



Who's Who in Student Services?

Eileen Nicholson - (Student Services Manager)

Manages the Student Services Team and offers support to staff and students on safeguarding issues, Student Disciplinary issues, incidents of bullying & harassment and unfair treatment, issues related to drugs and alcohol

Deane Road - A1.17

Extension: 2180

eileen.nicholson@boltoncc.ac.uk

Carole Tew - Student Services Support Worker

Carole is the first point of contact for visitors to the Student Services Centre as she works on our front desk. She provides information and advice to customers, staff and students about courses and will signpost them to services which meet their needs.

Student Services Centre

Extension: 2182

carole.tew@boltoncc.ac.uk

Ian Travis - (Student Finance Officer)

Co-ordinates and directs the work of the Student Finance Team and deals with all aspects student finance issues for FE and HE

A1.17

Extension: 2191

ian.travis@boltoncc.ac.uk

Paul Armitage (Student Finance Assistant)

Assists students to apply for student finance, assesses eligibility for assistance, makes awards for assistance and deals with student enquiries about finance

A1.17 / Student Services Centre - Deane Road

Ext: 2183

paul.armitage@boltoncc.ac.uk

Tracy Alder

Assists students to apply for student finance, assesses eligibility for assistance, makes awards for assistance and deals with student enquiries about finance

A1.17 / Student Services Centre - Deane Road

Ext: 2199

tracy.alder@boltoncc.ac.uk

Janet Pursglove - (Student Liaison Officer - Mon, Tues and Wed a.m.) (Student Finance Assistant - Wed p.m. Thurs and Fri)

As a Student Liaison Officer Janet organises cross college enrichment opportunities; liaises with college chaplains; and organises cross college Learner Voice activities e.g College Forum and liaises with NUS

As a Student Finance Assistant Janet assists students to apply for student finance, assesses eligibility for assistance, makes awards for assistance and deals with student enquiries about finance

A1.17 Deane Road

Extension: 2192

janet.pursglove@boltoncc.ac.uk

Jenna Sutton (Student Liaison Officer) Wed p.m., Thurs and Fri

Organises cross college enrichment activities and the Student Volunteer Group

A1.17 - Deane Road

Ext: 2197

jenna.sutton@boltoncc.ac.uk

Ann Beever (Careers Adviser)

Offers careers information advice and guidance to individuals who are interested in joining the College or who are existing students who need assistance with their progression plans and careers plans. Students can be seen individually or in groups.

Student Services Centre - Deane Road

Ext: 2185

ann.beever@boltoncc.ac.uk

Emma Horrocks (Careers Adviser)

Offers careers information advice and guidance to individuals who are interested in joining the College or who are existing students who need assistance with their progression plans and careers plans. Students can be seen individually or in groups.

Student Services Centre – Deane Road

Ext: 2187

emma.horrocks@boltoncc.ac.uk

Angie Richardson (Information and Advice Officer) Wed p.m., Thurs and Fri

Offers careers information and advice to individuals who are interested in joining the College or who are existing students who need assistance with their progression plans and careers plans. Students can be seen individually or in groups.

Student Services Centre – Deane Road

Ext: 2186

angie.richardson@boltoncc.ac.uk

Collette Duffy - (Information and Advice Officer) - Mon; Tues and Wed a.m.

Offers careers information and advice to individuals who are interested in joining the College or who are existing students who need assistance with their progression plans and careers plans. Students can be seen individually or in groups.

Student Services Centre - Deane Road

Extension 2186

collette.duffy@boltoncc.ac.uk

Shirley Thompson - (College Counsellor)

Shirley provides the Counselling service in College for students and staff and co-ordinates the work of our volunteer counsellors.

A1.17 Deane Road

Extension: 2190

shirley.thompson@boltoncc.ac.uk

Janet Greenwood - (Child Care Manager) Tues, Wed and Thurs

Janet manages the College's childcare provision at Deane Road

A1.17 Deane Road

Extension: 2184

janet.greenwood@boltoncc.ac.uk