

where is life taking you?



COOKSTOWN CAMPUS

DUNGANNON CAMPUS

**South West
College**

PART-TIME FURTHER &
HIGHER EDUCATION PROSPECTUS 2011-12

Course enquiry & enrolment line
(Available from Monday 15th August 2011, 9.30am-4.30pm)
NI: 0800 032 7890 Rol: 1800 481 046



To find out more about our courses scan this code with your smartphone. If you don't have a QR code reader, download a free app.

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www.swc.ac.uk

our vision and mission



OUR VISION

DEVELOPING PEOPLE – ACHIEVING POTENTIAL

OUR MISSION

To provide Lifelong Learning opportunities for the people of the South West region and beyond, through quality education and training in support of economic, social and community development.



Director's Foreword

It is my pleasure, on behalf of all Governors and staff associated with the South West College, to introduce the 2011-12 Part-Time College Prospectus.

The College offers a wide range of part-time curriculum including university access courses, upskilling and reskilling for industry and recreational provision.

This year, there is a particular emphasis on a comprehensive part-time degree offer. One thousand places are available, providing a local and affordable opportunity for the community

of the South West region. There are now many courses available that link to degree courses in Queen's University or University of Ulster and provide the knowledge and skills required by the emerging knowledge economy.

I hope there is an option that suits your needs.

Sincerely

Malachy McAleer
Director

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general information

Please Note:

This brochure will be made available, on request, in alternative formats for those unable to access information in the standard format.

Equality Statement

South West College is committed to ensuring that everyone who comes in contact with the College is treated fairly and should not experience inequality, prejudice or discrimination on the grounds of age; gender; disability; marital status; family or dependant responsibility; nationality; race or ethnic group; religious belief; political opinion; or sexual orientation.

Declaration

South West College has made every effort to ensure that the information contained in this prospectus is accurate. However, the College cannot accept responsibility for any inaccuracies or omissions. South West College reserves the right to review, change or cancel any of the courses outlined subject to applications.

Exam Entry & Timetable

It is the responsibility of all students to ensure they are entered for relevant examinations by the due closing date; similarly, the student is responsible for ascertaining the timing(s) of examinations sitting. Enquiries should be made to the Course Tutor or Examinations Office at the Campus you attend.

Unique Learner Number (ULN):

Whilst at the College, you will be issued with a Unique Learner Number (ULN). The ULN is a personal 10 digit number which will remain with you throughout your life, similar to your National Insurance (NI) Number. Like your National Insurance Number your ULN will be protected and only used for the purpose that it is intended for. It will only be used to pull together your educational experiences and outcomes, enable you to view your learner record online and be used by government agencies who have responsibilities for education. For further information please contact the Admissions Office at your local Campus.

campus opening hours & contact details

Cookstown/Dungannon:

Monday – Wednesday: 8.30am – 10.00pm
Thursday: 8.30am – 6.00pm
Friday: 8.30am – 3.45pm

Enniskillen Campus:

Monday – Wednesday: 8.30am – 10.00pm
Thursday: 8.30am – 5.00pm
Friday: 8.30am – 3.45pm

Omagh Campus:

Monday – Thursday: 8.30am – 10.00pm
Friday: 8.30am – 3.45pm

College central telephone number:

For all enquires at all Campuses:
Tel: 0845 603 1881

www.swc.ac.uk



South West College operates a no smoking policy in all its campus facilities.

college student calendar 2011/12:

STUDENT CALENDAR SEP 2011/JUN 2012			
MONTH	DATE	DAY	
Aug	30	Tue	Student Information Day (9.00 am – 9.00 pm)
Sep	1	Thu	All full-time FE students commence (1st year) including Essential Skills.
Sep	5	Mon	All full-time FE students commence (2nd year) including Essential Skills. Training for Success trainees commence (1st year only) Entitlement Framework students commence (Years 13, 14)
Sep	6	Tues	HE Information Evening (6.00 pm – 8.00 pm)
Sep	8-9	Thu-Fri	Entitlement Framework students commence (Years 11, 12)
Sep	19	Mon	Training for Success trainees commence (2nd/3rd years) SLDD provision commences All full-time HE Students commence (except QUB) All part-time HE students commence (except QUB)
Sep	26	Mon	All QUB full-time HE students commence All QUB part-time HE students commence All part-time FE students commence
Oct	19	Wed	Virtual Teaching Day
Oct– Nov	31-4	Mon-Fri	Halloween break (5 days) No full-time or part-time classes running
Dec/Jan	22-4	Thu-Wed	Christmas Break (College closed)
Jan	5	Thu	All full-time FE classes recommence All part-time FE classes recommence
Jan	23	Mon	All full-time HE Students recommence (except QUB) All part-time HE students recommence (except QUB)
Jan	30	Mon	All QUB full-time HE students recommence All QUB part-time HE students recommence
Feb	15-17	Wed-Fri	Half-Term Break – 3 days (no classes for students)
Mar	19	Mon	College closed (Public Holiday)
Apr	4–13	Wed-Fri	Easter Break
May	7	Mon	College closed – Public Holiday
May	w/c 14		Entitlement Framework students finish (Years 12, 13, 14)
May	w/c 14		All full-time HE students finish (except QUB) All part-time HE students finish (except QUB)
May	w/c 21		All QUB full-time students finish All QUB part-time students finish
Jun	4-5	Mon-Tue	Public Holiday (2 days) College closed
Jun	w/c 11		Entitlement students finish (Year 11)
Jun	w/c 19		All full-time FE students finish

Please Note:

- Part-time Further Education Courses commence the week beginning 26th September 2011
- Part-time Higher Education courses commence the week beginning 19th September 2011 (unless otherwise stated)
- Room and tutor details will be available from the College Reception on the first night of each course.

how to enrol



Enrolments begin in all Campuses on Monday 25th July 2011.

On equality grounds this enrolment notice will be advertised in all local newspapers prior to this date. Enrolling on a course at South West College can be done by choosing from one of the 3 methods detailed:

1. By Telephone

You can enrol on all courses using the course enquiry and enrolment line from 8.08.11 – 30.09.11

Simply telephone (9.30am - 4.30pm):
Northern Ireland: 0800 032 7890
Republic of Ireland: 1800 481 046

A recorded message will ask you to select from one of the following options:

PRESS 1: For course queries or information and advice.
PRESS 2: If you are ready to enrol and have your Credit Card, or Debit Card for payment.

2. By Post

You can enrol by post until 30.09.11 for all courses.

Simply complete the enrolment form enclosed and post it to the relevant College Campus (addresses available at the back of this prospectus), enclosing payment for the course. Postal enrolment will require payment by cheque, credit card, debit card or postal order.

3. In Person

You can call into the College during opening hours.

It is important to note that enrolments are accepted on a 'first come first served' basis and many courses fill up quickly.

PLEASE NOTE

Enrolment may be taken after the main enrolment period only if places are still available.

AGE LIMIT

Students must be 16 years of age on or before 1st July 2011 to enrol on any of the courses in the South West College.

ALL APPLICANTS WELCOME

The College welcomes applications from mature students, students with qualifications from other countries and those seeking to gain qualifications. The standard entry requirement for many courses may be waived if alternative qualifications or experience can be offered. For further information on fees for overseas students, please contact the Admissions Office at the relevant Campus.

ID

All students will be required to produce ID upon enrolment e.g. passport, driver's license, National Insurance card, electoral card etc.

For all your
information/enrolment needs:

Open evenings will be held in each
Campus on:

Tuesday 30th August
9.00am – 9.00pm

Higher Education Information Evening:
Tuesday 6th September
6.00pm – 8.00pm

Everyone welcome!

student services



South West College provides a range of services for our students.

Accommodation

A list of accommodation for the local area surrounding the Campus you attend is available through Student Services. The College is unable to approve or recommend accommodation so students must satisfy themselves to its suitability.

Career Guidance

Each campus has a dedicated careers professional who provides guidance and information for all prospective students. This includes help in deciding on courses and relevant combinations, establishing career aims, and supporting students in planning and applying for their next step – Higher Education and employment. You are encouraged to make contact with the Careers Officer in your campus during your time at the College. Contact Student Services for further details.

Student Learning Support

The College is committed to providing a supportive and friendly learning environment for all students and has a confidential Student Learning Support service that can help you with any learning difficulties you may be experiencing. The College can offer a wide range of support depending on your needs. This can include:

- In class support, e.g. note takers, learning support worker and one-to-one support outside the classroom, e.g. help with assignments
- Specialist equipment, talking calculators, loop system
- Loaned equipment, e.g. laptop,

Dictaphone

- Specialist software, e.g. zoom text

Contact Student Services at the relevant Campus for further information: Tel: 0845 603 1881

Student Counselling

A confidential counselling service is available at all campuses. Contact Student Services for further details.

Learning Resource Centre/Library & Access Centre

The Learning Resource Centre/Library & Access Centre are student-centred resource centres providing a wide range of textbooks, journals, newspapers, census data, government publications and CD-Roms, which provide an excellent opportunity for private study and research. The centres include high speed internet access and a variety of web-based learning resources helping students to research information online. The staff in each Centre are available to assist students in exploring the Centre's resources so that they can become self sufficient in their use.

Essential Skills

The College provides specialist support for those Full-Time and Part-Time students who require key numeracy and/or literacy skills. Contact the Curriculum Support Officer at the relevant campus for further information Tel: 0845 603 1881.

Facilities to support you

Student Social Area

All students have access to a wide variety of facilities on each campus. The social areas containing pool tables, a television and a games area, and are highly popular locations for students to socialise in during breaks and free periods.

Students' Union

Membership of the official Student Union is open to all students of the College. It is affiliated to the NUS/USI who represents all student unions in Northern Ireland. The purpose of the Union is to promote the general welfare of the students by encouraging student societies, sports and social activities. The benefits to students include a discount card, website offers, access to information on welfare issues, finance, health and many more.

Crèche

Dungannon and Omagh Campuses have fully functional crèche facilities on site. These facilities are operated by Treehouse and are available for staff and student bookings. Both crèches offer a drop-in service to facilitate parents at short notice.

For further information please contact:

Dungannon Tel: (028) 8775 2220
Omagh Tel: (028) 8225 5214

financial information

Financial Guide to Fees for Further Education Students

1. Course Fees are listed in the course timetable provided.

2. **Payment** – Course fees MUST be paid before the first session of the course and can be made by Cash, Credit Card, Debit Card, Cheque, Postal Order or specific cases by direct debit.

HAVING DIFFICULTY PAYING FEES?

Hardship Funds may be available to assist students (with travel, course materials and other expenses) who are experiencing financial hardship. In order to qualify for Hardship Funds you must be over 18 and enrolled as a student of the College. For further financial details and an application form (forms available from mid September 2011), please contact Student Services at the relevant Campus for further information.

3. Further Education Tuition Fees

Students paying FE tuition fees less than £150 – Full payment must be made at time of enrolment.

