

# Course Handbook

Highers & Nationals Programme SCQF Level 5/6



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# Welcome and Overview

As you begin your student experience with us, you are entering a supportive and vibrant learning community built on mutual respect and collaboration.

At UHI Inverness we are committed to providing you with the resources you need to thrive academically and personally. Our Student Support Centre and The Bothy, our drop-in workshop and support venue, are open every weekday to assist you every step of the way. They are both located behind reception at the Inverness Campus.




We also offer cost-of-living support such as our foodbank, The Larder, and our free toiletries cupboard, The Cubby, which can both be found in the atrium. Additionally, we provide three free car parks and bike storage at the Inverness Campus and there are public service bus stops in our grounds.

As part of our commitment to create a healthy and inclusive environment, we are proud to maintain a smoke-free campus. Smoking and vaping are only permitted in the smoking shed by car park one. Please refrain from smoking at entrances, exits, and approaches to our campus buildings to uphold our clean and welcoming atmosphere.

We are excited to welcome you to UHI Inverness and look forward to supporting you throughout your time with us.

Please read the [Welcome Guide](#) and [Key Information Booklet](#). There is a variety of information contained in these guides, some of which will be of greater relevance to you as you work through the course. They are there to dip in and out of when you feel you need a bit more information.

## Key Contacts

Your Personal Development Advisor (PDA) is:		Donna Wrightson
Your PDA's phone number is:		07384 246338
Your PDA's email address is:		Donna.Wrightson.ic@uhi.ac.uk
Our Student Support phone number is:		01463 273208
Programme Curriculum Quality Lead		Karen Marshall <a href="mailto:Karen.Marshall.ic@uhi.ac.uk">Karen.Marshall.ic@uhi.ac.uk</a>
<i>Higher and Nationals Subject</i>		<i>Lecturer/s</i>
<ul style="list-style-type: none"><li>• Application of Mathematics – National 5</li><li>• Application of Mathematics – Higher</li><li>• Mathematics – Higher</li></ul>		John Ballantyne <a href="mailto:John.Ballantyne.ic@uhi.ac.uk">John.Ballantyne.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"><li>• Applications of Maths – Higher</li><li>• Mathematics – National 4</li><li>• Mathematics – National 5</li></ul>		Susan Imray <a href="mailto:Susan.Imray.ic@uhi.ac.uk">Susan.Imray.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"><li>• Biology – Higher</li></ul>		Paula Sime <a href="mailto:Paula.Sime.ic@uhi.ac.uk">Paula.Sime.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"><li>• Biology – National 5</li><li>• Environmental Science – Higher</li></ul>		Heather Corpe <a href="mailto:Heather.Corpe.ic@uhi.ac.uk">Heather.Corpe.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"><li>• Chemistry – Higher</li></ul>		Karen Marshall <a href="mailto:Karen.Marshall.ic@uhi.ac.uk">Karen.Marshall.ic@uhi.ac.uk</a>

