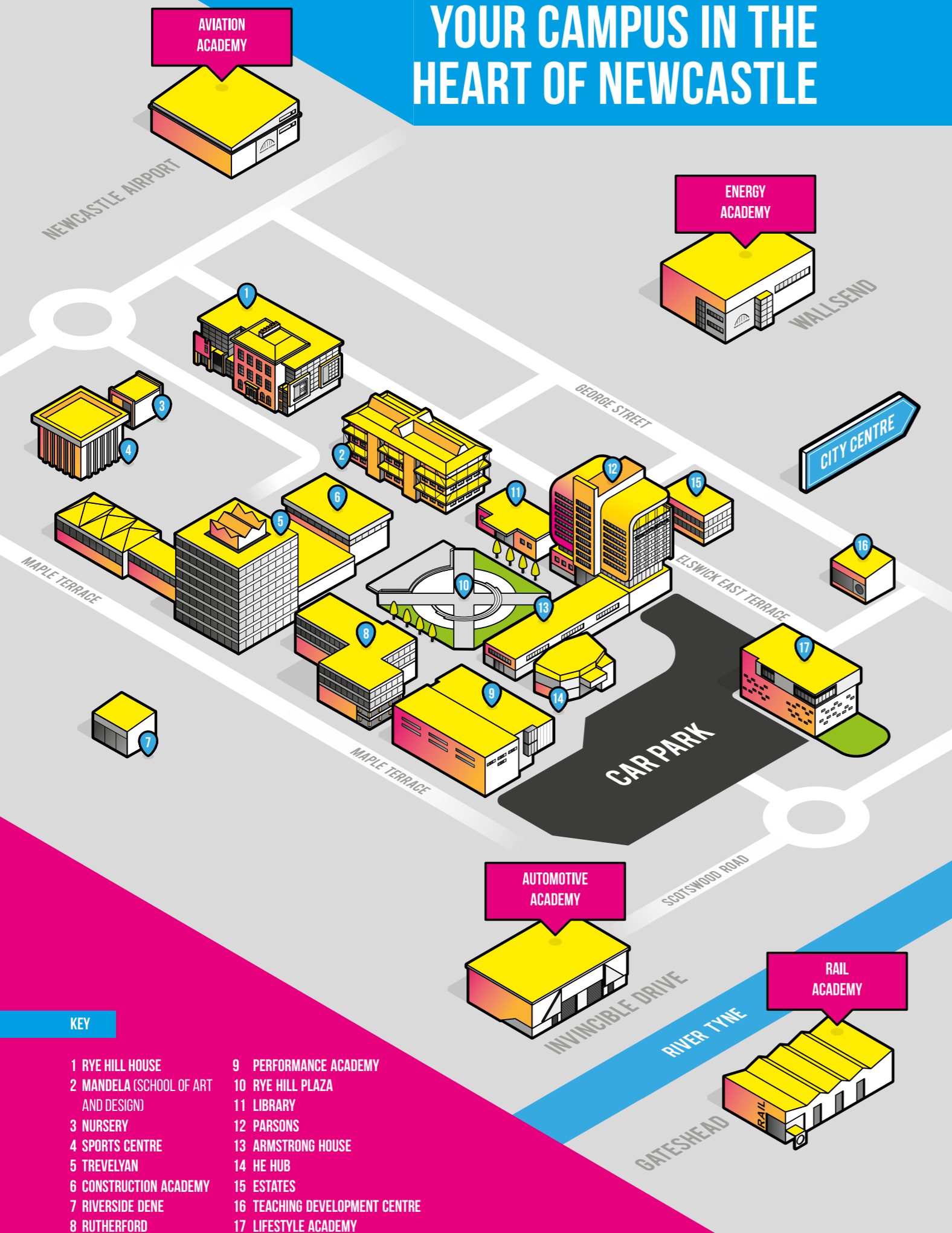




# ADULT COURSE GUIDE.

# YOUR CAMPUS IN THE HEART OF NEWCASTLE



## KEY

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|--------------------------------------|--------------------------------|
| 1 RYE HILL HOUSE                     | 9 PERFORMANCE ACADEMY          |
| 2 MANDELA (SCHOOL OF ART AND DESIGN) | 10 RYE HILL PLAZA              |
| 3 NURSERY                            | 11 LIBRARY                     |
| 4 SPORTS CENTRE                      | 12 PARSONS                     |
| 5 TREVELYAN                          | 13 ARMSTRONG HOUSE             |
| 6 CONSTRUCTION ACADEMY               | 14 HE HUB                      |
| 7 RIVERSIDE DENE                     | 15 ESTATES                     |
| 8 RUTHERFORD                         | 16 TEACHING DEVELOPMENT CENTRE |
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# ADULT COURSE OFFER

At Newcastle College we want to give you every opportunity to be able to get a job, retrain, pursue your passion or secure that all important promotion. Here you'll find a range of courses designed to give you the knowledge, skills and qualifications to achieve your ambition.

## FINANCIAL SUPPORT

We want you to reach your full potential, and that's why we have a means tested bursary available, funded by the Adult Skills Fund or Advanced Learner Loan funding bodies\*, to help you overcome specific financial barriers, which may prevent you from fully participating and achieving on your course.

### Who can apply for the 19+ Bursary?

If you fall into one of the following categories, you will be eligible to apply for support:

- Joint Household or household with dependants - income less than £32,300
- Single Household – an income of between £7,800 - £21,530?

### If you are eligible, what will you receive?

The support that you will be offered is specific to your household income, you may be eligible for one or more of the following:

- FREE travel support (if you live 2/3 miles away from campus)\*\*
- FREE meal entitlement
- FREE equipment and trips
- Free childcare support
- Laptop loan

\* If your fees are not funded through the Adult Skills Fund or Advanced Learner Loan Fund, you are not eligible to apply.

\*\*Students who are referred/mandated to attend their course are not eligible for travel support.



I have to get two buses to get to college. However, I've benefitted from the free bus pass from the College, so that makes it easier.

**THOMAS SOLOMON**

Level 2 Certificate in Digital and IT Skills

# HELP WITH COURSE FEES

Depending on your circumstances you may be eligible for free or discounted study. Within the course section of this guide, course costs are outlined in the fee columns, split by category (where applicable). You can find out further information about your eligibility by referring to the table below. If you need further help or advice, simply call our Student Services Team on **0191 200 4000** or email **enquiries@ncl-coll.ac.uk**

## FEES CATEGORIES EXPLAINED

### Category A

- In receipt of Jobseeker's Allowance (JSA).
- In receipt of Employment and Support Allowance (ESA) and are in the work-related activity group (WRAG).
- In receipt of Universal Credit (UC), and your take-home pay as recorded on your UC statement (disregarding UC payments and other benefits) is less than £892 a month (you are the sole adult in your benefit claim) or £1,437 a month (you have a joint benefit claim with your partner) and are determined by Jobcentre Plus (JCP) as being in one of the following groups:
  - All Work Related Requirements Group
  - Work Preparation Group
  - Work Focused Interview Group.
- Other unemployed adults who are in receipt of other state benefits (not included in the list above) and your take-home pay (disregarding UC payments and other benefits) is less than £892 a month (you are the sole adult in your benefit claim) or £1,437 a month (you have a joint benefit claim with your partner) or
- Earn an annual gross salary of less than £25,000 and studying up to and including Level 2.
- Aged 19-23 and planning to study towards your first full Level 2 or first full Level 3.
- English and Maths provision for all adults up to and including Level 2, who have not previously attained a GCSE grade A\* - C or grade 4, or higher.

The above criteria is only applicable to courses available for adult funding or the Free Courses for Jobs offer, and where the learners specific funding criteria is available for the specific course requested.

### Category B

- For those who do not meet the below £25,000 earnings threshold or employed criteria, planning to study up to and including Level 2. This will show the Co-Funded contribution to be paid towards the course.