Further Education Fees by Direct Debit

Students paying FE tuition fees of £150 or more can pay in 4 equal instalments: with the first instalment due at the time of enrolment, in the form of Cash, Cheque or Credit/Debit Card and the balance due in 3 further instalments to be collected by direct debit on 25 November 2011, 27 January 2012, and 30 March 2012

ELB Grants

Some students may be entitled to the ELB grant which has a maximum value of £465.00. These students must apply for the grant through the Education and Library Board and must pay the College the relevant tuition fee by 4 equal instalments as above. If the student is awarded the grant, the College will invoice the Board for the amount allocated and a refund will be generated to the student on receipt of a copy of the letter stating the confirmation from the ELB.

Additional Costs

Many courses have additional costs embedded in the total cost e.g. exams fees, registration with or membership of professional bodies, course materials (e.g. beauty/hairdressing kits, computer discs, art materials, flowers) and/or books etc. This information is as accurate as possible at the time of going to press but may be subject to change as these costs are outside the College's control.

4. Courses that last for more than one year

Fees payable at enrolment apply to year 1 only. Candidates must re-enrol and pay relevant fees for any further year(s) of study at the start of each academic year.

5. Payment of Fees by Employer/Sponsor

If your employer is paying your course and/or exam fees, a letter from your employer or a completed SWC Employer Fee Confirmation Form must accompany your enrolment form, stating their commitment to pay such fees and giving a

name and address for invoicing purposes.

6. Please Note

Tuition fees are advertised on a yearly basis for courses of two or more years duration.

Refunds Policy

Once the appropriate fees have been paid and a student has been accepted on a course normally a refund will not be issued unless the course is cancelled by the College. The following exceptions shall apply:

Exceptions:

- When a student is prevented by a serious medical condition from attending a course and as a result will be unable to resume studies in a future academic period, then if this can be verified by a doctor's certificate, a refund will be considered.
- If, due to unforeseen personal circumstances, a student is unable to complete their current course of study they may be permitted to transfer their enrolment to the next appropriate academic period. Alternatively, the College will consider issuing a credit note, which may be used for future enrolments within the College.

An administration fee of £20 will be charged per refund generated.

(* All requests for refunds should be made in writing and sent to the Admissions Office of the relevant Campus for consideration.)

Reduced Fees

A standard 50% reduction in fees will be allowed to students participating on selected vocational courses that meet residency requirements and fall into any of the following categories. Evidence required is given against each category below: **Please note: Evidence must be produced at the time of enrolment only to enable reduction in fees.**

Category	Evidence
• In receipt of Income based Job Seekers Allowance (or dependent Spouse/partner or parents if under 19)	College form stamped by SSA Office or Copy of SSA Letter
• In receipt of Income Support (or dependent spouse/partner or parents if under 19)	College form stamped by SSA Office or Copy of SSA Letter
• In receipt of Guaranteed Pensions Credit	College form stamped by SSA Office or Copy of SSA Letter
• In receipt of Working Tax Credit who are entitled to the NHS Exemption Certificate (or dependent spouse/partner or parents if under 19)	NHS Exemption Certificate or Notification from Tax Credit Office (total income must be below qualifying Threshold of £15,276)
• Housing Benefit (Rent Rebate) or Rate Relief	Award letter from either the Northern Ireland Housing Executive or Land & Property Service
• Full-Time South West College students studying a Part-Time course	Proof of enrolment
• Means Tested ESA	Documentary Evidence

support for students

This is not an exhaustive list and students enrolled on certain Higher Education courses may be eligible for additional financial support. Contact Student Services for further information.

Award	Criteria	How to apply
Further Education Award	<p>A grant of up to £465 towards tuition fees (fee grant) A grant of up to £265 to help with course costs (course grant) (Entitlement to grant will depend on your household income.)</p> <ul style="list-style-type: none"> Students who have reached the age of 19 years on 1st July 2011 Students ordinarily resident in Northern Ireland and have been ordinarily resident in the UK for 3 years before the course start date. Non home EU students may be eligible for fee grant only <p>For full details of above grants see booklet – Further Education awards 2011/12 – a guide to financial support for further education</p>	<p>Applications forms, booklet and information available from Student Services or Student Finance NI, Further Education Awards Section, 1 Hospital Road, Omagh BT79 OAW Tel: 028 8225 4546 E-mail: feawards@welbni</p> <p>Closing date 30th September 2011</p>
Hardship Funds	<p>This is a further source of financial help which may be available to you.</p> <ul style="list-style-type: none"> Students aged 18 and over on 1st July 2011 or turning 18 in the academic year. Students studying a vocational programme. Have explored all other avenues of funding 	<p>Application forms and information on eligibility available from Student Services</p>
Childcare Grant	<p>The Childcare Grant is means-tested and is available for part-time students with dependent children in registered or approved childcare, for example 'registered childminder' or crèche.</p> <p>For full details of above grants see booklet – Further Education awards 2011/12 – a guide to financial support for further education</p> <ul style="list-style-type: none"> Students must have reached the age of 19 years on 01 July 2011 	<p>Applications forms, booklet and information / guidance available from Student Services or Student Finance NI, Further Education Awards Section, 1 Hospital Road, Omagh BT79 OAW or Download a form from www.welbni.org/application Tel: 028 8225 4546 E-mail: feawards@welbni</p>
Care to Learn Scheme	<p>This is another form of Childcare support and is available for students who are at least 16 years of age and under 20 years of age at the start of the course. To be eligible, a student must during their course of study be, or become:</p> <ul style="list-style-type: none"> A parent; and Live in Northern Ireland <p>(A student should also meet residency requirements in accordance with Education (Student Support) Regulations (Northern Ireland)) Application forms available from Student Services</p>	

Part-Time Higher Education

Prospective students complete a **PTG1 Application Form** available from their local Education and Library Board to assess entitlement to financial support.

Part Time Higher Education Tuition Fees by Direct Debit

Students paying HE Part Time tuition fees must pay £200 on enrolment in the form of Cash, Cheque or Credit/Debit Card and the balance due in 3 further instalments to be collected by direct debit on 25 November 2011, 27 January 2012, and 30 March 2012.

Non home EU students apply to EU Team in Darlington

Tel: 0141 243 3570 (10am to 4pm)
E-mail EU_Team@slc.co.uk

Financial support available can include:

- Fee Grant - grant towards the cost of fees
- Course Grant - grant towards course costs
- Disabled Students' Allowance -to help with extra costs incurred in studying due to a disability or learning difficulty.

This is not an exhaustive list and students enrolled on certain Higher Education courses may be eligible for additional financial support. Contact Student Services for further information.

Assistance with childcare

- Please contact Student Services at the campus in which you are studying.

essential skills

Essential Skills learners and staff from South West College recently won prestigious awards at this year's Essential Skills Awards ceremony at Hillsborough Castle. The ceremony is designed to recognise and celebrate outstanding achievements in literacy, numeracy and ICT learning for students from all across Northern Ireland.



The ceremony is designed to recognise and celebrate outstanding achievements in literacy, numeracy and ICT learning for students from all across Northern Ireland.

Nessa Skeffington, Essential Skills Coordinator/Lecturer from Dungannon Campus was crowned Essential Skills Champion for 2011 in recognition of her outstanding contribution to the Essential Skills agenda.

Leo Naan from Enniskillen and Mary McElroy from Roslea were announced as joint winners of the Co Fermanagh Essential Skills Learner of the Year 2011 title and Robert Thompson, also from Enniskillen was presented with the NI Trade Union Essential Skills Learner of the Year 2011.

Like many people, Leo realised that Essential Skills were necessary if he wished to progress his career as a plasterer. After regularly missing out on job vacancies due to his skills gap, Leo embarked on a course of study at South West College in Enniskillen which resulted in Level 2 qualifications in Literacy and Numeracy. Leo, now equipped with these skills, hopes to start his own

plastering business. In addition, he aims to pass on his skills by becoming a part-time plastering instructor. Not only that, Leo is now able to play a fuller part in family life by getting involved with his daughter's schoolwork.

Commenting on his learning experience, Leo said: "I heard about the free Essential Skills classes and how they could help people to improve their chances in life. My

qualifications mean I don't feel excluded and now I have a whole new outlook and ambition in life."

Congratulating Leo, Employment and Learning Minister, Danny Kennedy, said: "Leo's achievements prove the real value of Essential Skills, whether at work or at home and I hope that his story provides the inspiration for others to follow his example. He is a worthy winner of his award."

Mother of five, Mary McElroy's contract of employment was due to end. In order to reapply for the post, Mary knew she had to improve her skills and qualifications. Having gained Essential Skills Level 2 Literacy and Numeracy at South West College in Enniskillen, Mary not only hopes to continue in her employment as a Learner Support Worker but has a number of other ideas for her future – these include setting up a home based knitting business, writing articles for women's magazines and perhaps even writing her autobiography.

Commenting on her Essential Skills experience, Mary said: "I'm thrilled that I have achieved up-to-date qualifications. I'm more confident and can apply my





3

communication skills to everyday personal and work situations."

Congratulating Mary on her award, the Minister, Danny Kennedy, said: "Mary has gained new skills which will undoubtedly enhance her career prospects and this is a lesson for us all as we seek to upskill our workforce. An Essential Skills Award is fitting reward for her efforts."

Long distance lorry driver Robert Thompson's reasons for returning to study at South West College in Enniskillen were two-fold. He wished to gain qualifications to change his career and enable him to spend more time with his family, but Robert also wanted to be able to help his children with their homework. Having achieved his Essential Skills Level 2 Literacy and Numeracy qualifications, Robert is now actively seeking employment in areas of work he never could have before and he also plans to undertake a Foundation Degree.

Robert is also currently undertaking Essential Skills Level 2 ICT.

Having realised the benefits of Essential Skills qualifications Robert actively encourages other parents, friends and colleagues to undertake study. He said: "My future is no longer a fantasy. I plan to undertake a Foundation Degree and progress to gaining qualifications in order to achieve my new dream of becoming a Sports Dietician/Nutritionist."

Offering his congratulations to Robert, Employment and Learning Minister, Danny Kennedy, said: "Essential Skills have enabled Robert to unlock his potential and opened up a whole range of career possibilities. He is fully deserving of his award."

Speaking at the event, Catherine Bell, Deputy Secretary at the Department for Employment and Learning, said: "Everyone honoured today exemplifies the

commitment and dedication of learners right across Northern Ireland. The Essential Skills Awards are a fitting acknowledgement of their efforts and I congratulate each of the winners on their success."

1: Catherine Bell, Deputy Secretary at the Department for Employment and Learning; Sarah Travers, BBC and Leo Naan, joint winner of the Co Fermanagh Learner of the Year 2011 title.

2: Catherine Bell, Deputy Secretary at the Department for Employment and Learning; Sarah Travers, BBC and Mary McElroy, joint winner of the Co Fermanagh Learner of the Year 2011 title.

3: Catherine Bell, Deputy Secretary at the Department for Employment and Learning; Sarah Travers, BBC and Nessa Skeffington from South West College who was crowned Essential Skills Champion for 2011.

Fast track your way to a brighter future!