<ul style="list-style-type: none"> <li>• Childcare &amp; Development – Higher</li> </ul>		Nina Gatt <a href="mailto:Nina.Gatt.ic@uhi.ac.uk">Nina.Gatt.ic@uhi.ac.uk</a> Chris Lemon <a href="mailto:Chris.Lemon.ic@uhi.ac.uk">Chris.Lemon.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• English – Higher</li> </ul>		Jane Maylin <a href="mailto:Jane.Maylin.ic@uhi.ac.uk">Jane.Maylin.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• English – National 5</li> <li>• English – Higher</li> </ul>		Carole MacLean <a href="mailto:Carole.MacLean.ic@uhi.ac.uk">Carole.MacLean.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• Maths – National 5</li> </ul>		Carolyn Cload <a href="mailto:Carolyn.Cload.ic@uhi.ac.uk">Carolyn.Cload.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• Physics – Higher</li> </ul>		Jane Manson <a href="mailto:Jane.Manson.ic@uhi.ac.uk">Jane.Manson.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• Psychology – National 5</li> <li>• Psychology – Higher</li> </ul>		Emma Ross <a href="mailto:Emma.Ross.ic@uhi.ac.uk">Emma.Ross.ic@uhi.ac.uk</a>
<ul style="list-style-type: none"> <li>• Sociology – Higher</li> </ul>		Rachel Campbell <a href="mailto:Rachel.Campbell.ic@uhi.ac.uk">Rachel.Campbell.ic@uhi.ac.uk</a>
Our Student Support email address is:		<a href="mailto:Student.Support.ic@uhi.ac.uk">Student.Support.ic@uhi.ac.uk</a>
Our Learning Support Team email address is:		<a href="mailto:Additionalssupport.ic@uhi.ac.uk">Additionalssupport.ic@uhi.ac.uk</a>
Our Wellbeing Team email address is:		<a href="mailto:Wellbeing.ic@uhi.ac.uk">Wellbeing.ic@uhi.ac.uk</a>
Our Library phone number is:		01463 273248
Our Library Team email address is:		<a href="mailto:Library.ic@uhi.ac.uk">Library.ic@uhi.ac.uk</a>
Campus Reception:		01463 273000
The Bothy email address is:		<a href="mailto:Thebothy.ic@uhi.ac.uk">Thebothy.ic@uhi.ac.uk</a>
Highlands and Islands Student Association:		<a href="mailto:Hisa.inverness@uhi.ac.uk">Hisa.inverness@uhi.ac.uk</a>

# Aims of your Course

The specific aims of your course are:

- To provide a high-quality learning experience, enjoyable as well as educational
- To support each student the best way we can during their learning and to prepare them for the final examination and coursework tasks
- To provide a tailored learning experience, the right subjects at the right level to the right students!

# Structure of your Course

Each student within the Highers and Nationals programme is studying a different combination of subjects, tailored to suit their needs. However, all of the units that make up this qualification are approved by the Scottish Qualification Authority (SQA). The Highers exams are the same as those offered in schools, but we embed extra material to support you during your studies. This material has been carefully selected to suit the needs of the course, and it is vital that you engage with these additional resources in order to gain the best end result that you can.

You have the option to study full time (F1) 3 subjects and a PDA, part time (P1) 2 subjects or to choose to study one subject. Your choice will have implications for your source of funding so please ask about this if you are unsure.

Subject	Level	Credits	Select your subjects ✓
Applications of Maths	National 5 (open learning)	5	
Applications of Maths	Higher	5	
Biology	National 5	5	
Biology	Higher	5	
Chemistry	Higher	5	
Childcare & Development	Higher	5	
English	National 5	5	
English	Higher	5	
English	Higher (open learning)	5	
Environmental Science	National 5	5	
Environmental Science	Higher	5	
Maths	National 4 (open learning)	5	
Maths	National 5 (open learning)	5	
Maths	National 5	5	
Maths	Higher	5	
Physics	Higher	5	
Psychology	National 5	5	
Psychology	Higher	5	
Sociology	Higher	5	
PDA	Personal Development Advisor	1	

# Progression Routes to Further Study and Employment

The curriculum area map clearly shows where this programme sits within this wider curriculum area, and the future progression routes which may be open to you after successful completion of this course.

Highers and Nationals lead you into other Level 6 courses or Level 7 courses across schools within UHI Inverness and other institutions.