### Category C

- If none of the above apply this category will show the full cost fee for the course.

### Advanced Learner Loan

A loan scheme is available from the government to help learners aged 19+ studying Level 3 to Level 6 further education or professional qualifications (excluding degrees). The amount you will receive depends on the type of course you study and the course fees. To apply and for more information visit **www.gov.uk/advanced-learner-loan** Within this guide the Adult Learner Loan fee is the amount you will need to take an Adult Learner Loan out for to cover the cost of the course.

### Free Courses for Jobs

- A number of courses within this guide are listed as free as part of the Free Courses for Jobs initiative which is applicable if you are aged 19+. The qualification is listed on the Level 3 FCFJ offer list and you meet the eligibility criteria for being below the £25,000 earnings threshold or are unemployed.



# EVENTS

Choosing a college is a really important decision, and we know you'll probably have lots of questions before applying to study a course at Newcastle College. We run events throughout the year to help give you as much information as possible about all we have to offer.

## Monthly Open Events

Visit one of our Open Events and get a feel for what it's like to study with us! We'll help to find the right course for you!

## What happens at an Open Event?

- Join us to see our fantastic facilities, meet staff and:
- speak to tutors about the courses you're interested in.
  - find out what support services are available to you whilst you study.
  - chat to our Student Services Team about financial support you may be eligible for.
  - see our campus for yourself.
  - get support with making an application.

## Book your place

You can book your place at any of our open events by visiting [ncl-coll.ac.uk/events](http://ncl-coll.ac.uk/events)

## Open Event Dates

WED	MAR 05 4.45PM – 7PM	APR 02 4.45PM – 7PM	WED
WED	MAY 07 4.45PM – 7PM	JUN 04 4.45PM – 7PM	WED
WED	JUL 02 4.45PM – 7PM		

# COURSES TO HELP YOU GET A JOB

## EMPLOYABILITY

At Newcastle College we offer a number of courses to help you search for employment opportunities, assist you in developing a CV from scratch or update your existing one as well as how to complete an application form. We can also help prepare you for interviews. These courses are delivered at either Riverside Dene Campus at Cruddas Park or at Denton Burn Library and at other community venues across Newcastle. You may also benefit from completing one of our Digital Skills course to help you with online applications and to assist you in your new job.

See the Adult Skills for Work section on pages 16-19 to find out more information about the courses.



## SECTOR WORK ACADEMY PROGRAMMES (SWAPS)

**SWAPs help prepare those receiving unemployment benefits to apply for jobs in a different area of work. A Sector-Based Work Academy can last up to six weeks and has three main components:**

- Pre-employment training – matched to the needs of the business sector
- Work experience placement – a great opportunity to identify talent and for you to gain knowledge and understanding of the required role
- A guaranteed job interview or help with an employer's recruitment process.

**SWAPs vary throughout the year depending on job vacancies and employer needs. Current SWAPs available include:**

**NHS Academy:** A five week course working towards an interview for the role of Healthcare Assistant at Newcastle RVI Hospital. Applicants will need to hold a Level 1 in maths and English GCSE/Functional skills, and employment experience in a supportive role.

**Nurtured Care:** A six week course working towards an interview with Nurtured Health & Homecare, for various roles within the care sector, supporting those with diverse needs to maintain their independence.

**City and County Healthcare Group:** A six week course working towards an interview with City and County Healthcare Group, for various roles within the care sector, supporting those with a range of disabilities to retain their independence in the home setting of their choice.

**For more information on the SWAPs please email [zoe.nonas@ncl-coll.ac.uk](mailto:zoe.nonas@ncl-coll.ac.uk)**



## FREE COURSES FOR JOBS

Newcastle College offers a number of free full-time Level 3 courses to those aged 19+ who live in England. Choose from the following areas:

- Automotive
- Business and Accountancy
- Childcare
- Engineering
- Energy
- Fabrication and Welding
- Health and Social Care
- Hospitality
- Policing and Uniformed Public Services
- Rail and Civil Engineering
- Science
- Subsea and Renewables
- Wind Turbine

Search Free Courses for Jobs on our website to find out more information and apply.





## INTRODUCTION, TASTER COURSES AND MULTIPLY

We offer a range of free short taster programmes to help build confidence and provide you with a taste of what it's like to study with us. Staff are on hand to support and direct you and once ready, can support you to progress to other learning programmes at your own pace. For more information please email [NCLmultiply@ncl-coll.ac.uk](mailto:NCLmultiply@ncl-coll.ac.uk)

Courses are delivered at Riverside Dene Campus at Cruddas Park, Denton Burn Library and in a range of community venues across Newcastle with monthly starts available. These courses are available monthly and are FREE to all 19+ year old residents of Newcastle, North Tyneside and Northumberland eligible for adult funding.

Course Title	Course Overview	Duration
<b>Creating Healthy Menus</b>	This course will give you an awareness of how to create healthy menus and save money too.	Two hour one-off session
<b>Making your money go further</b>	This course will give you tips to help you manage your money to help it go further.	Two hour one-off session
<b>Saving money using comparison shopping</b>	Comparing brands to find out which is the best value will help you to not only get the best products for you or your family but will also help you save money long term.	Two hour one-off session
<b>Understanding your pay slip</b>	Whether it's your first payslip or if you've been working for years, understand how your pay is worked out including gross and net pay, tax codes and how to make sure you're being paid the right amount.	Two hour one-off session
<b>Introduction to Wellbeing</b>	During this course you will find out about the five steps to wellbeing that you can take to improve your mental health and wellbeing. Trying these five steps could help you feel more positive and able to get the most out of life.	2 hours per week for 1 week
<b>Who dunnit, can you solve the clues?</b>	HELP! There has been a murder! Can you help us solve the mystery and find the murderer? Everyone is a suspect until you find out the truth. Come and join us for a fun session of Murder Mystery with Maths... We have five clues written down by witnesses to the murder. Examine the clues and solve this mystery!	Two hour one-off session
<b>Managing Household Budgets</b>	Gain the skills to manage your personal finances, managing budgets and help you deal with the cost-of-living rise. You'll start by learning how to compile a budget and use it to make good decisions about your spending.	Three hours for four weeks
<b>The language of maths</b>	This course will focus on maths words in all areas of life, aiming to build confidence to help support you at work and home.	2 hours per week for 1 week

## ESOL

We offer a range of ESOL (English for Speakers of Other Languages) courses delivered from the heart of the community at our Riverside Dene campus in Cruddas Park.

Levels include Pre-Entry, Entry, Level 1 and Level 2 and are available during the day over three half days or two evenings per week termly. To find out more or reserve your place, attend one of our open events throughout the year. You can find out upcoming dates by visiting [ncl-coll.ac.uk/events](http://ncl-coll.ac.uk/events)

## ENGLISH AND MATHS

Study an Award, Functional Skill or GCSE in either English or maths to help you progress in work, gain employment or simply brush up on your existing skills. For more information on courses available see page 24.

# SKILLS BOOTCAMPS

Skills Bootcamps are part of the Government's Lifetime Skills Guarantee, helping everyone gain skills for life. Skills Bootcamps are free to anyone aged 19+ years and are flexible courses of up to 16 weeks, giving people the opportunity to build up sector-specific skills and an offer of an interview with an employer upon completion.

## RENEWABLE AND SUBSEA ENGINEERING

### Skills Bootcamp Brightsparks (Welding): Level 3

#### Course Overview

During this practical skills bootcamp you will develop core skills and complete welder approval under the coded welding scheme which will ensure you meet expectations set out by industry partners making you work ready for the volume of welding job vacancies in the region. On successful completion you will have access to a guaranteed interview with an employer to a live vacancy. If you're unsure if this is a career for them you're encouraged to make an application as there is a pre-programme available at the College with monthly starts.