FREE English, Maths and Computer Courses

College staff will meet you individually to assess the most suitable course for you.
Level 2 equals GCSE Grade C

For further information contact Edel: FREEPHONE: 0800 022 3113

college highlights



Highlight 1 Embedding Technicians Scheme

South West College and the Institution of Civil Engineers (ICE) are now working together as part of a major programme to boost potential employment prospects for students seeking careers in engineering. The partnership entitled 'The Embedded Technician Scheme' will enable students enrolled on the college's Foundation Degree courses in Construction and Civil Engineering to gain ICE Technician Membership, access professional training and improve upon vital skills and know how sought by prospective employers. South West College is the first college in Northern Ireland to develop the programme which has already been successfully deployed at the University of Derby, Coventry University and Leeds Metropolitan University. Pictured at the programme launch were Kieran Mannion, HE Policy Branch, Department for Employment and Learning, Pat Doherty, Divisional Roads Manager, DRD Roads Service, Bill Gowdy, Regional Chairman, Institution of Civil Engineers (NI), Malachy McAleer, Director, South West College and Steve Hyde, Assistant Regional Director, Institution of Civil Engineers (SEE).



Highlight 2 Enterprising Times

Budding entrepreneurs at South West College pictured with Michael McAlister, Head of Curriculum and Business Development, and Camilla James, Curriculum Manager. These students are currently benefiting from a series of enterprise activities that are aimed at increasing awareness of what it takes to set up a successful business. The Advancing Enterprise project, funded by the Department for Employment and Learning, is being run in other colleges across the province and led by Belfast Metropolitan College. The aim of the project is to enable students to gain valuable support and guidance from experts in the field of enterprise, and will see a number of exciting competitions being held in the forthcoming months that will encourage students to become creative in generating business ideas.

South West College is the first college in Northern Ireland to develop the enterprise programme which has already been successfully deployed at University of Derby, Coventry University and Leeds Metropolitan University.



The website was the only college website worldwide to achieve this award in 2010.

**Highlight 3
Heart Start**

College students being trained by Heartstart professional Nicola McGlinchey, Community Resuscitation Development Officer with the Western Trust, along with Roisin Bradley Curriculum Manager and Fidelma McAleer Head of Social Science. The Heartstart programme provides an opportunity for College students to learn simple emergency life support skills, as well as having fun learning a new skill. The College is the first 'Heartstart' College in the Western Trust area and aims to provide all students will life saving skills.

**Highlight 4
Investors in People Recognition**

The College has been successful in achieving Investors in People (IIP), making it the first College of the six regional Colleges in Northern Ireland to achieve this status. This accolade followed three years of strategic innovation-led growth with the College being honoured for its commitment to improve business performance and development opportunities amongst its 800 strong staff.



**Highlight 5
International Award for Website**

The College has been awarded 'Best in Class' by the Interactive Media Awards™ for its new website. This international award recognises that the project met and surpassed the basic standards of excellence that comprise the web's most professional work. The site was honoured specifically for excellence in the 'College' category. The website was the only college website worldwide to achieve this award in 2010. IMA judges evaluated websites based on five criteria: Design, Content, Feature Functionality, Usability and Standards Compliance. Pictured, Troy Prenter College Communications Officer along with Paul Mulgrew and Maria McAleer from Creative Media.



Highlight 6
Outstanding Academic Recognition in Administrative Management

College students Helena McElrath and Heather Elliott ranked in the top five students that undertook the IAM Advanced Diploma in Administrative Management in 2010. The significance of this achievement is that the IAM is an International Awarding Body. The students were awarded outstanding academic performance recognition from the Institute of Administrative Management (IAM) based in London. The students are pictured with Lecturer Claire Connolly (centre).

Highlight 7
SME Innovation Programme

The College has launched a SME Innovation Programme, funded by Dungannon and South Tyrone Borough Council, to enhance small businesses' competitive advantage within the Borough making changes with a positive effect relating to product

innovation, process development, and business improvement techniques. The programme focuses on micro / small businesses that are either not yet Invest NI clients or are non-active Invest NI clients. It will act as a framework to catalyse innovation through a managed and integrated approach to innovation promotion and support. Pictured at the launch are Chris McQueen (Programme Manager), Michelle O'Neill MLA (Mayor of Dungannon and South Tyrone Borough Council), Vinny Beggs (Enterprise, Investment & Grants Manager)

Highlight 8
First dedicated STEM Centre for Northern Ireland Launched

The College opened the doors to the first dedicated Science, Technology, Engineering and Maths (STEM) teaching facility and exhibition space in Northern Ireland in March at its Dungannon Campus. The new £700,000 state-of-the-art centre aims to encourage enthusiasm for science-based careers and features the latest in innovative learning technologies including a 3D visualisation suite, touch screen television and 30 iPads pre-loaded with educational

applications. Pictured at the launch of the new centre were; Shirley Lamont, STEM Centre Coordinator, Joe Martin, Chairman, Board of Governors, Malachy McAleer, Director SWC, Prof Sa'ad Medhat, New Engineering Foundation and seated Minister for Employment and Learning, Danny Kennedy.

Highlight 9
British Safety Council International Safety Award



South West College has been awarded the British Safety Council International Safety Award (with Merit). This award clearly demonstrates the College's commitment to the health, safety, and well-being of its workforce as the International Safety Award recognises and rewards organisations that show a real commitment to improving corporate health and safety. The award is acknowledged by the UK Health and Safety Executive as a powerful motivator for achieving high safety standards. The College's application scored 50 out of 60 and was highly commended. The award was presented at the end of May in the Grosvenor House Hotel, London.



Highlight 10
International Space Station Calls Northern Ireland Students

Astronauts onboard the International Space Station swapped space walks for careers talks as they teamed up with high-flying students at South West College in Enniskillen recently. A group of six specialists on the high-tech satellite, which is orbiting 220 miles above Earth, took time from complex space operations to encourage learners to aim high and fulfil career ambitions.

During the rare radio contact, participants had a chance to put questions directly to the Station Commander and Flight Engineers in real time and hear how they gained senior positions in space exploration. Mamraz Nagi, Careers Officer at South West College, said he hoped the exciting link up would inspire students to keep pursuing their career goals.

"This project has been about flaring imaginations and showing that ambition and determination can bring extraordinary results. It's not every day that students have the chance to speak with people whose work is literally out of this world," he said. "The fact is that competition for jobs is getting



tougher and for anyone starting out in their chosen field it is critical to stay motivated and focused on achieving their goals. Even astronauts have had to combine hard graft with natural talent to clinch their roles."

The rare opportunity followed more than six months of careful planning and collaboration between South West College, NASA and Amateur Radio on the International Space Station (ARISS).

Highlight 11
£2.4million employability programme to assist NEETs

The Minister of Employment and Learning, Dr. Stephen Farry launched a new £2.4million employability programme at Stormont in late June 2011. The programme, entitled Step-up to Sustainable Employment (SUSE) is aimed at young people not in employment, education or training (NEETs) and disadvantaged adults. The project will be funded by up to £2.4 million by the European Social Fund Programme 2007-13 administered by the Department for Employment and Learning. Speaking at the project launch in Parliament Buildings, the Minister said: "This project aims to provide support for up to 400 young

people and adults at risk of social exclusion and offers new ways to connect with learning, training and work opportunities. "Projects like SUSE are important and good news for everyone. They benefit individual participants through the promotion of employability and social participation, and help to promote wider economic development. The active involvement of businesses and employers ensures the programme can be shaped to meet specific industry needs and establish valuable work experience and placement programmes."

The Minister praised the project's collaborative approach which will be led by the South West College in partnership with the PSNI, Prince's Trust, Federation of Small Businesses and Northern Ireland Centre for Trauma & Transformation. The Minister emphasised that the Department continues to move provision forward for key inactive groups including young people who are not in education, employment or training, and adults at a disadvantage in the labour market.

Operating across the Cookstown, Dungannon, Omagh, Enniskillen and Strabane areas, the SUSE project will provide confidential one-to-one mentoring and access to a suite of practical courses, support and work experience with local employers.

10. STUDENT DECLARATION

I understand that I may cease to be a student of the College if I have an absence without explanation for more than four consecutive weeks. By signing this form I agree to comply with all College regulations. I also declare that all information provided on this form is correct and I undertake to pay full tuition and other fees due to the College in relation to this enrolment(s).

Print Name: _____

Signed: _____ Date: _____

11. LECTURER SIGNATURE

I certify that the above student is suitable for the course(s)

Lecturer Signature: _____

Completed enrolment forms should be returned to the appropriate South West College campus:

South West College
Admissions Office
Cookstown Campus
Burn Road
Cookstown
Co. Tyrone
BT80 8DN

Tel: 0845 603 1881
Textphone: 028 8772 0625

South West College
Admissions Office
Dungannon Campus
Circular Road
Dungannon
Co. Tyrone
BT71 6BQ

Tel: 0845 603 1881
Textphone: 028 8772 0625

South West College
Admissions Office
Enniskillen Campus
Fairview
1 Dublin Road
Enniskillen
Co. Fermanagh
BT74 6AE

Tel: 0845 603 1881
Textphone: 028 6631 2278

South West College
Admissions Office
Omagh Campus
2 Mountjoy Road
Omagh
Co. Tyrone
BT79 7AH

Tel: 0845 603 1881
Textphone: 028 8225 5237

This document can be made available upon request in alternative formats for those unable to access information in the standard format



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Find out more about the opportunities available at South West College



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**South West
College**

where is life taking you?

visit www.swc.ac.uk to explore your options.

OFFICE USE ONLY:

Keyed by: _____ Date: _____

Receipt No: _____

ID Verification Type : _____ Date: _____

Student ID:

enrolment form 2011/2012

If you require help in completing this form please ask a staff member to assist you

EQUAL OPPORTUNITIES STATEMENT: The College is committed to a policy of equal opportunities and welcomes applications regardless of community background, gender, race, colour, ethnic origin or disability.

DATA PROTECTION: I declare that the information I have provided is correct. I am aware that the college reserves the right to withdraw or cancel any course at any time and shall have no claim against the College in such event except for repayment of fees paid. I understand the information provided by me will be handled in accordance with the Data Protection Act 1998 and may appear in Examination Certificates awarded to me. I also agree to notify the College of any changes to my personal details. The College adheres to the principles of Data Protection legislation.

FAIR PROCESSING NOTICE: The College may wish to contact you for research purposes or to offer other educational products. Also, in order to streamline and simplify how information on learning and achievement is collected, handled and shared by the College we will be utilising the Managing Information Across Partners (MIAP) Services operated by the Learning Skills Council. At no time will your personal information be passed on to organisations for marketing or sales purposes. For further information please go to <http://www.miap.gov.uk/about> and/or <http://www.swc.ac.uk>. If you have an objection to this, please tick here.

1. COURSE INFORMATION

Course code	Course Title (Please specify out-centre & tutor where applicable)	Day	Time	Student Start Date	Total Fee

2. PERSONAL DETAILS SECTION

Surname: _____ First Name(s): _____ Previous Name: _____

Date of Birth: Title: Mr/Mrs/Miss/Ms/Dr Gender: M F

ULN Number: _____ EMA Ref No: _____ Other (please specify) _____

Address: _____
(Correspondence will go to this address)

Postcode: Email: _____

Mobile No: _____ Home No: _____ Work No: _____

NEXT OF KIN (in case of emergency)

Surname: _____ First Name(s): _____ Relationship to Student: _____

Address: _____
(if different from above)

Postcode:

Mobile No: _____ Home No: _____ Work No: _____

3. MARKETING INFORMATION: In order for us to review and monitor the success of our marketing material please complete the following.