You may wish to continue on the Highers programme or progress to a Higher National Certificate (HNC) or Degree programme. Please discuss your future progression with your Personal Development Advisor (PDA) and explore our courses at [Courses - UHI Inverness](#)

## **Other options may include:**

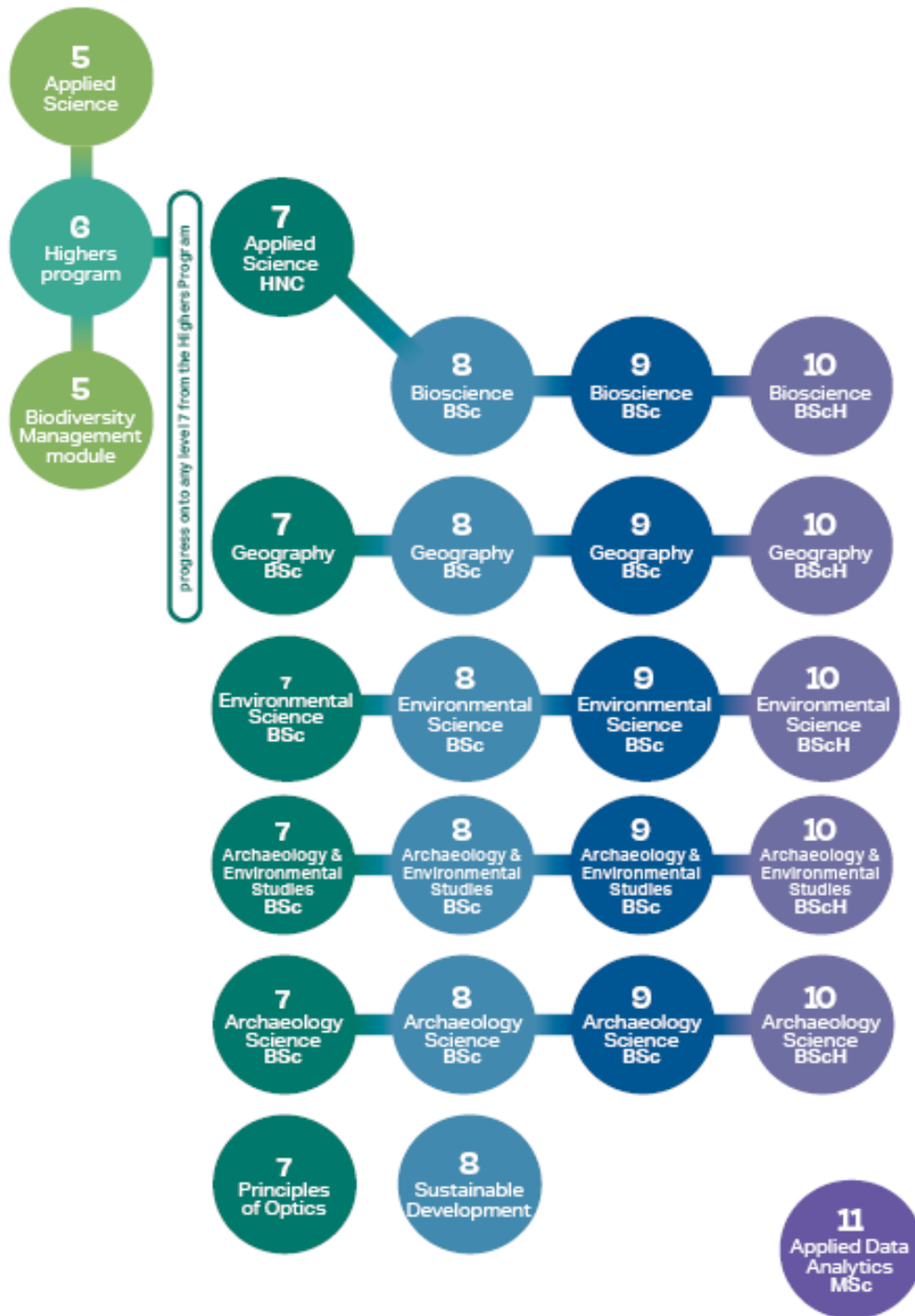
- Employment in an environment that you have studied in.

You will discuss all these options and anything else with your Personal Development Advisor (PDA) during your personal interviews throughout the year and specifically when discussing progression.

