New full-time UK undergraduate students receive **£300 of Kick-Start funds** to help you purchase what you need for your course. Funds will be awarded once your enrolment is complete.

Year 1 BA/FdA Professional Chef students require an Essential Course Kit.

It is important that you order your ESSENTIAL COURSE KIT by Thursday 17th September so that it arrives in time for your first practical session. Orders placed after 17th September will likely arrive after your first practical session.

You will need to follow the 3 steps below:

1. Check that your Kick-Start funds have been awarded
2. Place an order for uniform and equipment on the Russums website
3. Top-up your Kick-Start funds if you need to

1. Check that your Kick-Start funds have been awarded

To check that your Kick-Start funds have been awarded and access your funds:

Login to Kick-Start at www.ucb-aspire.co.uk

You will need to use your UCB email and the password you set when you did online enrolment. Your UCB email is your student ID number followed by @student.ucb.ac.uk. For example ABC12345678@student.ucb.ac.uk

2. Place an order for uniform and equipment on the Russums website

When you have confirmed that you have the funds, visit:

students.russums-shop.co.uk/login

Login Details:

Username: ucbstudent

Password: bpcm816

Once logged in, scroll down and click on:

> **Foundation and Bachelor Degrees** then select

> **BSc/FdSc Professional Chef** then select

> **Essential Course Kit**

On the Essential Course Kit page, you will need to SELECT the appropriate items for your course.

Compulsory items required:

- **Clothing**
- **A Cap**
- **Essential Equipment**

Optional items – Shoes, Scales and Knife Bag

Click **Place Order** when you have finished selecting the items you need.

Enter your full name on the next page. This will be used for embroidered garments.
Click **Save Details**.

Review your order and provide a residential address for your delivery.

Fill in your name under **Student Name**. Select **Pay using a Voucher** as the payment method.

Under **Sign In or Register** enter a valid email address that you have access to and select 'No, I am a new customer' and complete your details.
Under **Billing Details** enter your name and use **B3 1JB** as the postcode and select University College Birmingham. Leave **Comments and PO Ref** empty.

Under Voucher Codes please enter your student ID. It is very important that you do this. This will help link your Kick-Start funds to your order.
Agree to the Terms and Conditions and click **Next**. Wait for your order to be processed.

3 – Top-up your Kick-Start funds if you need to

The equipment and uniform for Professional Chef should come to around £150. However, **if your order comes to over £300**, you will need to top up the additional amount to your Kick Start account. https://www.ucb-aspire.co.uk/secure/card_topup.asp

Enter the last 8 digits of your student ID as the student number and the amount you are required to top up. The top up amount can be paid using a bank card.