#### Entry Requirements

This course is for those aged 19+ looking for work in this sector, either unemployed or employed and looking to retrain or upskill. You should hold qualifications or life experiences that support working at Level 3 which could include for example Level 2 qualifications such as vocational certificates, GCSE, functional skills or ESOL. This is not essential however, and if you don't have any formal qualifications you are still encouraged to apply. We also welcome graduates who are looking to upskill or retrain.

#### Start Date

Starts available in September and January.

#### Duration

10 hours per week for 15 weeks

#### Delivery

Blended learning. Practical on campus, theory is live online learning.

#### Fee\*

- Self-referral: FREE
- Employer referral: Large employer contribution of 30% at £1,075 per person, SME employer contribution of 10% at £358 per person.

### Skills Bootcamp in Welding Inspection: Level 3

#### Course Overview

This course is aimed at existing time-served welders or those with welding experience to gain skills and knowledge required to work as a welding inspector, a role required by local employers to ensure quality standards. On successful completion you will have access to a guaranteed interview with an employer to a live vacancy.

#### Entry Requirements

This course is for those aged 19+ looking for work in this sector, either unemployed or employed and looking to retrain or upskill. It is ideal to have had experience of welding either as a time served welder or those with welding experience. If you don't currently have welding experience you're encouraged as there is a pre-programme available at the College with monthly starts.

#### Start Date

Starts available in September, October, January and February.

#### Duration

7.5 hours per week for 8 weeks

#### Delivery

Daytime, On Campus

#### Fee\*

- Self-referral: FREE
- Employer referral: Large employer contribution of 30% at £884 per person, SME employer contribution of 10% at £295 per person.

\*Free to anyone with a North East postcode eligible to study in the UK and not referred by an employer. Any employers in the sector can refer their employees to complete the bootcamp at a cost of 30% for non-SME and 10% for SME. Definition of an SME is an employer with less than 250 employees, a turnover of less than £25m and have less than 25% shares owned by another company.

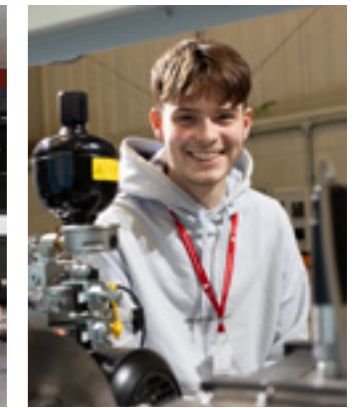
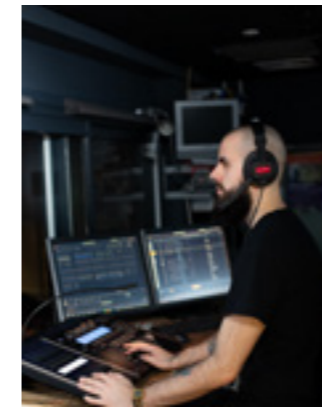




For being just a 12-week course, we got such an incredible range of experiences, including three or four theatre visits, as well as the opportunity to work on the set-up for Beyonce's gig at the Stadium of Light, which was amazing.

### NICOLA CUTTER

Skills Bootcamp in Technical Skills for Live Events (Stagehand): Level 3



## PRODUCTION ARTS

### Skills Bootcamp in Technical Skills for Live Events (Stagehand): Level 3

#### Course Overview

This course is ideal if you're looking to work as part of a technical team in live theatre or part of a production crew at live gigs and festivals. Skills include live sound, supporting lighting designers and accompanying set designers. On successful completion you will have access to a guaranteed interview with an employer to a live vacancy.

#### Entry Requirements

This course is open to those aged 19+ looking for work in this sector, either unemployed or employed and looking to retrain or upskill. You should hold qualifications or life experiences that support working at Level 3 which could include for example Level 2 qualifications such as vocational certificates, GCSE, functional skills or ESOL. This is not essential however and if you don't have any formal qualifications you are still encouraged to apply. We also welcome graduates who are looking to upskill or retrain.

#### Start Date

Starts available in September, January and April.

#### Duration

7 hours per week for 12 weeks

#### Delivery

Daytime, On Campus

#### Fee\*

- Self referral fee: FREE
- Employer referral: Large Employer contribution of 30% at £681 per person. SME employer contribution of 10% at £227

### Skills Bootcamp in Film and TV Production Technical Support: Level 3

#### Course Overview

This course will develop the technical skills required to enter the world of Film and TV production. You will develop an understanding of audio and visual equipment including set-up and maintenance, whilst developing a creative insight into the world of media. On successful completion you will have access to a guaranteed interview with an employer to a live vacancy.

#### Entry Requirements

This course is open to those aged 19+ looking for work in this sector, either unemployed or employed and looking to retrain or upskill. You should hold qualifications or life experiences that support working at Level 3 which could include for example Level 2 qualifications such as vocational certificates, GCSE, functional skills or ESOL. This is not essential however and if you don't have any formal qualifications you are still encouraged to apply. We also welcome graduates who are looking to upskill or retrain.

#### Start Date

Starts available in September.

#### Duration

7 hours per week for 10 weeks

#### Delivery

Daytime, On Campus

#### Fee\*

- Self-referral: FREE
- Employer referral: Large employer contribution of 30% at £390 per person, SME employer contribution of 10% at £130 per person.

# APPLY ONLINE!

You can apply for any of the courses listed here on our website at [www.ncl-coll.ac.uk](http://www.ncl-coll.ac.uk)



# COURSES AVAILABLE

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>ACCESS TO HIGHER EDUCATION</b>					
Allied Healthcare and Social Work Access to Higher Education - Level 3	Get the right qualifications to begin your healthcare career or gain access onto a degree programme. Topics include macromolecules, key biological principles, aspects of human physiology and statistical skills.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Art and Design Access to Higher Education - Level 3	Calling all creatives! If you've got a passion for all design specialisms and the creative arts, this Art and Design Access to HE course will be your next step to a colourful career.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*
Business Access to Higher Education - Level 3	This diverse course is ideal for anyone who has an interest in business and wants to take their studies in this exciting area further. If you have a strategic mind, this is the course for you.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,022 Adult Learner Loan £3,022*
Education Access to Higher Education - Level 3	Are you looking to inspire others by becoming a teacher of the future or gain access onto a degree programme? If so, this course is for you.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Engineering with Physics and Maths Access to Higher Education - Level 3	Love Science? Are you logistically minded, have a passion for physics and chemistry and see a career in science? This course will build your skills to make the next step or progress to a degree programme.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*
Environmental Science and Green Energy Access to Higher Education - Level 3	Have you got a statistical mind and a passion for the environment? Do you see yourself working in science and finding out how our world works? If you want to know more about our environment then this course is for you.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Humanities with Social Science and History Access to Higher Education - Level 3	If you want to learn more about sociology, English and maths to progress onto a degree programme, this course is the one for you.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,022 Adult Learner Loan £3,022*
Law with History Access to Higher Education - Level 3	If you're interested in starting a career in law, history or literature and journalism, this course will help you to progress to degree level study.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,022 Adult Learner Loan £3,022*
Nursing and Midwifery Access to Higher Education - Level 3	If you have a passion for health and care but need the right qualifications to progress, this course is for you.	Starts available in September or January	13 hours per week for 35 weeks	Daytime On Campus or Distance Learning	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Psychology Access to Higher Education - Level 3	Psychology is one of the UK's fastest-growing subjects at degree level, and this Access to HE course will provide you with the skills and knowledge needed to study a psychology related degree.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free Cat C £1,511 Adult Learner Loan £3,384*

\*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.

