



UNIVERSITY  
TECHNICAL COLLEGE BOLTON

Monday, 01 August 2016

Dear Student,

**September is fast approaching; we can't wait for you to join us.**

The summer is upon us and we are making the final preparations for you to join us at UTC Bolton on Tuesday 6<sup>th</sup> September 2016.

As we approach September we now need to collect some additional information from you to ensure a smooth transition in September.

**Please find enclosed your enrolment information pack. This includes:**

- **Your 2016 Enrolment Form**
- **Responsible Internet, E-mail & ICT Network Use**
- **Our Partnership Agreement**
- **Our Essential Guide to UTC Bolton**
- **Timetables will be ready for you to collect in September from your Academic Mentor.**

Your 2016 Enrolment Form, Partnership Agreement and Responsible Internet, E-mail & ICT Network Use need to be completed, signed and returned during our enrolment days together with a copy of your GCSE Candidate Statement of Results for Year 12 students. This is the slip of paper provided by your existing school on GCSE Results Day – Thursday 25<sup>th</sup> August 2016. **Students entitled to free school meals will need to provide proof of entitlement at enrolment. This will normally be in the form of a letter issued by your local authority or council.**

#### **Year 10 Enrolment Days**

18<sup>th</sup>, 19<sup>th</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> August 2016

#### **Year 12 Enrolment Days**

25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup> August 2016

**You should book an appointment via the website – <http://utcbolton.org/enrolment-days/>**

The appointment will last approximately 10 minutes. It will provide our team with an opportunity to run through your paperwork, answer any last minute questions you may have as well as have your student ID photo taken.

The enclosed Essential Guide to UTC Bolton provides information about uniform for Year 10 students and our business attire dress code for Year 12 students. Uniform items can be purchased from Smart Clothing adjacent to Bolton Market. Year 10 students will need to be fitted for their blazer during enrolment. Their blazer will be ready for collection on Monday 5<sup>th</sup> September 2016 between 13:00 and 15:00.



UNIVERSITY  
TECHNICAL COLLEGE BOLTON

If you have decided that you no longer intend to join us in September, we would be grateful if you could let us know by phone on 01204 37 48 48 or by email to [reception@utcbolton.org](mailto:reception@utcbolton.org) We are extremely oversubscribed for September 2016 and would like to offer any unwanted places to the students on our waiting list.

Best wishes

A handwritten signature in black ink, appearing to read 'D. Goddard', with a horizontal line underneath.

David Goddard  
Principal