I found out about this course(s) from the following source:

Brochure distribution Careers Talk from College staff Open Day Family/ Friends Employer

College Newsletter Press/radio advertising Website Social Networking:

Please indicate whether your details can be used for publicity purposes. Yes No

4. NAME OF CURRENT OR PREVIOUS SCHOOL OR COLLEGE: (FOR FULL-TIME, LINKS STUDENTS AND TRAINEES)

School/College: _____ Town: _____

EXISTING SWC STUDENT from the list below, please identify if you have attended the college in the past 3 years (tick as appropriate)

Cookstown Campus Dungannon Campus Enniskillen Campus Omagh Campus

5. LEARNING SUPPORT

The college welcomes applications from people with learning difficulties and/or disabilities. The definition of a disability in the Disability Discrimination Act 1995 is: 'A physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities.'

Do you think that you meet this definition of disability?

OFFICE USE ONLY:

Learning support: _____ Date: _____

Yes (if Yes, please complete below)

No (If No, go to section 6)

- | | | | | | |
|---|-----------------------------|--|-----------------------------|--|-----------------------------|
| Specific Learning Disability
(e.g. dyslexia) | 01 <input type="checkbox"/> | Wheelchair/Mobility Difficulty | 04 <input type="checkbox"/> | Unseen/ Hidden Disability
(e.g. diabetes, epilepsy) | 07 <input type="checkbox"/> |
| Blind/ Partially Sighted | 02 <input type="checkbox"/> | Autistic Spectrum Disorder/
Asperger's Syndrome | 05 <input type="checkbox"/> | Two or more of the above | 08 <input type="checkbox"/> |
| Deaf/ Hard of Hearing | 03 <input type="checkbox"/> | Mental Health Difficulty | 06 <input type="checkbox"/> | Other Disability, Special
Need or Medical Condition | 09 <input type="checkbox"/> |

Do you require additional learning support because of a disability and/or learning difficulty?

Yes No

(If you tick 'yes' we will contact you to discuss your support requirements. Any information that you provide will be kept private and will not be passed to anyone without your consent.)

6. MONITORING INFORMATION

The following information is requested by the Department for Employment and Learning to assist in Equal Opportunities Monitoring, and the compliance with Section 75 of the Northern Ireland Act 1988. IT IS THEREFORE IMPORTANT YOU TICK THE BOX IN EACH OF THE FOLLOWING SECTIONS. This information will be treated in the strictest confidence and in accordance with the Data Protection Act 1998.

Nationality: (please tick one box)

- | | | | | | | | | | |
|------------------------------|------------------------------|------------|------------------------------|---------|------------------------------|------------|------------------------------|-----------|------------------------------|
| Irish | 676 <input type="checkbox"/> | British | 399 <input type="checkbox"/> | Czech | 639 <input type="checkbox"/> | Hungarian | 670 <input type="checkbox"/> | Polish | 727 <input type="checkbox"/> |
| Nigerian | 717 <input type="checkbox"/> | Portuguese | 728 <input type="checkbox"/> | Latvian | 772 <input type="checkbox"/> | Lithuanian | 833 <input type="checkbox"/> | Slovakian | 850 <input type="checkbox"/> |
| Other (please specify) _____ | | | | | | | | | |

Number of Dependents: Do you look after or give help or support to:

a Child (enter number)

(i.e. those under 16 or 18 if in full-time education)

an Adult (enter number)

(e.g. elderly relatives)

Marital Status: (please tick one box)

- | | | | | | | | |
|------------------------------|-----------------------------|---------------------------------------|-----------------------------|--------------------|-----------------------------|---------|-----------------------------|
| Single | 01 <input type="checkbox"/> | Married/Co-Habiting/Civil Partnership | 02 <input type="checkbox"/> | Separated/Divorced | 03 <input type="checkbox"/> | Widowed | 04 <input type="checkbox"/> |
| Other (please specify) _____ | | | | | | | |

Community Background: (please tick one box)

- | | | | | | | | | | | | |
|----------------|----------------------------|------------|----------------------------|-----------------|----------------------------|---------------|----------------------------|-------------|----------------------------|------------|----------------------------|
| Roman catholic | 1 <input type="checkbox"/> | Protestant | 2 <input type="checkbox"/> | Other Christian | 3 <input type="checkbox"/> | Non Christian | 4 <input type="checkbox"/> | No Religion | 5 <input type="checkbox"/> | Not stated | 6 <input type="checkbox"/> |
|----------------|----------------------------|------------|----------------------------|-----------------|----------------------------|---------------|----------------------------|-------------|----------------------------|------------|----------------------------|

Ethnic Origin: (please tick one box)

- | | | | | | | | |
|-----------------|-----------------------------|-------------|-----------------------------|-------------|-----------------------------|-------------------------------|-----------------------------|
| White | 01 <input type="checkbox"/> | Black Other | 04 <input type="checkbox"/> | Bangladeshi | 07 <input type="checkbox"/> | Information Refused/Not Known | 10 <input type="checkbox"/> |
| Black Caribbean | 02 <input type="checkbox"/> | Indian | 05 <input type="checkbox"/> | Chinese | 08 <input type="checkbox"/> | Irish Traveller | 11 <input type="checkbox"/> |
| Black African | 03 <input type="checkbox"/> | Pakistani | 06 <input type="checkbox"/> | Other | 09 <input type="checkbox"/> | Mixed Other | 12 <input type="checkbox"/> |

Employment sector: (please tick one box)

- | | | | | | |
|---------------------------------|-----------------------------|------------------------------------|-----------------------------|--|-----------------------------|
| Agriculture, hunting & forestry | 20 <input type="checkbox"/> | Wholesale | 26 <input type="checkbox"/> | Education | 32 <input type="checkbox"/> |
| Fishing | 21 <input type="checkbox"/> | Hotels & Restaurants | 27 <input type="checkbox"/> | Health & Social Work | 33 <input type="checkbox"/> |
| Mining & Quarrying | 22 <input type="checkbox"/> | Transport, Storage & Communication | 28 <input type="checkbox"/> | Community, Social & Personnel Services | 34 <input type="checkbox"/> |
| Manufacturing | 23 <input type="checkbox"/> | Financial Intermediation | 29 <input type="checkbox"/> | Not Applicable | |
| Electricity, Gas & Water Supply | 24 <input type="checkbox"/> | Real Estate, Renting & Business | 30 <input type="checkbox"/> | | |
| Construction | 25 <input type="checkbox"/> | Public Administration & Defence | 31 <input type="checkbox"/> | | |

Employment Status: (please tick one box)

- | | | | | | | | |
|--------------------|----------------------------|--------------------|----------------------------|------------|----------------------------|---|-----------------------------|
| Employed Full-Time | 5 <input type="checkbox"/> | Employed Part-Time | 6 <input type="checkbox"/> | Unemployed | 9 <input type="checkbox"/> | Economically Inactive
(not in work and not looking for work) | 14 <input type="checkbox"/> |
|--------------------|----------------------------|--------------------|----------------------------|------------|----------------------------|---|-----------------------------|

Sexual Orientation: My sexual orientation is towards someone of:

- | | | | | | | | |
|-----------------|--------------------------|--------------|--------------------------|------|--------------------------|---------------------------------------|--------------------------|
| A different sex | <input type="checkbox"/> | The same sex | <input type="checkbox"/> | Both | <input type="checkbox"/> | I do not wish to answer this question | <input type="checkbox"/> |
|-----------------|--------------------------|--------------|--------------------------|------|--------------------------|---------------------------------------|--------------------------|

part time further education course timetable

Cookstown / Dungannon Campus

This A to Z guide covers all part-time further education courses being offered for the 2011-12 academic year.

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
a												
Access to HE Courses												
P10012	SDE1A	Dungannon	Level 3	University Of Ulster Access Diploma In Social Sciences - Year 1 A	30	Tues & Wed	18:30 + 1hr	21:30	Yes		£428	N/A
P10012	SDE1B	Dungannon	Level 3	University Of Ulster Access Diploma In Social Sciences - Year 1 B	30	Tues & Wed	18:30 + 1hr	21:30	Yes		£428	N/A
P10012	SDE2A	Dungannon	Level 3	University Of Ulster Access Diploma In Social Sciences - Year 2 A	30	Tues & Wed	18:30 + 1hr	21:30	No		£288	N/A
P10012	SDE2B	Dungannon	Level 3	University Of Ulster Access Diploma In Social Sciences - Year 2 B	30	Tues & Wed	18:30 + 1hr	21:30	No		£288	N/A
Accounting, Bookkeeping and Financial Courses												
50092613	PCE1A	Cookstown	Level 2	IAB Level 2 Award in Computerised Book-Keeping	16	Wed	18:30	21:30	No	Must have Level 2 or use Sage as major part of daily work	£124	£88
50093447	PCE1A	Cookstown	Level 2	IAB Level 2 Award in Computerised Payroll	16	Tues	19:00	21:00	No		£100	£76
50092613	PDE1A	Dungannon	Level 2	IAB Level 2 Award in Computerised Book-Keeping	16	Tues	18:30	21:30	No		£124	£88
50093447	PDE1A	Dungannon	Level 2	IAB Level 2 Award in Computerised Payroll	16	Wed	19:00	21:00	No		£100	£76
50093599	PCE1A	Cookstown	Level 3	IAB Level 3 Award in Computerised Payroll (Feb Start)	16	Tues	18:30	21:30	No		£124	£88
50094075	PCP1A	Cookstown	Level 3	IAB Level 3 Award in Computerised Book-keeping (Feb Start)	16	Wed	18:00	21:30	No		£125	£88
50040212	PDE1A	Dungannon	Level 3	IAB Level 3 Diploma in Small Business Financial Management	30	Wed	18:30	21:00	Yes	Relevant Level 2 or suitable experience a pre-requisite	£165	£116
50093599	PDE1A	Dungannon	Level 3	IAB Level 3 Award in Computerised Payroll (Feb Start)	16	Wed	18:30	21:30	Yes	Must have Level 2 or payroll as main area of job	£124	£88
50094075	PDE1A	Dungannon	Level 3	IAB Level 3 Award in Computerised Book-Keeping (Feb Start)	16	Tues	18:00	21:30	Yes	Must have Level 2 or use Sage as major part of daily work	£125	£88
60001070	PCP1A	Cookstown	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 1	30	Wed	13:00	20:30	Yes	Exam fees paid to ATI Additional Cost	£325	N/A
60001070	PDP1A	Dungannon	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 1	30	Tues	13:00	20:30	Yes	Exam fees paid to ATI Additional Cost	£325	N/A
60001070	PDP2A	Dungannon	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 2	30	Tues	13:00	21:00	No	Exam fees paid to ATI Additional Cost	£325	N/A
Administration, Business and Management Courses												
EXC20033	PCP1A	Cookstown	Level 2	"Get on Board" NIOCN Level 2 - For those who wish to serve on Public Sector Boards.	10	TBA			No	Time and Venue Flexible. Contact Anne Beattie at 0800 032 7890	£55	£33
5009645X	SDE1A	Dungannon	Level 2	OCR Level 2 Certificate in Business and Administration (QCF)	30	Tues	17:30	21:30	No		£154	£115
EXC20033	PDP1A	Dungannon	Level 2	"Get on Board" NIOCN Level 2 - For those who wish to serve on Public Sector Boards.	10	TBA			No	Time and Venue Flexible. Contact Anne Beattie at 0800 032 7890	£55	£33
5003585X	SDE1A	Dungannon	Level 3	ILM Level 3 Certificate in First Line Management	30	Mon	18:30	21:30	No		£224	£166
50082413	SDE1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC Diploma in Business (QCF) - Year 1	30	Wed	14:00	21:30	Yes		£507	N/A