# Science & Applied Science

Course	SCQF	Mode of study
Applied Science L5	5	Full time, Part Time
Biodiversity Management module	5	Online
Science Highers	6	Full time, Part Time
Applied Sciences HNC (UCAS code U0CFG)	7	Work Based
Principles of Optics	7	Full Time
Sustainable Development (UCAS code UD453)	8	Part Time
Archaeological Science (UCAS code UF420)	7 8 9 10	Full time, part time
Archaeology and Environmental Studies BSc (Honours) (UCAS code UVF49)	7 8 9 10	Full time, part time
Bioscience BSc (Honours) (UCAS code UC902)	8 9 10	Full time, part time
Environmental Science BSc (Honours) (UCAS code UF900)	7 8 9 10	Full time, part time
Geography BSc (Honours) (UCAS code UF820)	7 8 9 10	Full time, part time
Applied Data Analytics MSc (UCAS code UI260)	11	Full time, part time

## Science & Applied Science progression routes

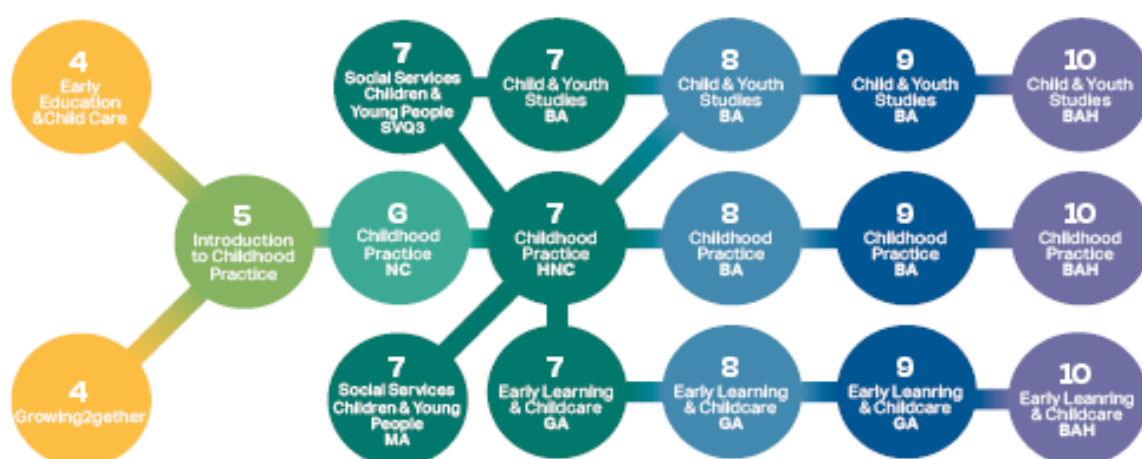




# Childcare

Course	SCQF	Mode of study
Growing2gether	4	Online
Skills for Work: Early Education and Child Care	4	Day Release
Introduction to Childhood Practice	5	Full time
Childhood Practice NC	6	Full time
Social Services: Children and Young People SVQ 3	7	Work Based
Social Services: Children and Young People MA	7	Work Based
Childhood Practice HNC (UCAS code U173X)	7	Full time
Child and Youth Studies BA (Honours) (UCAS code UL530)	7 8 9 10	Full time, part time, online
Early Learning and Childcare BA Graduate Apprenticeship	7 8 9 10	Work Based
Childhood Practice BA (Honours) (UCAS code UX310)	7 8 9 10	Open Part time

