

Your Preston College enrolment account is now ready!

To activate your account:

- 1. Visit https://prospect.preston.ac.uk
- 2. Select "Click here if you don't know your password", then type in your email address you used on registering your application with the College and press Submit
- 3. Check your email. You will receive an email from info@preston.ac.uk
- 4. Open the email, and click reset password

You'll then be able to login to your account at <u>https://prospect.preston.ac.uk</u> with your email address and your new password. Save this password as you will need it again in August.

If you have any problems logging in, or you need any help, please email <u>guidance@preston.ac.uk</u> or call 01772 225517.

From Tuesday 12th April 2022 please use your personal account to:

- Check that all your personal details are correct. All boxes must be complete.
- Review your application and accept your offer.

Videos to help you with the process can be found using this link: <u>Enrolment at Preston College - Preston College</u>

From Thursday 25th 2022 August please use your personal account to:

- Upload your GCSE results
- Upload a photo for your college lanyard.

More information regarding the enrolment process can be found in the <u>Online Enrolment</u> <u>Guide</u>. This guide explains the enrolment process and has detailed information on transport, bursary applications and life as a Preston College student.

If you have applied for an apprenticeship as your first choice for September it's important that you still complete the above instructions for your full-time back up offer in case you don't manage to secure employment. Please note on your enrolment account it won't allow you to accept the apprenticeship offer – This would be completed during the apprenticeship sign up process with the employer and someone from the apprenticeship team. If you have secured employment please email <u>dcrumblehulme@preston.ac.uk</u> and we will take you through all of the relevant steps. If you have any questions or need advice about an apprenticeship, you can contact us on 01772 225768

We are on hand if you wish to change the course you were offered at interview or if you want any help or advice. Please email <u>guidance@preston.ac.uk</u> or call 01772 225517.

We look forward to welcoming you to Preston College.

David Elliott

Recruitment & Progression Manager