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
Art, Design and Creative Courses												
50083041	TCE1B	Cookstown	Level 1	Drawing & Painting Beginners (CCEA Level 1 Award In Creative Craft)	30	Tues	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50083041	TCE1C	Cookstown	Level 1	Textile Skills Beginners (CCEA Level 1 Award In Creative Craft)	30	Mon	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50083041	TDE1B	Dungannon	Level 1	Pottery Beginners (CCEA Level 1 Award In Creative Craft)	30	Mon	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50083041	TDE1C	Dungannon	Level 1	Drawing & Painting Beginners (CCEA Level 1 Award In Creative Craft)	30	Wed	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50083041	TDE1D	Dungannon	Level 1	Textile Skills Beginners (CCEA Level 1 Award In Creative Craft)	30	Tues	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50082358	TCE1B	Cookstown	Level 2	Drawing & Painting Intermediate (CCEA Level 2 Award In Creative Craft)	30	Wed	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50082358	TDE1B	Dungannon	Level 2	Pottery Intermediate (CCEA Level 2 Award In Creative Craft)	30	Wed	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50082358	TDE1C	Dungannon	Level 2	Drawing & Painting Intermediate (CCEA Level 2 Award In Creative Craft)	30	Tues	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64

b

Beauty Therapy Courses												
50067977	PDP1A	Dungannon	Level 2	VTCT Level 2 Diploma in Basic Reflexology	30	Mon	16.00	21.30	Yes	Tunic Cost TBC	£272	£182
5001349X	PDP1A	Dungannon	Level 2	City And Guilds Level 2 Certificate in Nail Technologies	15	Mon	9.00	14.00	Yes	Nail Kit & Tunic Costs TBC	£211	£172
50087654	PDP2A	Dungannon	Level 2	City And Guilds Level 2 NVQ Diploma In Beauty Therapy (QCF) - Year 2	30	Tues	16.00	21.30	Yes		£312	£222
50073941	PDP1A	Dungannon	Level 3	VTCT Level 3 Diploma In Anatomy Physiology And Pathology For Complementary Therapies (QCF)	30	Tues	16.00	18.00	Yes	Book Cost TBC	£145	£106
50073941	PDP1B	Dungannon	Level 3	VTCT Level 3 Diploma In Anatomy Physiology And Pathology For Complementary Therapies (QCF)	30	Wed	18.30	20.30	Yes	Book Cost TBC	£145	£106
50087617	PDP1A	Dungannon	Level 3	City & Guilds Level 3 NVQ Diploma in Beauty Therapy - Year 1	30	Mon	10:45	16:30	Yes	Kit & Uniform Costs TBC	£328	£238
50089419	PDP1A	Dungannon	Level 3	City & Guilds Level 3 Diploma in Nail Technologies (Feb Start)	15	Mon	09:00	14:00	Yes	Nail Kit & Tunic Costs TBC	£261	£222
50090434	PDE1A	Dungannon	Level 3	VTCT Level 3 Certificate in Swedish Body Massage	30	Tues	18.30	21.30	Yes	Tunic Cost TBC	£179	£121

c

Catering, Hospitality and Food Hygiene Courses												
REC00121	PDE1A	Dungannon	Level 0	Cakes, Bakes and No Bakes	10	Tues	19.00	21.00	No		£52	N/A
REC00123	PDE1A	Dungannon	Level 0	Cooking On A Shoestring	10	Tues	19:00	21:00	No		£52	N/A
50054764	PDE1A	Dungannon	Level 2	CIEH Level 2 Award in Food Safety in Catering (Basic Food Hygiene)	5	Mon	19:30	21:30	No		£35	£28
50054764	PDE1B	Dungannon	Level 2	CIEH Award in Food Safety in Catering (Basic Food Hygiene) (Feb Start)	5	Mon	19.30	21.30	No		£35	£28

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
50095444	PDP1A	Dungannon	Level 2	City & Guilds NVQ Level 2 Diploma IN Food and Beverage Service	30	Tues/ Wed	09:15	15:30	No		£260	£161
50099796	PDP1A	Dungannon	Level 2	City And Guilds Level 2 NVQ Diploma In Professional Cookery - Year 1	30	Wed	15:30	21:30	Yes	Uniform/Book Costs TBC	£280	£181
50099796	PDP2A	Dungannon	Level 2	City And Guilds Level 2 NVQ Diploma In Professional Cookery - Year 2	30	Wed	15:30	21:30	No		£218	£119
50054752	PDE1A	Dungannon	Level 3	CIEH Level 3 Award in Supervising Food Safety in Catering (Intermediate Food Hygiene) (Nov Start)	10	Mon	19:00	21:30	No		£83	£64
5006096X	PDP1A	Dungannon	Level 3	City & Guilds Level 3 Diploma in Hospitality Supervision and Leadership (NVQ) (QCF) - Year 1	30	Mon/ Tues/ Wed	09:00	15:30	Yes	Uniform/Book Costs TBC	£270	£171
50094397	PDP1A	Dungannon	Level 3	City & Guilds Level 3 NVQ Diploma in Professional Cookery (QCF) - Year 1	30	Wed	13:30	21:30	Yes	Uniform/Book Costs TBC	£292	£193
Child Protection, First Aid and Health & Safety Courses												
50118547	SCE1B	Cookstown	Level 2	First Aid Basic - EDI Level 2 Award in Emergency First Aid at Work (Oct Start)	5	Mon	19:00	21:00	No		£35	£28
50118547	SDE1A	Dungannon	Level 2	First Aid Basic - EDI Level 2 Award in Emergency First Aid at Work (Oct Start)	5	Tues	19:00	21:00	No		£35	£28
Childcare Courses												
50114104	SDE1A	Dungannon	Level 3	City And Guilds Level 3 Diploma in Childrens Care Learning And Development (Underpinning Knowledge) (formerly NVQ)	30	Tues	18:00	21:00	Yes		£1,085	N/A
50114104	SDE1B	Dungannon	Level 3	City And Guilds Level 3 Diploma in Childrens Care Learning And Development (Underpinning Knowledge) (formerly NVQ)	30	Tues	18:00	21:00	Yes		£1,085	N/A
Computer Aided Design (CAD) Courses												
50070320	RDE1A	Dungannon	Level 1	City & Guilds Level 1 Award in Computer Aided Design (CAD) Parametric Modelling (Solid Works)	20	Mon	18:30	21:30	No		£153	£114
50070320	RDE1B	Dungannon	Level 1	City & Guilds Level 1 Award in Computer Aided Design (CAD) Parametric Modelling (Pro E)	20	Tues	18:30	21:30	No		£153	£114
EXC2	TDE1A	Dungannon	Level 2	City & Guilds Level 2 Certificate in Computer Aided Engineering - PLC	30	Mon	19:00	21:30	No		£148	TBC
50070332	TDE1A	Dungannon	Level 2	City & Guilds Level 2 Award in 2D Computer Aided Design (CAD)	20	Wed	18:30	21:30	No		£183	£144
50067035	RDE1B	Dungannon	Level 2	City & Guilds Level 2 Certificate in Computer Aided Design (CAD) Parametric Modelling (Solid Works)	30	Wed	18:30	21:30	No		£222	£164
50067795	TDE1A	Dungannon	Level 3	City & Guilds Level 3 Award in 2D Computer Aided Design (CAD)	30	Tues	18:30	21:30	No		£222	£164
Computing and ICT Courses												
REC00021	TCE1A	Cookstown	Level 0	Recreational Introduction to Photoshop for Digital Camera Users	4	Thurs	19:00	21:30	No		£21	N/A
REC00021	TDE1A	Dungannon	Level 0	Recreational Getting to know your Digital Camera	10	Mon	19:00	21:00	No		£42	N/A
50058861	TCE1A	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Tues	19:00	21:30	No		FREE	N/A
50058861	TCE1B	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Wed	19:00	21:30	No		FREE	N/A
50058861	TCE1C	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Thurs	19:00	21:30	No		FREE	N/A
50058861	TCE1D	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Tues	19:00	21:30	No		FREE	N/A
50058861	TCE1E	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Wed	19:00	21:30	No		FREE	N/A
50058861	TCE1F	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Thurs	19:00	21:30	No		FREE	N/A
50058861	TCP1A	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Mon	10:30	13:00	No		FREE	N/A
50058861	TCP1B	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Wed	10:30	13:00	No		FREE	N/A
50058861	TCP1C	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Thurs	10:30	13:00	No		FREE	N/A
50058861	TCP1D	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Mon	10:30	13:00	No		FREE	N/A