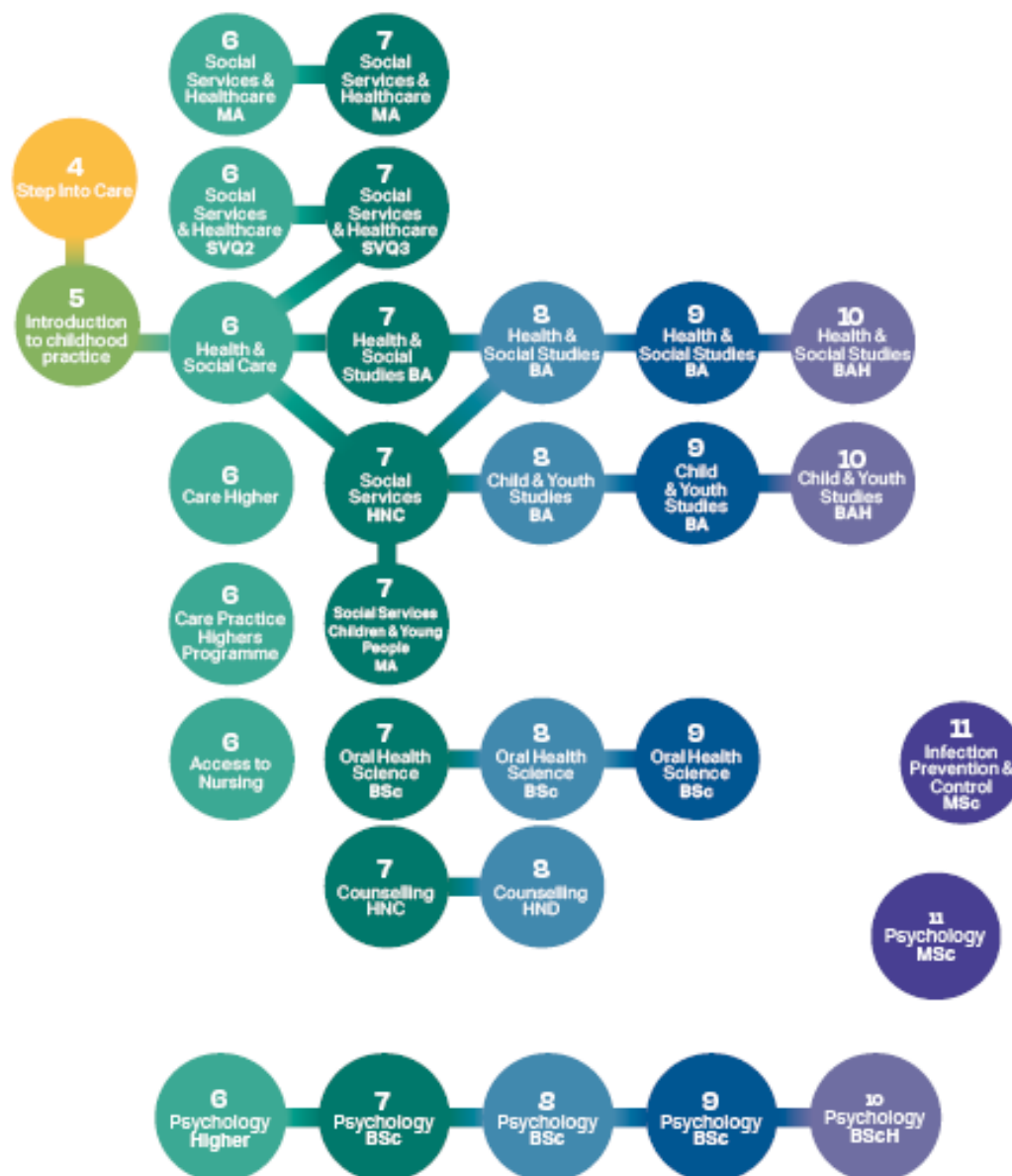
## Childcare Progression route



# Care, Social Care & Healthcare

Course	SCQF	Mode of study
Step into Care	4	Full time
Care Higher	6	Part time
Psychology Higher	6	Part time
Access To Nursing (SWAP)	6	Full time
Social Services and Health Care SVQ2	6	Work Based
Social Services and Health Care Modern Apprenticeship	6	Work Based
Social Services and Health Care SVQ3	7	Work Based
Social Services and Healthcare Modern Apprenticeship	7	Work Based
Counselling HNC (UCAS code U448C)	7	Full time, Part time
Social Services HNC (UCAS code U114L)	7	Full time
Oral Health Science BSc (UCAS code UB750)	7 8 9	Full time
Counselling HND (UCAS code U548C)	8	Full time
Health and Social Studies BA (Honours) (UCAS code UL450)	7 8 9 10	Full time, Part time
Psychology BSc (Honours) (UCAS code UC800)	7 8 9 10	Full time, Part time
Psychology MSc (UCAS code UC810)	11	Full time, Part time, online
Infection Control MSc (UCAS code UB990)	11	Part time, online