#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Science Biochemical (Pharmacy) Access to Higher Education - Level 3	If you're looking to start a career in biochemical science or want to gain entry to a degree programme, this Access to HE course can help get you there.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Photography, Media and Digital Design Access to Higher Education - Level 3	This hands-on and practical design course offers superb opportunities to experiment with a wide range of digital techniques, developing your individuality and confidence in a range of areas including Photography, Media and Illustration.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*

\*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.

#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.



Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>ADULT SKILLS FOR WORK</b>					
Digital Skills for Everyday Life - Entry Level	Study this course and develop practical digital skills to complete everyday online tasks such as using social media, online banking, paying bills, shopping or keeping in touch with friends and family online.	Monthly starts available	6 hours per week for 2 weeks	Daytime On Campus	Free to residents of Newcastle, North Tyneside or Northumberland Cat C £150
Introduction to Web Design - Entry Level	This course is ideal for anyone who would like to gain an understanding of how to put together their own website.	Monthly starts available	5 hours per week for 4 weeks	Daytime On Campus	Cat A Free Cat B £75 Cat C £150
Exploring Occupational Studies for the Workplace - Entry Level	Develop your knowledge and improve your confidence and skills using computers with this short entry level IT course.	Monthly starts available	5 hours per week for 3 weeks	Daytime On Campus	Cat A Free Cat B £72 Cat C £144
IT for Beginners - Entry Level	This course is ideal for anyone who has little to no experience using a PC and will introduce learners to basics such as logging onto a PC, accessing the internet and sending emails.	Monthly starts available	3 hours per week for 4 weeks	Daytime On Campus	Cat A Free Cat B £150 Cat C £150
Essential Digital Skills - Entry Level	Study this course and develop the digital skills needed to use digital devices and the internet and apply this knowledge in common situations.	Monthly starts available	5 hours per week for 7 weeks	Daytime On Campus	Free to anyone without a Level 2 ICT qualification or for those without digital skills
Essential Digital Skills - Level 1	This course will enable you to develop your digital knowledge and skills to use in your personal lives, or to support you in your career.	Starts available every two months	5 hours per week for 6 weeks	Daytime On Campus	Free to anyone without a Level 2 ICT qualification or for those without digital skills
Employability Skills - Entry Level Award	Getting into the world of work can be daunting, but with this short course you will develop the skills required for work.	Monthly starts available	20 hours per week over 1 or 2 weeks	Daytime On Campus	Cat A Free Cat B £108 Cat C £216
Employability Skills - Entry Level Certificate	From deciding on the right job, to completing an application and getting ready for your interview. This course is ideal for anyone looking to get into work.	Monthly starts available	20 hours per week over 1 or 2 weeks	Daytime On Campus	Cat A Free Cat B £270 Cat C £540

\*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.

#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Employability Skills - Level 1 Award	This qualification is suitable for anyone aged 19+ and unemployed. It will help you gain the necessary skills to look for and gain employment.	Monthly starts available	20 hours per week for 1 week	Daytime On Campus	Cat A Free Cat B £270 Cat C £540
Volunteering - Level 1	If you're interested in gaining work experience or looking to become a volunteer in your spare time, this volunteering course is ideal for you.	Monthly starts available	12 hours per week for 1 week	Daytime On Campus	Cat A Free Cat B £72 Cat C £144
Creating Household Budgets using Microsoft Excel	By the end of this course, you will learn how to create a household budget and then use Microsoft Excel spreadsheets to input it, create formulas and format your budget.	Monthly starts available	3 hours per week for 1 week	Daytime On Campus	Cat A Free (to North of Tyne postcodes)
Who dunnit, can you solve the clues?	HELP! There has been a murder! Can you help us solve the mystery and find the murderer? Everyone is a suspect until you find out the truth. Come and join us for a fun session of Murder Mystery with Maths... We have five clues written down by witnesses to the murder. Examine the clues and solve this mystery!	Monthly starts available	3 hours per week for 1 week	Daytime On Campus	Cat A Free (to North of Tyne postcodes)
Using Comparison Websites	If you want to save money and get the best value for the money you spend, consider comparison shopping. Comparing brands to find out which one is the best value for money will help you not only get the best products for you or your family, but will also help you to save money in the long term.	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	Cat A Free (to North of Tyne postcodes)
Making your money go further	You may already be making changes to feel more in control of your money, but if not, here are some tips to help you get on top of your finances.	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	Cat A Free (to North of Tyne postcodes)
Creating Household Budgets	Whether you are struggling to make ends meet, want to pay off debts or save up for the future, drawing up a family budget is the best way to manage your finances and achieve your goals faster. On this course, learn how to make a budget and stick to it, cut your outgoings, cut costs to clear debts, manage unexpected bills and save for the future.	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	Cat A Free (to North of Tyne postcodes)
Level 1 Award in Occupational Studies (IT based)	You will improve your knowledge in word processing software to input, structure, format and present documents. You will also gain knowledge in spreadsheets to enter, edit and organise numerical and other data. This course is ideal for those who wish to progress to the Level 1 Essential Digital Skills Qualification.	Starts available in January	18 hours (3 hours per week for 6 weeks). Choice of morning and afternoon classes available.	Daytime At Riverside Dene Campus	Cat A Free Cat B £300 Cat C £600

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Promoting Resilience to Gambling	This taster session will provide you with an understanding of problem gambling and gambling-related harm, including signs, symptoms and the impacts of problem gambling on an individual's life and those around them	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	North of Tyne residents free Cat A Free
Making money online	In a time of crisis for the cost of living, it has never been more important for us as individuals to live smart and save money where we can. This course has been designed to give you an insight into how you can sell unwanted items easily, plus how you can purchase items from various websites for a fraction of the cost of high street prices.	Monthly starts available	6 hours per week for 1 week	Daytime On Campus	North of Tyne residents free Cat A Free
Gateway - Entry 3 Living and Working in the UK	The course will develop understanding of aspects of British society. It will also help to develop the knowledge and understanding of those who are relatively new to the UK and may also be learning English as an additional language. The course will improve understanding of core aspects of British society whilst also developing IT skills.	Starts available in October	3 hours per week for 10 weeks (choice of morning or afternoon classes available.)	Daytime At Riverside Dene Campus	Cat A Free Cat B £180 Cat C £360
Level 2 Certificate in the Principles of Warehousing and Storage	This course is ideal if you want to enter and/or progress from entry roles in the warehousing and storage industries. This course covers how to receive and store goods, how to process orders and prepare them for dispatch, how to check stock and update records and how to provide good customer service.	Starts available in August and January	18 hours per week (over 3 days) for 3 weeks.	Daytime At Riverside Dene Campus	Cat A Free Cat B £303 Cat C £727
Introduction to Wellbeing	During this course you will find out about the five steps to wellbeing that you can take to improve your mental health and wellbeing. Trying these five steps could help you feel more positive and able to get the most out of life.	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	North of Tyne residents free Cat A Free
The Language of Maths	This course will focus on maths words in all areas of life, aiming to build confidence to help support you at work and home.	Monthly starts available	2 hours per week for 1 week	Daytime On Campus	North of Tyne residents free Cat A Free

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>ART AND DESIGN</b>					
Beginners Ceramics	If you would like to start learning the art of ceramics, this short beginners course is for you. You will be introduced to hand building techniques and processes alongside experiencing throwing on the wheel to create unique clay pieces to take away.	Starts available in September. This course runs 3-4 times a year.	3 hours per week for 6 weeks	Evening On Campus	Cat C £175
Creative Craft (Ceramics) - Level 2	This is an exciting 18-week course where you will hone your skills by responding to a brief and create your own ceramic piece.	Starts available in September and February	7 hours per week for 18 weeks	Daytime On Campus	Cat A Free Cat B £330 Cat C £924
Art and Design Access to Higher Education - Level 3	Calling all creatives! If you've got a passion for all design specialisms and the creative arts, this course will be your next step to a colourful career.	Starts available in September	12.5 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*
NCFE Creative Craft (Ceramics) - Level 3	This Ceramics course is ideal for anyone who has completed the NCFE Level 2 Ceramics course or has good ceramics experience who wants to further their skills and perfect their practice. This course guides learners through the professional making process, from researching a live ceramic brief to working out costs, constraints and opportunities, to developing the initial idea, conducting market research, testing, refining, developing, planning and making their piece, exhibiting and evaluating their final work.	Starts available in September	6 hours per week for 32 weeks	Daytime On Campus	Cat C £941 Adult Learner Loan £941
*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.					
#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.					