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
50058861	TCP1E	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Wed	10:30	13:00	No		FREE	N/A
50058861	TCP1F	Cookstown	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Thurs	10:30	13:00	No		FREE	N/A
50058861	TDE1A	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Mon	19:00	21:30	No		FREE	N/A
50058861	TDE1B	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Tues	19:00	21:30	No		FREE	N/A
50058861	TDE1C	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF)	12	Wed	19:00	21:30	No		FREE	N/A
50058861	TDE1D	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Wed	19:00	21:30	No		FREE	N/A
50058861	TDE1E	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Wed	19:00	21:30	No		FREE	N/A
50058861	TDE1F	Dungannon	Level 0	IT for the Beginner - City & Guilds Entry Level Award for IT Users (Start IT - iTQ) (Entry 3) (QCF) (Jan Start)	12	Wed	19:00	21:30	No		FREE	N/A
50041265	SDE1A	Dungannon	Level 1	OCR Level 1 Award in Text Processing (Business Professional) QCF	30	Tues	19:30	21:30	No		£106	£67
EXC20001	TDE1A	Dungannon	Level 2	CompTIA A+	30	Mon	16.30	21.30	Yes		£349	£291
50039908	SDE1A	Dungannon	Level 2	OCR Level 2 Award in Text Processing (Business Professional) QCF	30	Tues	19:30	21:30	No		£110	£71
50040133	SDE1A	Dungannon	Level 3	OCR Level 3 Award in Text Processing (Business Professional) QCF	30	Tues	19:00	21:00	No		£115	£76
Construction and Engineering Courses												
50088294	RDP1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC Diploma in Manufacturing Engineering Year 1	30	Mon	13:00	21:00	Yes		£507	N/A
10033956	RDP2A	Dungannon	Level 5	EDEXCEL Level 5 BTEC Higher National Certificate in Manufacturing Engineering Year 2	30	Mon	13:00	21:00	No		£357	N/A
Counselling Courses												
INC00002	SCE1B	Cookstown	Level 0	Introduction To Counselling (College Certificate)	15	Tues	19:00	21:00	No		£45	£23
INC00002	SDE1B	Dungannon	Level 0	Introduction To Counselling (College Certificate)	15	Mon	19:00	21:00	No		£45	£23
EXC40015	SDE1A	Dungannon	Level 4	University Of Ulster Certificate in Counselling Studies - Year 1 (Proposed)	30	Wed	17:30	21:30	Yes		£270	N/A
Dental Nursing												
P20078	SDE1A	Dungannon	Level 2	NEBDN Certificate In Dental Nursing	30	Tues	18:00	21:30	Yes	Full cost recovery	£878	N/A
Education and Training Courses												
50016404	SDE1A	Dungannon	Level 3	City & Guilds Award in Preparing to Teach in the Lifelong Learning Sector (7303)	15	Mon	18:30 + 1hr	21:30	Yes		£134	£95
50016404	SDE1B	Dungannon	Level 3	City & Guilds Award in Preparing to Teach in the Lifelong Learning Sector (7303) (Feb Start)	15	Mon	18:30 + 1hr	21:30	Yes		£134	£95
Electrical Inspection and Installations Courses												
50035162	RDE1A	Dungannon	Level 2	City And Guilds Level 2 Certificate In Fundamental Inspection Testing & Initial Verification	12	Mon	19:00	21:30	No		£200	N/A
50034510	RDE1A	Dungannon	Level 3	City And Guilds Level 3 Certificate in the Requirements for Electrical Installations (BS 7671-17th Edition June 2008)	12	Tues	19:00	21:00	No		£200	N/A
50035174	RDE1B	Dungannon	Level 3	City And Guilds Level 3 Certificate In The Certification Of Electrical Installations C&G2391	14	Wed	19:00	21:30	No		£250	N/A
English for Speakers of Other Languages (ESOL) Courses												
ESOL	PCE1A	Cookstown	Level 0	EDEXCEL Entry Level Certificate In ESOL Skills For Life	32	Mon-Wed	19.00	21.00	Yes	Must attend assessment session - other sessions by arrangement	£80	N/A
ESOL	PDE1A	Dungannon	Level 0	EDEXCEL Entry Level Certificate In ESOL Skills For Life	30	Mon-Wed	19.00	21.00	Yes	Must attend assessment session - other sessions by arrangement	£80	N/A

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
ESOL	PDP1A	Dungannon	Level 0	EDEXCEL Entry Level Certificate In ESOL Skills For Life	30	Mon-Fri	TBA		Yes	Must attend assessment session - other sessions by arrangement	£80	N/A
ESOL	PDP1B	Dungannon	Level 1	EDEXCEL Level 1 Certificate In ESOL Skills For Life	30	TBA	TBA		Yes	Must attend assessment session - other sessions by arrangement	£80	N/A
ESOL	PDE1B	Dungannon	Level 1	EDEXCEL Level 1 Certificate In ESOL Skills For Life	30	TBA	TBA		Yes	Must attend assessment session - other sessions by arrangement	£80	N/A
ESOL	PDE1C	Dungannon	Level 2	EDEXCEL Level 2 Certificate In ESOL Skills For Life	30	TBA	TBA		Yes	Must attend assessment session - other sessions by arrangement	£80	N/A
Essential Skills Courses (FREE English, Maths and Computer Courses)												
Y6012149	TCP1A	Cookstown	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics)	5	Thurs	10:30	12:30	No		FREE	N/A
Y6012149	TCP1B	Cookstown	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics)	5	Fri	10:30	12:30	No		FREE	N/A
Y6012149	TCP1C	Cookstown	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics) (Nov Start)	5	Tues	10:30	12:30	No		FREE	N/A
Y6012149	TCP1D	Cookstown	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics) (Nov Start)	5	Thurs	10:30	12:30	No		FREE	N/A
Y6012149	TDE1A	Dungannon	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics) (Nov Start)	5	Mon	19:00	21:00	No		FREE	N/A
Y6012149	TDE1B	Dungannon	Level 0	Dipping into IT (City & Guilds Entry Level Online Basics) (Nov Start)	5	Wed	19:00	21:00	No		FREE	N/A
ESLIT	SCE1A	Cookstown	Level 1	City and Guilds Certificate In Essential Skills - Communication	28	Tues	19:00	21:00	No		FREE	N/A
ESLIT	SCE1B	Cookstown	Level 1	City and Guilds Certificate In Essential Skills - Communication	28	Wed	19:00	21:00	No		FREE	N/A
ESNUM	SCE1A	Cookstown	Level 1	City and Guilds Certificate In Essential Skills - Application Of Number	28	Mon	19:00	21:00	No		FREE	N/A
ESNUM	SCE1B	Cookstown	Level 1	City and Guilds Certificate In Essential Skills - Application Of Number	28	Wed	19:00	21:00	No		FREE	N/A
5005322X	TCE1A	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Mon	19:00	21:30	No		FREE	N/A
5005322X	TCE1B	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Tues	19:00	21:30	No		FREE	N/A
5005322X	TCE1C	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Wed	19:00	21:30	No		FREE	N/A
5005322X	TCE1D	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Tues	19:00	21:30	No		FREE	N/A
5005322X	TCE1E	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Wed	19:00	21:30	No		FREE	N/A
5005322X	TCE1F	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Thurs	19:00	21:30	No		FREE	N/A
5005322X	TCP1A	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Wed	10:30	13:00	No		FREE	N/A
5005322X	TCP1B	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Mon	10:30	13:00	No		FREE	N/A
5005322X	TCP1C	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Wed	10:30	13:00	No		FREE	N/A
5005322X	TCP1D	Cookstown	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Thurs	10:30	13:00	No		FREE	N/A
ESLIT	SDE1A	Dungannon	Level 1	City and Guilds Certificate In Essential Skills - Communication	28	Mon	19:00	21:00	No		FREE	N/A
ESLIT	SDE1B	Dungannon	Level 1	City and Guilds Certificate In Essential Skills - Communication	28	Wed	10:00	12:00	No		FREE	N/A
ESLIT	SDE1C	Dungannon	Level 1	City and Guilds Certificate In Essential Skills - Communication	28	Wed	19:00	21:00	No		FREE	N/A

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
ESNUM	SDE1B	Dungannon	Level 1	City and Guilds Certificate Essential Skills - Application Of Number	28	Tues	19:00	21:00	No		FREE	N/A
ESNUM	SDE1C	Dungannon	Level 1	City and Guilds Certificate Essential Skills - Application Of Number	28	Mon	19:00	21:00	No		FREE	N/A
5005322X	TDE1A	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Mon	19:00	21:30	No		FREE	N/A
5005322X	TDE1B	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Tues	19:00	21:30	No		FREE	N/A
5005322X	TDE1C	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology)	20	Wed	19:00	21:30	No		FREE	N/A
5005322X	TDE1D	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Mon	19:00	21:30	No		FREE	N/A
5005322X	TDE1E	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Tues	19:00	21:30	No		FREE	N/A
5005322X	TDE1F	Dungannon	Level 1	Taking IT a Step Further (City and Guilds Level 1 Certificate In Essential Skills - Information And Communication Technology) Mar Start	20	Wed	19:00	21:30	No		FREE	N/A
50052019	TCE1A	Cookstown	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Mon	19:00	21:30	No		FREE	N/A
50052019	TCE1B	Cookstown	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Thurs	19:00	21:30	No		FREE	N/A
50052019	TCP1A	Cookstown	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Mon	10:30	13:00	No		FREE	N/A
50052019	TDE1A	Dungannon	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Mon	19:00	21:30	No		FREE	N/A
50052019	TDE1B	Dungannon	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Tues	19:00	21:30	No		FREE	N/A
50052019	TDE1C	Dungannon	Level 2	Competent IT User (City And Guilds Level 2 Certificate In Essential Skills - Information And Communication Technology)	20	Wed	19:00	21:30	No		FREE	N/A



Floor and Wall Tiling Courses

M5005598	RDE1A	Dungannon	Level 1	NOCN Introduction to Wall and Floor Tiling	10	Tues	19:00	21:00	No		£53	£38
M5005598	RDE1B	Dungannon	Level 1	NOCN Introduction To Wall And Floor Tiling (Jan Start)	10	Tues	19:00	21:00	No		£53	£38
M5005598	RDE1C	Dungannon	Level 1	NOCN Introduction to Wall and Floor Tiling (March Start)	10	Tues	19:00	21:00	No		£53	£38

Floristry Courses

50083041	TCE1A	Cookstown	Level 1	Floral Craft Beginners (CCEA Level 1 Award In Creative Craft)	30	Thurs	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50083041	TDE1A	Dungannon	Level 1	Floral Craft Beginners (CCEA Level 1 Award In Creative Craft)	30	Tues	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50082358	TCE1A	Cookstown	Level 2	Floral Craft Intermediate (CCEA Level 2 Award In Creative Craft)	30	Tues	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50063595	TDE1A	Dungannon	Level 2	City & Guilds NPTC Level 2 Certificate In Floristry (0351-02)	30	Mon	17:30	21:30	Yes	Additional Costs: £120	£238	£166

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
50063595	TDP1A	Dungannon	Level 2	City & Guilds NPTC Level 2 Certificate in Floristry (0351-02)	30	Thurs	09:30	13:30	Yes	Additional Costs: £120	£238	£166
50082358	TDE1A	Dungannon	Level 2	Floral Craft Intermediate (CCEA Level 2 Award In Creative Craft)	30	Wed	19:00	21:00	No	Students may be required to provide additional materials at their own cost depending on the nature and scale of their projects.	£103	£64
50065051	TDP1A	Dungannon	Level 3	City & Guilds NPTC Level 3 Certificate in Floristry (0351-03)	30	Fri	09:30	13:30	Yes	Additional Costs: £120	£230	£158

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GCSEs												
10064308	TCE1B	Cookstown	Level 2	AQA GCSE in Mathematics B (Modular) Higher	30	Mon	18:30	21:00	No		£128	£79
10019789	SCE1A	Cookstown	Level 2	AQA Level 1/Level 2 GCSE in English B	30	Mon	19:00	21:00	No		£108	£69
10064308	TCE1A	Cookstown	Level 2	AQA GCSE in Mathematics B (Modular) Foundation	30	Mon	19:00	21:00	No		£108	£69
10064308	TDE1C	Dungannon	Level 2	AQA GCSE Mathematics B (Modular) Higher	30	Tues	18:30	21:00	No		£128	£79
10064308	TDE1D	Dungannon	Level 2	AQA GCSE Mathematics B (Modular) Higher	30	Wed	18:30	21:00	No		£128	£79
10019789	SDE1A	Dungannon	Level 2	AQA Level 1/Level 2 GCSE in English B	30	Wed	19:00	21:00	No		£108	£69
5004560X	SDE1A	Dungannon	Level 2	AQA Level 1/Level 2 GCSE in Human Physiology and Health	30	Tues	16:00	18:00	No		£108	£69
10064308	TDE1A	Dungannon	Level 2	AQA GCSE in Mathematics B (Modular) Foundation	30	Tues	19:00	21:00	No		£108	£69
10064308	TDE1B	Dungannon	Level 2	AQA GCSE in Mathematics B (Modular) Foundation	30	Wed	19:00	21:00	No		£108	£69