## Care, Social Care & Healthcare progression routes



### Short Courses

COSCA Certificate Counselling Skills

Administration of Medication PDA

Mental Health Peer Support Worker PDA

Workplace Assessment Using Direct and Indirect Methods PDA

Leading and Managing Care Services CPD Award

Health and Social Care Supervision PDA

Internal Verification of Workplace Assessment PDA

# Humanities

Course	SCQF	Mode of study
Highers Program (English & Sociology)	6	Full time, part time
Social Science NC	6	Full time, part time
Social Sciences HNC (UCAS code 143L)	7	Full time, part time
Literature BA (Honours) (UCAS code Q320)	7 8 9 10	Full time, part time
Literature & Creative Writing BA (Honours) (UCAS code Q32W)	7 8 9 10	Full time, part time
Gaelic Scotland BA (Honours) (UCAS code Q538)	7 8 9 10	Full time, part time
History BA (Honours) (UCAS code V2100)	7 8 9 10	Full time, part time
Scottish History BA (Honours) (UCAS code V212)	7 8 9 10	Full time, part time
Archaeology BA (Honours) (UCAS code V400)	7 8 9 10	Full time, part time
Culture and Heritage BA (Honours) (UCAS code V900)	7 8 9 10	Full time, part time
Philosophy, Politics and Economics BA (Honours) (UCAS code VL52)	7 8 9 10	Full time, part time
Creative Writing in Highlands and Islands BA (Honours) (UCAS code W830)	7 8 9 10	Full time, part time
Philosophy BA (Honours) (UCAS code V500)	7 8 9 10	Full time, part time
Culture and Heritage BA (Honours) (UCAS code UV900)	7 8 9 10	Full time, part time
Politics BA (Honours) (UCAS code UL240)	7 8 9 10	Full time, part time
Criminology BA (Honours) (UCAS code UL311)	7 8 9 10	Full time, part time
Social Sciences BA (Honours) (UCAS code L300)	8 9 10	Full time, part time
British Studies Mlitt	11	Full time, part time

## Humanities progression route



# Get Tech Ready

You will be using lots of different digital tools and systems as a student with us.

The following information will help you prepare for starting your studies.

We have also listed some of the main services you will be using when you start with us:

MyDay, our student portal – Some of the key tiles include:

- Brightspace, our virtual learning environment
- Mail
- UHI Print
- Absences & Timetables

The screenshot shows the MyDay student portal dashboard. At the top, there's a navigation bar with the UHI logo, 'Student Home', and 'PERSONALISE'. Below this is a large banner featuring three students and a statistic: '81% Student satisfaction Sàsachadh oileanach'. To the right of the banner is a 'Newsroom' section with several news items, including 'Money May - Benefits, Grant Advice and Student Funding' and 'Who Cares? Scotland - Emergency Services Engagement Event'. Below the banner and news is a 'Research' section with various service tiles. On the left, there's a sidebar with navigation options like 'Send feedback', 'DASHBOARDS', 'NAVIGATION', and 'APPS'. At the bottom, there are more service tiles including 'Brightspace', 'Mail', 'UHI Print', and 'Absences & Timetables'.



# Personal Support Whilst Learning

Congratulations on taking a brave step onto a new pathway to learning!

We understand that throughout the course of your learning journey you may experience personal difficulties or life events which make studying more challenging. Our aim is to offer the care, support and guidance required to help you achieve your goal of successfully completing your studies.