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>BUSINESS</b>					
AAT Award in Bookkeeping - Level 1	Discover the role of the bookkeeper and the basic techniques you will need to complete simple bookkeeping activities with this course.	Starts available in January	3 hours per week for 13 weeks	Daytime On Campus	Cat A Free Cat B £225 Cat C £540
AAT Certificate in Accounting - Level 2	Get a firm foundation in accounting with this entry level accounting qualification, ideal for anyone who is seeking an introduction to basic accounting principles and skills.	Starts available in September	7.5 hours per week for 34 weeks	Evening (3.5 hours per week on campus, 4 hours per week online)	Cat A Free Cat B £765 Cat C £1,836
AAT Diploma in Accounting - Level 3	This Level 3 universally respected and internationally recognised AAT qualification could be the perfect qualification for you. On successful completion you can become an AAT associate bookkeeping member and achieve professional AATOB status	Starts available in September	7.5 hours per week for 36 weeks	Evening (3.5 hours per week on campus, 4 hours per week online)	Cat A Free Cat C £2,573 Adult Learner Loan £2,573  Eligible for Free Level 3 Courses for Jobs
AAT Diploma in Professional Accounting - Level 4	If you have dreams of starting your own business or want to become a chartered accountant, this internationally recognised Level 4 qualification will help you get there.	Starts available in January	7.5 hours per week for 38 weeks	Evening (3.5 hours per week on campus, 4 hours per week online)	Cat A Free Cat C £2,573 Adult Learner Loan £2,573
AAT Certificate in Bookkeeping (Online and On Campus) - Level 2	This AAT (Association of Accounting Technicians) course is an entry-level bookkeeping qualification, ideal for anyone looking for an introduction to basic bookkeeping principles and skills. Over four months, you will develop the skills and knowledge you need to manage books effectively – including double entry bookkeeping, and associated documents and processes, up to Trial Balance standard. This course will prepare you for various roles in the sector including Clerical Assistant, Trainee Bookkeeper, Accounts Clerk, Finance Assistant and Accounts Administrator.	Starts available in January	6 hours per week for 20 weeks	Evening (3 hours per week on campus, 3 hours per week online)	Cat A Free Cat B £345 Cat C £828
AAT Certificate in Bookkeeping (Online and On Campus) - Level 3	This advanced level course is a mid-level bookkeeping qualification, ideal for anyone who is looking to advance their existing knowledge of accounting. You will become competent in financial processes including accounting principles and concepts, advanced bookkeeping and preparing financial statements. You will also be introduced to and value added tax (VAT).	Starts available in January	7.5 hours per week for 35 weeks	Evening (3.5 hours per week on campus, 4 hours per week online)	Cat A Free Cat C £1265
Business Access to Higher Education - Level 3	Do you want to know more about strategy building, performance management and finance or gain access to a degree programme? If you want to get into business, this course is for you.	Starts available in September	12 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,022 Adult Learner Loan £3,022*

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#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
CIPD Foundation Certificate in People Practice - Level 3	Are you passionate about people and making the workplace a great place to be? Study this course in People Practice at a CIPD Approved Centre and add real value to your workplace and the teams within it.	Starts available in September and January	4.5 hours per week for 27 weeks	Evening On Campus	Cat C £1,275
CIPD Associate Diploma in People Management - Level 5	This is an approved CIPD course suitable for those already working in a HR role or those wishing to progress into HR roles. This course is also the perfect stepping stone to a senior role developing others.	Starts available in September and January	5.5 hours per week for 35 weeks	Evening On Campus	Cat C £1,750 Adult Learner Loan is available for up to £724 of the full fee
<b>CHILDCARE AND TEACHER EDUCATION</b>					
Supporting Teaching and Learning - Level 2	This course will help you take your first steps towards a career as a teaching assistant.	Starts available in September	4 hours per week for 35 weeks (plus 1 day per week work experience)	Daytime On Campus	Cat A Free Cat B £675 Cat C £1,620
Early Years Practitioner - Level 2	This part-time intensive Level 2 Early Years Practitioner course is designed to help adults begin a career in childcare and early years education.	Starts available in September	4 hours per week for 35 weeks	Daytime On Campus	Cat A Free Cat B £879 Cat C £2,110
Supporting Teaching and Learning - Level 3	This course will help prepare you for employment as a teaching assistant and could also help you progress towards a higher-level teaching assistant (HLTA) qualification.	Starts available in September	4 hours per week for 35 weeks (and 1 day per week work experience)	Daytime On Campus	Cat C £2,225 Adult Learner Loan £2,225 Eligible for Free Level 3 Courses for Jobs
Early Years Educator - Level 3	This Early Years Educator course is perfect if you are passionate about education and would love to work with young children and infants.	Starts available in September	8 hours per week for 35 weeks (and 1 day per week work experience)	Daytime On Campus	Cat A Free Cat C £4,670 Adult Learner Loan £4,670
Education Access to Higher Education - Level 3	Are you looking to inspire others by becoming a teacher of the future or gain access onto a degree programme? If so, the Education Access to HE course is for you.	Starts available in September	12 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Training, Assessment, Quality Assurance - Level 3	This TAQA course is perfect if you have a strong vocational subject knowledge and want to become an assessor, this may be student or employee focused.	Starts available in September	3 hours per week for 4 weeks	Evening On Campus	Cat C £811 2 units £859 3 units Adult Learner Loan available up to £811

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#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Training, Assessment, Quality Assurance - Level 4	If you are currently working as a qualified assessor but want to move into verifying, this TAQA course will get you there.	Starts available in September	3 hours per week for 4 weeks	Evening On Campus	Cat C £811 2 units £859 3 units Adult Learner Loan available up to £811
Award in Education and Training	This course is a great introduction to teaching, ideal if you are looking to find out more about the sector before undertaking further teaching qualifications.	Starts available in January	4 hours per week for 12 weeks	Evening On Campus	Cat C £495 Eligible for Free Level 3 Courses for Jobs
Certificate in Teaching to Speakers of Other Languages (CELTA)	Do you want to live and work abroad teaching English? Or do you want to teach English to adult refugees in the UK? You can qualify as a TEFL teacher with this course.	Starts available in October	7 hours per week for 21 weeks	Daytime and Evening On Campus	Cat C £1,300 Adult Learner Loan is available for up to £811 of the full fee

### COMPUTING

Digital Skills for Everyday Life - Entry Level	This course is ideal for anyone struggling to keep up with the latest technology or who find themselves asking children and grandchildren for help with everyday online tasks such as using social media to keep in touch with friends and family, online banking or paying bills or booking tickets online.	Monthly starts available	6 hours per week for 2 weeks	Daytime On Campus	Free to residents of Newcastle, North Tyneside or Northumberland.
Introduction to Web Design - Entry Level	A good website design is key to making a good first impression. This Introduction to Web Design course is ideal for anyone who would like to gain an understanding of how to put together their own website and how to make it look professional.	Monthly starts available	5 hours per week for 4 weeks	Daytime On Campus	Cat A Free Cat B £75 Cat C £150
Exploring Occupational Studies for the Workplace - Entry Level	Develop your knowledge and improve your confidence and skills using computers with this short entry level IT course.	Monthly starts available	5 hours per week for 3 weeks	Daytime On Campus	Cat A Free Cat B £72 Cat C £144
Essential Digital Skills - Entry Level	Develop the digital skills to use digital devices and the internet and apply this knowledge in common situations with this entry level course.	Monthly starts available	5 hours per week for 7 weeks	Daytime On Campus	Free to anyone without a Level 2 ICT qualification or for those without digital skills
Essential Digital Skills - Level 1	This qualification will enable you to develop your digital knowledge and skills to use in your personal lives, or to support you in your career.	Starts available every two months	5 hours per week for 6 weeks	Daytime On Campus	Free to anyone without a Level 2 ICT qualification or for those without digital skills