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Hairdressing and Barbering Courses												
50063558	PDP1A	Dungannon	Level 2	City & Guilds Level 2 NVQ Diploma in Hairdressing (QCF) - Year 1	30	Tues	16.30	21.30	Yes	Kit & Uniform Costs TBC	£289	£208
50063558	PDP2A	Dungannon	Level 2	City & Guilds Level 2 NVQ Diploma in Hairdressing (QCF) - Year 2	30	Mon	16.30	21.30	No		£182	£101
50088087	PDE1A	Dungannon	Level 2	City And Guilds Level 2 Diploma in Barbering (3 top-up units)	30	Wed	18.30	21.30	No	Kit & Uniform Costs TBC	£154	£96

Health and Social Care Courses												
50112004	SDP1A	Dungannon	Level 3	City And Guilds Level 3 Diploma in Health and Social Care (formerly NVQ)	30	Fri	10:00	13:00	Yes		£990	N/A
50083612	SDP1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC Diploma in Health and Social Care (QCF) - Year 1	30	Wed	14:00	21:30	Yes		£507	N/A

Language and Sign Language Courses												
EXC10004	SCE1A	Cookstown	Level 0	CCEA MFL French For Beginners	15	Wed	19:00	21:00	No		£63	£41
EXC10006	SCE1A	Cookstown	Level 0	CCEA MFL Spanish For Beginners	15	Wed	19:00	21:00	No		£63	£41
EXC10004	SDE1A	Dungannon	Level 0	CCEA MFL French For Beginners	15	Mon	19:00	21:00	No		£63	£41
EXC10006	SDE1A	Dungannon	Level 0	CCEA MFL Spanish For Beginners	15	Tues	19:00	21:00	No		£63	£41
EXC10006	SDE1B	Dungannon	Level 0	CCEA MFL Spanish For Improvers (Feb Start)	15	Tues	19:00	21:00	No		£63	£41
50060703	SCE1A	Cookstown	Level 1	Signature Level 1 Award in British Sign Language	32	Tues	19:00	21:00	No		FREE	N/A
EXC10004	SCE1B	Cookstown	Level 1	CCEA MFL French For Improvers (Feb Start)	15	Wed	19:00	21:00	No		£63	£41
EXC10005	SCE1B	Cookstown	Level 1	CCEA MFL Irish For Beginners	15	Mon	19:00	21:00	No		£63	£41
EXC10006	SCE1C	Cookstown	Level 1	CCEA MFL Spanish For Improvers (Feb Start)	15	Wed	19:00	21:00	No		£63	£41
50060703	SDE1A	Dungannon	Level 1	Signature Level 1 Award in British Sign Language	32	Wed	19:00	21:00	No		FREE	N/A
EXC10004	SDE1B	Dungannon	Level 1	CCEA MFL French For Improvers (Feb Start)	15	Mon	19:00	21:00	No		£63	£41
EXC10005	SDE1B	Dungannon	Level 1	CCEA MFL Irish For Beginners	15	Wed	19:00	21:00	No		£63	£41
50044801	SDE1A	Dungannon	Level 2	AQA Level 1/Level 2 GCSE In Spanish	30	Mon	19:00	21:30	No		£128	£79

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Performing Arts												
REC00202	TCE1A	Cookstown	Level 0	Recreational Introduction to Acting	10	Thurs	19:00	21:00	No		£42	N/A

Personal and Community Development (Prince's Trust) Courses												
TBC	PCP1A	Cookstown	Level 0	City and Guilds Level 2 Certificate in Personal Development (Princes Trust)	15	Mon-Fri TBA	09:00	16.00	Yes		FREE	N/A

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Recreational Courses												
REC00121	PDE1A	Dungannon	Level 0	Cakes, Bakes and No Bakes	10	Tues	19.00	21.00	No		£52	N/A
REC00123	PDE1A	Dungannon	Level 0	Cooking On A Shoestring	10	Tues	19:00	21:00	No		£52	N/A
REC00202	TCE1A	Cookstown	Level 0	Recreational Introduction to Acting	10	Thurs	19:00	21:00	No		£42	N/A

Course	Session	Campus	Level	Course Title	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
REC00008	TCE1A	Cookstown	Level 0	Recreational Beginners Contemporary Dance	10	Tues	19:00	21:00	No		£42	N/A
REC00016	PCE1A	Cookstown	Level 0	Recreational Yoga	10	Mon	19:00	21:00	No		£42	N/A
REC00016	PCE1B	Cookstown	Level 0	Recreational Yoga (Feb Start)	10	Mon	19:00	21:00	No		£42	N/A
REC00015	PDP1A	Dungannon	Level 0	Recreational Salsa	10	Mon	19:00	21:00	No		£42	N/A
REC00015	PDP1B	Dungannon	Level 0	Recreational Salsa (Feb Start)	10	Mon	19:00	21:00	No		£42	N/A
REC00016	PDE1A	Dungannon	Level 0	Recreational Yoga	10	Tues	19:00	21:00	No		£42	N/A
REC00016	PDE1B	Dungannon	Level 0	Recreational Yoga (Feb Start)	10	Tues	19:00	21:00	No		£42	N/A
REC00019	RDE1A	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Mon	19:00	21:00	No		£63	N/A
REC00019	RDE1B	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Mon	19:00	21:00	No		£63	N/A
REC00019	RDE1C	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Tues	19:00	21:00	No		£63	N/A
REC00019	RDE1D	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Tues	19:00	21:00	No		£63	N/A
REC00019	RDE1E	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Wed	19:00	21:00	No		£63	N/A
REC00019	RDE1F	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Wed	19:00	21:00	No		£63	N/A
REC00021	TCE1A	Cookstown	Level 0	Recreational Introduction to Photoshop for Digital Camera Users	4	Thurs	19:00	21:30	No		£21	N/A
REC00021	TDE1A	Dungannon	Level 0	Recreational Getting to know your Digital Camera	10	Mon	19:00	21:00	No		£42	N/A

S

Specialist Courses for Students with Learning Difficulties or Disabilities

50018942	PCP1A	Cookstown	Level 0	NOCN Entry Level Award In Progression (Entry 3) (Entry 3) (QCF)	30				No		£72	£50
50072973	PCP1A	Cookstown	Level 0	Asdan Entry Level Certificate in Personal and Social Development - Year 1	30	Mon-Thur	10:00	15:00	Yes		£128	£71
50072973	PCP2A	Cookstown	Level 0	Asdan Entry Level Certificate in Personal and Social Development - Year 2	30	Mon-Thur	10:00	15:00	Yes		£113	£56

Specialist Courses

EXC30028	RDP1A	Dungannon	Level 0	KNX Certificate (Building Automation)		TBA	TBA		No	5 Day Programme	£700	N/A
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Sport, Fitness and Leisure Courses

REC00008	TCE1A	Cookstown	Level 0	Recreational Beginners Contemporary Dance	10	Tues	19:00	21:00	No		£42	N/A
REC00016	PCE1A	Cookstown	Level 0	Recreational Yoga	10	Mon	19:00	21:00	No		£42	N/A
REC00016	PCE1B	Cookstown	Level 0	Recreational Yoga (Feb Start)	10	Mon	19:00	21:00	No		£42	N/A
REC00015	PDP1A	Dungannon	Level 0	Recreational Salsa	10	Mon	19:00	21:00	No		£42	N/A
REC00015	PDP1B	Dungannon	Level 0	Recreational Salsa (Feb Start)	10	Mon	19:00	21:00	No		£42	N/A
REC00016	PDE1A	Dungannon	Level 0	Recreational Yoga	10	Tues	19:00	21:00	No		£42	N/A
REC00016	PDE1B	Dungannon	Level 0	Recreational Yoga (Feb Start)	10	Tues	19:00	21:00	No		£42	N/A
50082693	PDP1A	Dungannon	Level 2	CYQ Level 2 Certificate in Fitness Instructing	30	Mon	16:00	21:30	Yes		£305	£206
50080179	PDP1A	Dungannon	Level 3	VTCT Level 3 Certificate in Sports Therapy Massage	30	Mon	16:00	21:30	Yes	Tunic Cost TBC	£272	£182
50077971	PDP1A	Dungannon	Level 4	VTCT Level 4 Certificate in Sports Therapy Massage	30	Wed	16:00	21:30	Yes	Must have level 3 massage	£382	N/A

W

Welding Courses

REC00019	RDE1A	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Mon	19:00	21:00	No		£63	N/A
REC00019	RDE1B	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Mon	19:00	21:00	No		£63	N/A
REC00019	RDE1C	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Tues	19:00	21:00	No		£63	N/A
REC00019	RDE1D	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Tues	19:00	21:00	No		£63	N/A
REC00019	RDE1E	Dungannon	Level 0	Recreational Welding (Sept Start)	15	Wed	19:00	21:00	No		£63	N/A
REC00019	RDE1F	Dungannon	Level 0	Recreational Welding (Feb Start)	15	Wed	19:00	21:00	No		£63	N/A
50047474	RDE1C	Dungannon	Level 1	City And Guilds Level 1 Award in Introductory Welding Skills	30	Wed	19:00	21:00	No		£152	£113
50047474	RDE1A	Dungannon	Level 1	City And Guilds Level 1 Award in Introductory Welding Skills	30	Mon	19:00	21:00	No		£152	£113
50047474	RDE1B	Dungannon	Level 1	City And Guilds Level 1 Award in Introductory Welding Skills	30	Tues	19:00	21:00	No		£152	£113
50047462	RDE1C	Dungannon	Level 2	City And Guilds Level 2 Award in Welding Skills	30	Wed	19:00	21:00	No		£160	£121
50047462	RDE1A	Dungannon	Level 2	City And Guilds Level 2 Award in Welding Skills	30	Mon	19:00	21:00	No		£160	£121
50047462	RDE1B	Dungannon	Level 2	City And Guilds Level 2 Award in Welding Skills	30	Tues	19:00	21:00	No		£160	£121

Woodwork and Joinery Courses

R5005352	RDE1A	Dungannon	Level 1	NOCN Maintain Wood Working Tools (March Start)	15	Mon	19:00	21:00	No		£68	£46
A5005393	RDE1A	Dungannon	Level 2	NOCN Introduction To Woodworking Skills (Sept Start)	15	mon	19:00	21:00	No		£68	£46

higher education at south west college



This section of the prospectus is dedicated to providing an overview of the Higher Education and Undergraduate opportunities within South West College. Many courses can be taken by part-time or full-time study and there is something for everyone from school leavers to adult returners.

Embarking on a Higher Education course is an exciting and challenging journey that may lead to unexpected destinations. International travel or placements, newly discovered enthusiasm for further study and research, or the opening up of new career prospects at home or abroad can follow.

The courses outlined are designed to give you a quality educational experience to take you on a new journey – and at South West College our mission is to take you where you want to go.

Students

If you have recently completed a level 3 qualification, ('A' Levels or National Diploma), we have a suite of new and existing Higher National Certificates and Diplomas, Foundation Degrees, Degrees and Professional Qualifications. These are 'stand-alone' qualifications, but they also provide progression to Honours Degree study at the University of Ulster or Queens University Belfast.