If you are studying full time at SCQF Level 6 or below (Further Education **FE** level) you will be assigned to a **Personal Development Advisor (PDA)**.

Your **PDA** should be **your first point of contact** for any support needs, queries or concerns you may have.

## Your PDA


We have a team of Personal Development Advisors (PDAs) who will be available to provide advice and guidance to support your personal development while you study with us. The PDA cannot provide academic support but is a focal point for pastoral care and will work in partnership with your academic teams to support you whilst you study.

Your PDA is Donna Wrightson

If you need to see your PDA during College hours, you should make an appointment via email or in an emergency on the mobile number provided in this handbook or via the Student Support Centre.

General student support will also be offered through the Student Support Centre, which is open from 0830 to 1630, Monday to Friday, at Inverness Campus.

**Your PDA can be contacted on:**

 Mobile: 07384 246338 or 01463 273208

 [Donna.Wrightson.ic@uhi.ac.uk](mailto:Donna.Wrightson.ic@uhi.ac.uk)



If your PDA is not available, you can contact our Student Support team  
[Student.Support.ic@uhi.ac.uk](mailto:Student.Support.ic@uhi.ac.uk)

## PDA Time

You will be scheduled to have specific time with your PDA throughout the course of the year. It is very important that you attend these sessions as they are designed to help you manage your wellbeing and ability to study effectively.

Sessions could include:

- Induction and orientation information
- Team building activities
- Wellbeing and resilience tools
- Coping with stress strategies
- Employability, careers advice and preparation
- Finance and budgeting information, support, and guidance

Your PDA can also help you with a wide range of other concerns you may have such as:

- Attendance and attainment concerns
- Course information and choices
- Finance – funding support, applying for hardship funds, if required
- Help filling in forms – course and funding applications
- Accommodation – help and advice on where to look
- Childcare information – local nurseries
- Progression after your course – What to do next and where to look for help and support

Your PDA can also refer you to more specialist services for wellbeing, counselling, general and additional support for learning, funding, welfare needs and additional help and guidance for managing your transition into student life.

This list is by no means exhaustive. Your individual needs are important to us, whatever the situation, we will listen and try to help.

If your PDA is not available, you can drop into the Student Support Centre behind reception at the Inverness campus and the team will aim to provide the answers you need or find someone who can.

**The Student Support Centre is open from 0830 to 1630, Monday to Friday.**

Alternatively, you can contact us –



01463 273208



[Student.Support.ic@uhi.ac.uk](mailto:Student.Support.ic@uhi.ac.uk)

## Recommended Texts / Reading List

Each subject will have learning resources you will be expected to use. Brightspace, a set textbook and/or scholar. Textbooks are a study cost. Each subject will have a set textbook that you will be provide a copy of and invoiced accordingly. If you are a full-time student and are eligible for a bursary these costs will be covered.

You can take out 15 books at a time from the Library and there is a drop-box and in the Ground Floor Atrium where you can leave books if the Library is closed.

## Lost Property

Lost property can be handed in to the reception desk at the Inverness campus or Balloch campus. Items such as clothing, bags shoes will be held for **one month** only. After such time these will be sent to local charities. Items such as earphones and water bottles will be destroyed after **one month**. Valuables items (passports, driving licences, mobiles, purses, wallets, bags and jewellery) will be taken to the Police on a **monthly** basis.

**Bank cards** are **not** considered valuable and will be kept for **one** week before being destroyed by the Estates Team or our Data Protection Officer, who will shred on our behalf.

Items containing food or drink will be disposed of immediately.

## Opening Times

Opening times can be viewed on our webpage. Please select the relevant campus:

[Study - Our campuses \(uhi.ac.uk\)](#)

## References

### Useful information about UHI Inverness

Includes strategies, publications and Student Code of Conduct

[About us - Publications \(uhi.ac.uk\)](#)