit. You can also take advantage of our free cycle skills sessions to improve your knowledge and skills.

For tips on cycling, including getting a bike, campus facilities, and dates for our free bike maintenance visits from Dr Bike, visit: reading.ac.uk/cycling

Car parking

Campus parking permits are available for students who meet selected strict criteria.

Visit: reading.ac.uk/getting-about

For more tips and advice on how to get around campus and the local area see: reading.ac.uk/sustainability/travel



Shopping for essentials

Supermarkets

- Asda supermarket (Earley) A short bus journey from the Whiteknights campus, this large superstore sells a wide range of food, clothing, cookware and home furnishings.
- Tesco (London Road) A smaller supermarket, selling most daily essentials including fresh produce, store cupboard items and toiletries.
- Morrison's (Basingstoke Road) Just a short bus ride from the Whiteknights campus, this large superstore sells a wide range of food and ingredients.

Local area and community

Reading is a town with lots to offer. We've put together some suggestions for places and activities you might enjoy beyond campus.

Visit: reading.ac.uk/essentials/community



Shops on campus

Eat at the Square sells a range of everyday essentials.

- The Co-op (Whiteknights campus)
 Sells a range of ready-to-eat prepared food, groceries and store cupboard essentials.
- The Students' Union also has a bagel shop, Korean mini-market, hairdresser and University Merch Shop.
- The Museum of English Rural Life runs a gift shop and students receive a 10% discount with their student ID card.









Clever Cuisine is our innovative meal plan system, and a UK university first. Spend less time worrying about meals, and more time to study and pursue your passions!

We recommend all first year students take a meal plan, so if you haven't already, sign up for yours today.

We have four plans on offer:

Bronze 3 meals per week
Silver 7 meals per week
Gold 14 meals per week
Platinum 21 meals per week



Scan to sign up today



hospitalityuor.co.uk/clever-cuisine

Your studies

Academic English Programme (AEP) reading.ac.uk/aep

IT Support (DTS) reading.ac.uk/dts 0118 378 6262

Library (+ Study Advice and Academic Liaison Librarians) reading.ac.uk/library library@reading.ac.uk

Modules reading.ac.uk/modules

Timetabling reading.ac.uk/timetable

Graduate School reading.ac.uk/ graduateschool

Help and advice

Accommodation (halls of residence) reading.ac.uk/accommodation

Halls Hotline: 0800 029 1984 (24/7 support for any issues in Halls) Accommodation Office 0118 200 5011

(Room transfers and contract queries)

Campus Card reading.ac.uk/ campus-card

Careers reading.ac.uk/careers 0118 378 8359

Clever Cuisine/Meal Plan Speak to someone in person at Park Eat – staff are available 8am – 10pm every day except during vacations – or email clevercuisine@ reading.ac.uk

Counselling and Wellbeing reading.ac.uk/counselling 0118 378 4216

Disability Advisory
Service
reading.ac.uk/
disability-support
0118 378 4202

Financial Support reading.ac.uk/money 0118 378 5555

International Student Advisory Team reading.ac.uk/ international-students 0118 378 8038

National Health Service Health Advice (non-emergency) 111 (free)

Police Service (non-emergency) 101 (free)

Student Welfare Team reading.ac.uk/ welfare-team 0118 378 4777

Support Centres reading.ac.uk/ support-centres

Emergency support

Security **0118 378 6300**

24-hour Police, Ambulance and Fire Services (emergency only) 999

Samaritans (24/7) 116 123 (free)

Got a question? Not sure where to go?

The Support Centres are the first place to go for student support on campus: reading.ac.uk/support-centres





UoR Student App

Stay informed, up-to-date and organised with the official app for students





UoR Welcome App

Download the UoR Welcome App for all activities happening before you start your studies

Essentials

All the essential information for Reading students reading.ac.uk/essentials





The UoR Welcome App

- Collate your own personalised Welcome schedule
- Find compulsory induction sessions that will get you started on your course
- Discover events and talks to learn more about life on campus
- Meet new people at a range of socials
- Find checklists and more information on University Life & Services



Download from your phone's app store to get started:



WELCOME TO CAMPUS

Here's what to do next...



Enrolment in Palmer Building, collect your campus card



Explore campus, find places to eat, take a Library tour



Attend your school induction sessions



Prepare for studies, take the Study Smart course



Scan the QR code to find out more about what's next