Parents

Many of the qualifications on offer in this publication are classified as STEM subjects. These qualifications follow a key government agenda of promoting Science, Technology, Engineering and Mathematics. It is widely predicted that the current skills shortage in these areas will continue to grow, and students graduating with an appropriate qualification in a STEM area will continue to be in demand. For that reason the government has classified them as 'Priority Skills Areas' and has supported the provision of industry standard resources and equipment in South West College. This will ensure students enrolling at South West College will have access to the latest technologies during their studies, and will be well placed to find employment on graduating. The College also offers a broad range of curriculum directly relating to industry and professional qualifications. South West College is proud to be a long established partner with Queen's University Belfast and the University of Ulster in the delivery of these courses.



Employers

South West College is a key driver behind supporting industry in the South West region. The qualifications offered by the College are widely recognised as meeting the needs of employers and indeed, many have been developed in collaboration with employers from various industry sectors.

If you are looking for staff at Technician or Higher Technician level, we have a large cohort graduating on an annual basis. If you are looking for an appropriate programmes of study to upskill your current workforce, we have an extensive range of programmes to support you.

As an Industry Facing Provider we are always delighted to work with employers to develop qualifications and programmes that will meet your specific needs. Please feel free to contact the college at any time to discuss your requirements and allow us to help you achieve the most appropriate support package for your company.

Assistance available

Employers! In addition to the courses listed South West College also offers assistance to local employers in specialised fields such as; Digital Media Marketing, Renewable Energies and Sustainability, Process Improvement, and Construction?

For further information contact:

Digital Media Marketing:
Catherine Morris:
catherine.morris@swc.ac.uk

Renewables and Sustainability:
Christine Irvine:
christine.irvine@swc.ac.uk

Process Improvement:
David Searle:
Email: david.searle@swc.ac.uk

Construction:
William Young:
Email: william.young@swc.ac.uk

Talented students requiring placements

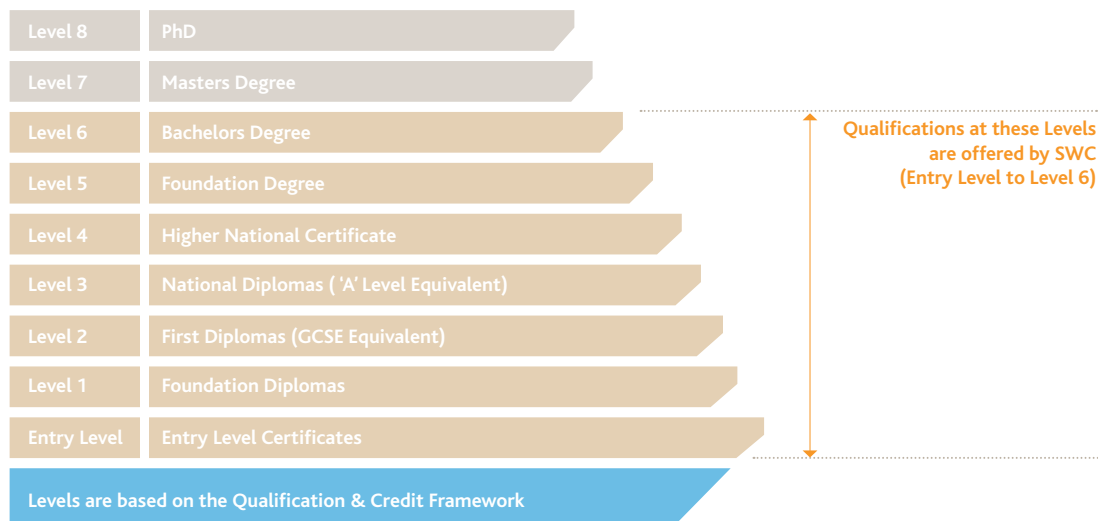
The College can also provide assistance to employers through its Foundation Degree placement scheme. This scheme can assign placement students in a wide range of areas to suit employer needs.

For further information please contact
Padraig McNamee, Deputy Head of
Department Technology
Email: padraig.mcnamee@swc.ac.uk

qualifications



Continuous progression with South West College - Taking you where you want to go.



Declaration

South West College has made every effort to ensure that the information contained in this prospectus is accurate. However, the College cannot accept responsibility for any inaccuracies or omissions. South West College reserves the right to review, enhance, change or cancel any of the courses outlined subject to applications.

Quality Education at a Lower Price - Summary of Higher Education Fees 2011/12

Part-time Higher Education 2011-12		
Foundation Degree	UU	£932.00
Foundation Degree	QUB	£932.00
Foundation Degree (per module)	UU	£233.00
Foundation Degree (per module)	QUB	£233.00
HNC	Year 1	£507.00
	Year 2	£357.00
HND	Year 1	£537.00
	Year 2	£357.00
IATI	Year 1 & 2	£315.00

Full-time Higher Education 2011-12		
	Tuition	Bursary
Hons Degree	£3,375.00	£400.00
HND	£1,398.00	£140.00
Foundation Degree (UU)	£1,600.00	£160.00
Foundation Degree (QUB)	£2,190.00	£438.00

*contact student services in relation to bursary entitlements.

Accreditation of Prior Experiential Learning (APEL)

South West College operates an Accreditation of Prior Experiential Learning (APEL) process to acknowledge unaccredited learning experiences. APEL is a process through which the learning students have gained from experience can be counted. This process relates to prior learning which has been done by students which has not already been formally assessed. This includes prior learning gained through community-based learning, workplace learning and training, continuing professional development and independent learning.

APEL can help students to:

- Get a place on an appropriate Foundation Degree at a college if you don't have the normal entry qualifications but can show that you have the necessary knowledge, skills and understanding.
- Gain credit towards modules of a Foundation Degree so as to shorten the normal period of learning by showing that you already have the knowledge, skills and understanding needed for particular parts of the programme or qualification (e.g. units or modules).

Who is APEL for?

- Individuals in the workplace looking for recognised credit for entry to an academic programme at higher education level.
- Learners who may have exited a higher education programme prior to completion or the receipt of credit and who wish to count that learning towards another award.
- Learners who wish to 'top-up' an existing qualification.

Further information:

For further information contact the relevant Course Coordinator or Liam Curran Higher Education Coordinator
Email: liam.curran@swc.ac.uk

higher education course timetable

Cookstown / Dungannon Campus

This A to Z guide covers all part-time higher education courses being offered for the 2011-12 academic year.

Course	Session	Campus	NVQ Level	Session Desc	No. Wks	Day	Start Time	End Time	Interview Required	Additional Information	Total Fee	Reduced Fee
Accounting, Bookkeeping and Financial Courses												
60001070	PCP1A	Cookstown	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 1	30	Wed	13.00	20.30	Yes	Exam fees paid to ATI	£325.00	N/A
60001070	PDP1A	Dungannon	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 1	30	Tues	13:00	20:30	Yes	Exam fees paid to ATI	£325.00	N/A
60001070	PDP2A	Dungannon	Level 5	Accounting Technicians Ireland Level 5 Diploma for Accounting Technicians (QCF) - Year 2	30	Tues	13:00	21:00	No	Exam fees paid to ATI	£325.00	N/A
Administration, Business and Management Courses												
50082413	SDE1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC in Business (QCF) - Year 1	30	Wed	14:00	21:30	Yes		£507.00	N/A
Computing and ICT Courses												
EXC50002	TDP1A	Dungannon	Level 5	University of Ulster Foundation Degree in Computing - Year 1	30	Tue Thu Fri	09.00 09.00 09.00	16.45 18.15 12.45	Yes		£932.00	N/A
EXC50002	TDP2A	Dungannon	Level 5	University of Ulster Foundation Degree in Computing - Year 2	30	Tue Thu Fri	15.00 12.00 09.00	21:30 18.15 15.15	No		£932.00	N/A
Construction and Engineering Courses												
50088294	RDP1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC in Manufacturing Engineering Year 1	30	Mon	13:00	21:00	Yes		£507.00	N/A
EXC50023	TDP1A	Dungannon	Level 5	University Of Ulster Foundation Degree In Civil Engineering And Transport - Year 1	30	Mon, Tues	09:00, 18:00	21:00, 21:00	Yes		£932.00	N/A
EXC50004	TDP1A	Dungannon	Level 5	University of Ulster Foundation Degree in Sustainable Construction - Year 1	30	Tues, Wed	09:00, 18:30	21:00, 22:00	Yes		£932.00	N/A
EXC50004	TDP2A	Dungannon	Level 5	University Of Ulster Foundation Degree in Construction Engineering - Year 2	30	Tues, Wed	17:00, 09:00	21:00, 20:15	No		£932.00	N/A
10033956	RDP2A	Dungannon	Level 5	EDEXCEL Level 5 BTEC Higher National Certificate in Manufacturing Engineering Year 2	30	Mon	13:00	21:00	No		£357.00	N/A
Counselling Courses												
EXC40015	SDE1A	Dungannon	Level 4	University Of Ulster Certificate in Counselling Studies - Year 1 (Proposed)	30	Wed	17:30	21:30	Yes		£410.00	N/A
Health and Social Care Courses												
50083612	SDP1A	Dungannon	Level 4	EDEXCEL BTEC Level 4 HNC in Health and Social Care (QCF) - Year 1	30	Wed	14:00	21:30	Yes		£507.00	N/A
EXC60013	SDP1A	Dungannon	Level 6	University Of Ulster BSc (Hons) Health and Well Being (4 modules) Level 6	30	Thurs	09:30	16:00	No	Price per Module	£233.00	N/A
Performing Arts												
EXC50021	TCE1A	Cookstown	Level 5	University Of Ulster Foundation Degree in Performing Arts - Year 1	30	Mon,Tues	09:30, 09:30	16:30, 17:30	Yes		£932.00	N/A
EXC50021	TCE2A	Cookstown	Level 5	University Of Ulster Foundation Degree in Performing Arts - Year 2	30	Mon,Tue	09:30, 09:30	16:30, 17:30	No		£932.00	N/A
Retail Courses												
EXC50025	PDP1A	Dungannon	Level 5	Foundation Degree in Retailing -With the University of Ulster and Northern Regional College - 2 Years Part-time- 6 Semesters Delivered mainly using e-learning.		TBA			Yes	Contact Anne Beattie at 0800 032 7890	£932.00	N/A
Sport, Fitness and Leisure Courses												
50077971	PDP1A	Dungannon	Level 4	VTCT Level 4 Certificate in Sports Therapy Massage	30	Wed	16.00	21.30	Yes	Must have level 3 massage	£382.00	N/A



South West College

enquiries@swc.ac.uk
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COOKSTOWN CAMPUS

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t. 0845 603 1881
f. 028 8676 1818
textphone. 028 8772 0625

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Dungannon
Co. Tyrone
BT71 6BQ
t. 0845 603 1881
f. 028 8775 2018
textphone. 028 8772 0625

ENNISKILLEN CAMPUS

Fairview, 1 Dublin Road,
Enniskillen
Co. Fermanagh
BT74 6AE
t. 0845 603 1881
f. 028 6632 6357
textphone. 028 6631 2278

OMAGH CAMPUS

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textphone. 028 8225 5237