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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Certificate in Digital and IT Skills - Level 2	Study this course and you will develop word processing, Excel and PowerPoint skills alongside our new unit providing an understanding of the importance of digital skills in the workplace and how changes in employment have led to an increase in demand.	Starts available in September, January and May	5 hours per week for 14 weeks	Daytime On Campus	Cat A Free Cat B £720 Cat C £1,728
Web Applications Development - Level 5	Fast-track your way to a career in web development with this intensive online course that has been designed to help you gain the skills the industry needs now.	Starts available in September and February	15 hours per week for 35 weeks	Online self-study	Cat C £5,421 Adult Learner Loan £5,421
IT for Beginners - Entry Level	This course is ideal for anyone who has little to no experience using a PC and will introduce learners to basics such as logging onto a PC, accessing the internet and sending emails.	Monthly starts available	3 hours per week for 4 weeks	Daytime On Campus	Cat A Free Cat B £150 Cat C £150

### DIGITAL ARTS

Photography, Media and Digital Design Access to Higher Education - Level 3	This hands-on and practical design course offers superb opportunities to experiment with a wide range of digital techniques, developing your individuality and confidence in a range of areas including Photography, Media and Illustration.	Starts available in September	12 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*
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### ENGINEERING, ENERGY AND TRANSPORT (inc. Automotive, Rail and Aviation Engineering)

Vehicle Systems Maintenance - Entry Level	Are you a hobbyist who spends time thinking about and trying to fix cars? This short course will allow you to learn skills in engine lubrication, spark ignition, braking systems and more, to help you become a beginner vehicle technician.	Starts available in November and March	4 hours per week for 10 weeks	Daytime On Campus	Cat A Free Cat B £225 Cat C £816
Introduction to Electric and Hybrid Vehicle High Energy Systems - Level 1	This course is aimed at anyone looking for an introduction to electric and hybrid systems.	Starts available in February	1 day	Daytime On Campus	Cat A Free Cat B £24 Cat C £76.80
Safe Maintenance of Electric and Hybrid Vehicles - Level 2	A progression from the introduction programme, this course will provide a more in-depth insight into repair and maintenance with a future opportunity to progress to the new Level 3 Component Removal and Replacement in Electric and Hybrid Vehicles programme.	Starts available in February	2 days	Daytime On Campus	Cat A Free Cat B £42 Cat C £134

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#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>ENGLISH AND MATHS</b>					
English Functional Skills - Entry to Level 2	If you want to gain a qualification in English, this Functional Skills qualification will help you to gain confidence and develop the skills you need.	Starts available in September, November and January	3 hours per week for 12 weeks	Daytime or Evening On Campus	Free to those who haven't already achieved a GCSE at grade 4/C or above in English
Maths Functional Skills - Entry to Level 2	With this course you will learn how to apply mathematical thinking to solve simple problems in familiar situations and after you've completed the course you will be able to demonstrate core maths skills.	Starts available in September, November and January	3 hours per week for 12 weeks	Daytime or Evening On Campus	Free to those who haven't already achieved a GCSE at grade 4/C or above in maths
GCSE English Language	People return to study English for a number of reasons, whether you want to elevate your employability opportunities, get the skills to help your kids with their homework or just want to take on a new challenge. This course will get you to where you want to be.	Starts available in September and November	3 - 6 hours per week for 30 weeks	Daytime or Evening On Campus	Free to those who haven't already achieved a GCSE at grade 4/C or above in English
GCSE Mathematics	You may want to elevate your employability opportunities, get the skills to help your kids with their homework or just want to take on a new challenge. Whatever your reason, this course will help you achieve your goals.	Starts available in September and November	3 - 6 hours per week for 30 weeks	Daytime or Evening On Campus	Free to those who haven't already achieved a GCSE at grade 4/C or above in maths





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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>HAIR, BEAUTY AND MAKE-UP</b>					
Introduction to the Hair and Beauty Sector - Entry Level	This course will help you gain practical experience of the roles available in the hair and beauty sector and explore career pathways to take your next steps.	Starts available in September	5 hours per week for 8 weeks	Daytime On Campus	Cat A Free Cat B £99 Cat C £362
Introduction to the Hair and Beauty Sector - Level 1	This course will provide you with both knowledge and practical skills to take your next step on your chosen career path. You will develop a basic understanding of a range of skills across hair, beauty and barbering to prepare you for a Level 2 course.	Starts available in January	4.5 hours per week for 15 weeks	Daytime On Campus	Cat A Free Cat B £387 Cat C £929
Bridal Specialist Hair and Make-Up	This course will help you develop skills in make-up and hair-up for styling as a bridal specialist to enable you to provide wedding services. This course is available for hair and make-up combined or you can specialise in one, depending on your area of interest.	Starts available in January and February	4.5 hours per week for 3 week for hair only 4.5 hours per week for 3 week for make-up only or 4.5 hours per week for 6 weeks for both	Daytime On Campus	Cat C £150 Hair £150 Make-Up £300 for both
Hair Techniques Certificate - Level 2	Develop all of the essential skills in cutting and styling hair you need for a future in hairdressing with this Hair Techniques course. Once you have completed this course, you can progress onto Hairdressing Diploma - Level 2.	Starts available in September and November	5 hours per week for 21 weeks	Daytime On Campus	Cat A Free Cat B £528 Cat C £1,267
Hairdressing Diploma - Level 2	If you dream of becoming a professional hairstylist, this part-time Hairdressing Diploma course will set you on the path to be able to provide colouring and lightening services. Study this course after completing the Hair Techniques - Level 2.	Starts available in September	7 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat B £1,410 Cat C £3,384
Hairdressing Diploma - Level 3	Balayage, beach waves, bobs and bangs. Do you dream of a career in hairdressing? This part-time hairdressing course could be perfect for you!	Starts available in September	7 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat C £3,345 Adult Learner Loan £3,345
Barbering - Level 2	Do you want to learn the art of barbering? Looking for a career in gents' hairdressing? This intensive part-time barbering course will prepare you for your future career.	Starts available in September	5 hours per week for 21 weeks	Daytime On Campus	Cat A Free Cat B £723 Cat C £1,735
Beauty Therapy - Level 2	This course will help you to succeed in the beauty industry through learning skincare, manicure and pedicure treatments, eyelash and brow treatments and make-up techniques.	Starts available in September and November	7.5 hours per week for 28 weeks	Daytime On Campus	Cat A Free Cat B £1,377 Cat C £3,305
Beauty Therapy - Level 3	Are you passionate about self-care and helping others feel their best? This part-time Beauty Therapy course will help you to achieve your dreams of becoming a beauty therapist.	Starts available in September	7.5 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat C £2,583 Adult Learner Loan £2,583

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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Make-Up - Level 2	Do you love to create striking looks and experiment with the latest make-up trends and products? This part-time Make-Up course can help you launch your career as a make-up artist.	Starts available in October and March	4 hours per week for 12 weeks	Daytime On Campus	Cat A Free Cat B £525 Cat C £1,260
Media Make-Up - Level 3	Prosthetics, photographic make-up, media hair design, body art and more. Learn everything you need to become professional make-up artist with this course.	Starts available in September	7.5 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat C £2,583 Adult Learner Loan £2,583
Nail Technology - Level 2	Learn how to prepare, apply, maintain and remove gel nail enhancement systems with this Nail Technology course.	Starts available in September and January	3 hours per week for 10 weeks	Daytime On Campus	Cat A Free Cat B £342 Cat C £821
Head Massage - Level 2	This Level 2 award in Head Massage is ideal for those just starting out in the industry, therapists wanting to develop their skills or even for those looking to carry out treatments on friends and family.	Starts available in March	3.5 hours per week for 8 weeks	Daytime On Campus	Cat A Free Cat B £90 Cat C £216
Lash Lift Workshop	Learn how to carry out an effective lash lift and tint to enhance your client's eye and reduce the need for daily make-up application.	Starts available in November and April	1/2 day for 3 hours	Daytime On Campus	Cat C £75
Brow Lamination Workshop	Learn how to create a fluffy, spiky, defined or natural finish brow with this one-day Brow Lamination Workshop.	Starts available in December and May	1/2 day for 3 hours	Daytime On Campus	Cat C £75
Gel Nails Workshop	Gel nail polish is one of the most demanded treatments in the industry. Learn how to prepare the nail for treatment as well as perfect polish techniques.	Starts available in November, March and May	1/2 day	Daytime On Campus	Cat C £60







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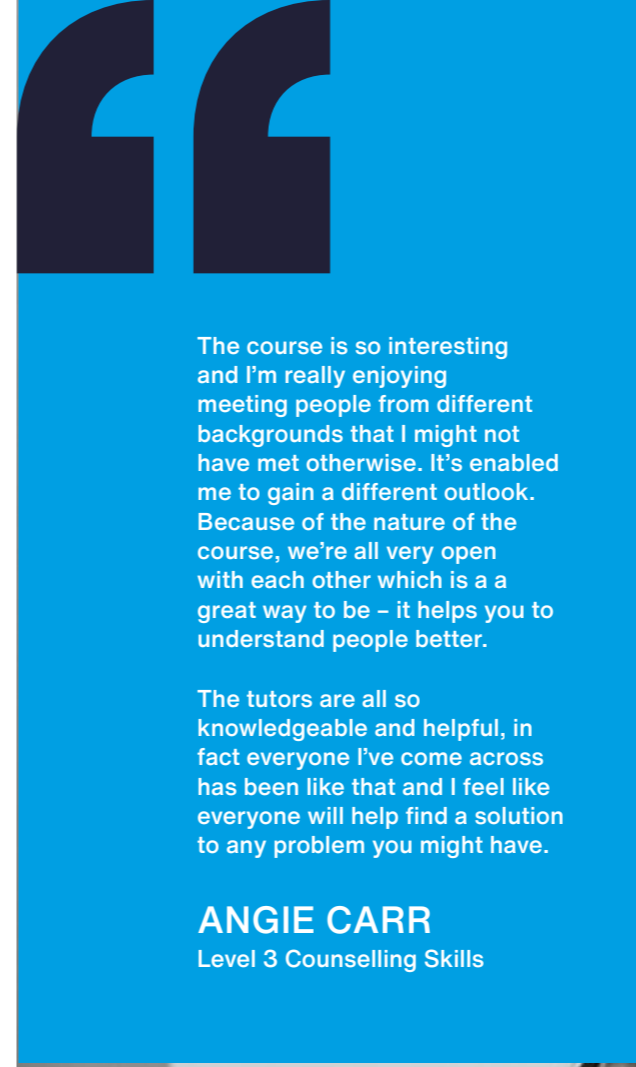
COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>HEALTH AND SOCIAL CARE</b>					
<b>Health and Care</b>					
NHS Academy	Fast-track your way to an interview with the NHS for the role of healthcare assistant with this NHS Academy short course. You must have evidence of completing the Level 3 Diploma in Adult Care/have relevant employment experience and hold a Level 1 in English and maths (GCSE/Functional skills and/or ESOL).	Starts available in September and March.  Please apply online and the course tutor will be in touch with you.	10 hours per week for 9 weeks	Daytime On Campus	Cat A Free Cat B £811
Diploma in Health and Care - Level 2	Are you interested in supporting individuals with their physical and emotional care? Learn about dementia awareness, mental health and wellbeing and how to support people with their daily living needs. Learners must be willing to undertake work experience.	Starts available in September and February	15 hours per week for 20 weeks or 7 hours per week for 42 weeks	Daytime On Campus	Cat A Free Cat B £921 Cat C £2,579
Understanding the Principles of Dementia Care with TEC (Technology Enabled Care)- Level 3	Learners will develop the key knowledge of dementia and an understanding of caring for individuals with dementia, types of dementia, the importance of early diagnosis and person-centred approaches in dementia care.	Starts available in February and March	10 hours per week for 12 weeks	Daytime On Campus	Cat A Free Cat C £811 Adult Learner Loan £811  Eligible for Free Level 3 Courses for Jobs
Diploma in Adult Care - Level 3	This course will prepare you to work in a range of clinical healthcare support settings and in adult care environments. You must have evidence of achieving your Level 2 Diploma in Care and be willing to engage in a sector work placement, either paid or voluntary.	Starts available in September and February	15 hours per week for 20 weeks or 7 hours per week for 42 weeks	Daytime On Campus	Cat C £2,882 Adult Learner Loan £2,882  Eligible for Free Level 3 Courses for Jobs
Allied Healthcare Professions Access to Higher Education - Level 3	If you are interested in developing your skills in health and would like to begin a career in this challenging profession, this course could be just what you're looking for.	Starts available in September	12 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Nursing and Midwifery Access to Higher Education - Level 3	If you have a passion for health and care but need the right qualifications to progress, this Nursing and Midwifery Access to HE course is for you.	Starts available in September and January	12 hours per week for 35 weeks	Daytime On Campus or Distance Learning  Flexible options available	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Certificate in Understanding Autism - Level 3	You will develop in-depth knowledge and understanding of autism, how to support individuals with autism in social and academic settings, therapeutic interventions and current legislative frameworks. You will also consider how approaches have changed over time.	Starts available in September and March	10 hours per week for 17 weeks	Daytime On Campus	Cat A Free Cat C £811

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#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.

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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>Counselling and Mental Health</b>					
Counselling Skills - Level 2	Are you caring and compassionate and want to help others? This short course will introduce you to the use of counselling skills in everyday life and work.	Starts available in September, January and May	10 hours per week for 6 weeks	Daytime On Campus	Cat A Free Cat B £360 Cat C £1,008
Understanding Mental Health - Level 3	This course provides learners with core knowledge and understanding of mental health legislation, services and public attitudes and how these have evolved to current practice.	Starts available in September and March	10 hours per week for 15 weeks	Daytime On Campus	Cat A Free Cat C £811 Adult Learner Loan £811  Eligible for Free Level 3 Courses for Jobs
Diploma in Counselling Skills - Level 3	This course is perfect if you want to study counselling or develop your skills in a career where counselling skills are used. You must have either evidence of having achieved a Level 2 Counselling Skills qualification or evidence of experience in a supportive sector as well as evidence of previous Level 3 or above study.	Starts available in September and February	10 hours per week for 17 weeks	Daytime and Evening options available. On Campus	Cat A Free Cat C £2,225 Adult Learner Loan £2,225  Eligible for Free Level 3 Courses for Jobs
<b>Distance Learning</b>					
Principles of End of Life Care - Level 2	During this course you'll learn how to provide high-quality end of life care to people and their loved ones. This qualification is intended for those who work in the health and social care sector whose role includes caring for those who have a life-limiting illness.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
Understanding Behaviour that Challenges - Level 2	Learners will develop an in-depth knowledge of behaviour that challenges, types, causes and support strategies to safeguard individuals and promote positive behaviour. The course can be used as CPD for those progressing in the health and social care sector, or in education settings.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
Understanding Children and Young People's Mental Health - Level 2	An online course designed for people who work with children and young people or for those who have an interest in learning how to support them.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
Awareness of Mental Health Problems - Level 2	Learners will look at the scale and context of mental ill-health in the UK, before looking in greater depth at 12 specific mental health conditions, diagnostic criteria, and treatment options.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
Understanding Safeguarding and Prevent - Level 2	The purpose of this qualification is to increase the learner's knowledge and awareness of the Prevent Duty and safeguarding, including online safety. By completing the qualification, learners will develop knowledge of safeguarding in an environment where they have a duty of care.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding



The course is so interesting and I'm really enjoying meeting people from different backgrounds that I might not have met otherwise. It's enabled me to gain a different outlook. Because of the nature of the course, we're all very open with each other which is a great way to be – it helps you to understand people better.

The tutors are all so knowledgeable and helpful, in fact everyone I've come across has been like that and I feel like everyone will help find a solution to any problem you might have.

**ANGIE CARR**  
Level 3 Counselling Skills





Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
Understanding the Care and Management of Diabetes - Level 2	This qualification aims to provide anyone working in, or intending to work in the healthcare sector, with an understanding of the different types of diabetes, possible causes and risk factors, how the onset of Type 2 diabetes can be delayed with lifestyle changes, diabetes diagnosis and initial care, care and treatment of diabetes to control blood sugar levels.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
Understanding the Safe Handling of Medication in Health and Social Care - Level 2	This qualification aims to help learners develop a general understanding of different types of medication and the procedures for obtaining, storing, administering and disposing of medication. You will develop an understanding of legislation and the audit process related to medication and issues of responsibility and accountability as well as an understanding of the record-keeping process for medication.	Monthly starts available from August to May	6 hours per week for 12 weeks	Distance Learning	Free to anyone eligible for adult learner funding
NCFE CACHE Award in Preparing to Work in Home-Based Childcare - Level 2	The Award has been developed in collaboration with the Professional Association for Childcare and Early Years (PACEY). This qualification prepares learners to set up a home-based childcare setting as a registered childminder and is suitable for learners who wish to be employed in home-based childcare settings such as childminding assistants or other home child carers (e.g. nannies, au pairs).	Monthly starts available	5 hours per week for 10 weeks	Flexible Distance Learning	Free to anyone eligible for adult learner funding

Free courses listed under Cat A are subject to eligibility criteria. Please see page 3 for full details.

COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>HOSPITALITY AND CATERING</b>					
Food Production and Cooking - Level 2	Do you dream of being a chef? This part-time course will have you 'cooking on gas' towards a career in the catering and hospitality sector. You will develop key transferable skills aligned to industry standards and expectations. You will also access state-of-the-art kitchens fully equipped with sector-specific equipment whilst developing core soft skills.	Starts available in September	6.5 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat B £945 Cat C £2,646
Professional Cookery - Level 3	This course could help you land your dream role in the kitchen. You will gain an understanding of complex preparation and cooking methods and current techniques used within the industry. Utilising and accessing our state-of-the-art kitchens, you will gain a better understanding of seasonality, sustainability and financial implications.	Starts available in September	6.5 hours per week for 34 weeks	Daytime On Campus	Cat A Free Cat C £3,345 Adult Learner Loan £3,345  Eligible for Free Level 3 Courses for Jobs
Food Safety for Catering - Level 2	Develop your understanding of food safety within hospitality and catering to a basic level with this food safety course.	Starts available in November, January, March and May	7 hours per week for 1 week	Daytime On Campus	Cat C £95
Food Allergen Awareness and Control in Catering - Level 2	In line with industry requirements, you will learn how to keep all customers safe when preparing, cooking and serving different food types, based around the 14 most common allergens and Natasha's Law.	Starts available in November, January, March and May	5.5 hours per week for 1 week	Daytime On Campus	Cat C £75
<p>*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.</p> <p>#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.</p>					





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COURSE TITLE	COURSE OVERVIEW	START DATE	DURATION	DELIVERY	FEE
<b>SCIENCE</b>					
Biology - GCSE Level 2	You will gain a good understanding of human biology, organisms, evolution and the environment.	Starts available in September	3 hours per week for 30 weeks	Daytime and Evening On Campus	Cat A Free Cat B £360 Cat C £1,008
Engineering Science Access to Higher Education - Level 3	Love Science? Are you logistically minded, have a passion for physics and chemistry and see a career in science? This course will build your skills to take the next step or progress to a degree programme.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,928 Adult Learner Loan £3,928*
Psychology Access to Higher Education - Level 3	Learn everything from biological and developmental psychology to cognitive and social psychology as well as how to put these psychological principles into practise with the Psychology Access to Higher Education course.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Science (Biochemical) Access to Higher Education - Level 3	Looking to start a career in biochemical science or want to gain entry to a degree programme? This Science Access to HE course can help get you there.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
Environmental Science Access to Higher Education - Level 3	Do you see yourself working in science and finding out how our world works? If you want to know more about our environment then the Environmental Science Access to HE course is for you.	Starts available in September	13 hours per week for 35 weeks	Daytime On Campus	Cat A Free# Cat C £3,384 Adult Learner Loan £3,384*
<p>*Student Finance England will 'write off' any outstanding Advanced Learner Loan balances you owe for an Access to Higher Education course once you complete a degree course. This means you do not have to repay it.</p> <p>#Only applicable if you're aged 19-23 years and planning to study towards your first full Level 2 or first full Level 3.</p>					

# A COURSE FOR ALL

As well as a full range of adult courses we also offer further education courses for 16-18 year olds, apprenticeships degrees and postgraduate courses so we really do have something for everyone.

## 16-18 COURSES

These vocational courses are aimed at school leavers and focus on hands-on learning in practical environments. They're designed to help learners gain the right skills and experience to be able to progress onto their next step, whether that is an apprenticeship, higher education or employment. We offer courses in a wide range of areas from art and design to childcare, engineering to music. We're always keen to hear from those who could provide work experience opportunities to our 16-18 learners. If you or someone you know could support and offer a work experience opportunity, please email [enquiries@ncl-coll.ac.uk](mailto:enquiries@ncl-coll.ac.uk) detailing your company name and details of the support you could provide.

## APPRENTICESHIPS

Learners can choose from more than 30 apprenticeship routes including business, construction, hospitality and more and earn a real wage and a real qualification. They split their time between work and Newcastle College, combining learning, earning and experience to gain all of the skills they need to succeed in their career.

## DEGREES

We offer a wide range of degrees across a number of subject areas at Newcastle College University Centre from business to computing, health to sport. We pride ourselves on delivering high-quality practical education, enabling students to develop the professional skills demanded by industry. Our University Centre offers a real alternative to university where students can study university-level degree courses that are designed in collaboration with employers. Students are taught in smaller class sizes by industry-experienced tutors in specialist teaching facilities and have numerous opportunities to engage with employers to develop professional skills. They also benefit from outstanding student support to help them throughout their studies.

## POSTGRADUATE STUDY

As well as undergraduate degrees, we also offer postgraduate degrees in subject areas including business, health and teaching. Newcastle College University Centre has an excellent reputation for teacher training and offers both full-time and part-time courses that fully meet the requirements for Initial Teacher Training for the education of people aged 14 years and over and lead to achievement of Qualified Teacher Learning and Skills (QTLS).



## APPLY NOW

You can find out more about any of the courses within this guide and apply on our website at [ncl-coll.ac.uk](http://ncl-coll.ac.uk). If you need help completing the online application form, our friendly Student Services Team is on hand to provide support. You can contact them by calling 0191 200 4000 or emailing [enquiries@ncl-coll.ac.uk](mailto:enquiries@ncl-coll.ac.uk)

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