

Childcare

FETAC 6 Supervision in Childcare

Course Description

This five module level 6 two year course will be of benefit to those who have a particular interest in professional and social aspects of childcare. The course is designed for students who have already qualified at FETAC level 5 and wish to continue their studies. It will suit those who have a good knowledge of childcare and are seeking to progress in their professional development.

Course Content:

- Early Childhood Programmes
- Child Development
- Social and Legal Issues in Childcare
- Supervision in Childcare
- Special Needs Training

All participants are required to complete an Occupational First Aid and Manual Handling course as part of their training the cost of which is included in the course fee.

Certification: FETAC Level 6 Childcare (DCXXX)

Duration: Two Years Oct 3rd 2011 – 15th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Cost: €370 per module to a total of €1850, plus €350 for manual handling and occupational first aid. Total cost = €2,200

FETAC 5 Certificate in Childcare

This course prepares students to work with young children in a variety of childcare settings. It is suitable for both school leavers and for experienced mature persons seeking a formal qualification in childcare.

Certification:

FETAC National Vocational Certificate Level 5 Childcare (DCHSC)

Course Content:

- Care Provision and Practice
- Caring for Children 0-6
- Child Development
- Communications
- Early Childhood Education
- Word Processing
- Work Experience
- Working in Childcare

All students are required to carry out a First Aid course as part of their studies the cost of which is included in the course fee.

Duration: 2 years Oct 3rd 2011 – 15th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30pm – 9.30 pm

Costs: €300 per module to a total of €2400, plus €250 fee for occupational first aid course. Total Cost = €2650

Career prospects

- Assistants in crèches, nurseries, pre-schools and playschools.
- Au pairing
- Primary school assistants.

FETAC Level 5 Special Needs Assistant

A new course for students interested in working as a Special Needs Assistant in pre-school and primary school settings

Certification:

FETAC National Vocational Certificate Level 5 – Community Care (DCHCC)

Course Content

- Care Provision and Practice
- Human Growth and Development
- Safety and Health at Work
- Work Experience
- Communications
- Word Processing
- Special Needs
- Social Studies

All students are required to carry out a first aid course as part of their studies the cost of which is included in the course fee.

Duration: 2 years Oct 4th 2011- 16th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30 pm – 9.30 pm

Cost: €300 per module to a total cost of €2400, plus €120 fee for occupational first aid course. Total Cost = €2520

Progression:

The full FETAC Level 5 award facilitates entry, on a competitive basis, to a range of third level institutions nationwide. Further details are available from the relevant institutions.

FETAC Level 5 Understanding Special Needs

Course Description

This one module course is designed to equip the learner with the skills and knowledge in Caring for Children with Special Needs either in the home or as part of a team in a childcare setting. The module aims to promote good practice, equality of opportunity and respect for diversity in lifestyles, religion and culture and the maintenance of a safe, healthy and hygienic environment for children with Special Needs'

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Understanding Special Needs
- Conditions and Impairment in Children
- Parents and Special Needs Assistant

Duration: 60 Hours (10 weeks) 3rd Oct 2011 – 14th Dec 2011

Sessions: Monday and Wednesday evenings (6.30pm – 9.30pm)

Cost: €300.

Subject to demand a further ten week course will run in Jan 2012

FETAC Level 5 Operating an Early Years Centre

This module aims to enable the participants to become aware of the various duties and responsibilities involved in running an ECCE centre, whether privately run or community based. It integrates the theoretical and practical aspects of ECCE centre supervision.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Administration
- Working as a Team: Staff, Parents & Committees
- Policies and Procedures

Duration: 60 Hours (10 weeks) 3rd Oct 2011 – 14th Dec 2011

Sessions: Monday and Wednesday evenings (6.30pm – 9.30pm)

Cost: €300.

Subject to demand a further ten week course will run in Jan 2012

FETAC Level 5 Diversity and Equality in Childcare

Course Description

This module is designed to support the learner in their understanding, exploration and reflection on diversity and equality issues. This will prepare the learner for working with children from all backgrounds and their families. Learners will be introduced to concepts and issues concerning diversity and equality. The module will raise awareness about the importance and relevance of diversity and equality matters in childcare practice.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Diversity and Equality Concepts
- Diversity Education: Theory and Approaches
- Role of the Practitioner in Promoting Equality
- Diversity and Equality in Childcare Practice

Duration: 60 hours (10 weeks) 3rd Oct 2011 – 14th Dec 2012

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Cost: €300

Subject to demand a further ten week course will run in Jan 2012

FETAC 5 Child Development and Play

This module is suitable for childcare practitioners, parents and those interested in gaining a qualification in the area of development and play. Those who successfully complete this module will gain practical experiences of play and an opportunity to develop communication skills with both adults and children.

Certification: FETAC Level5 Record of Achievement

Course Content:

Exploring Play:

Toys, games and play activities that are available

Comparison of own play experiences with those available today

Describe the features of a 'good' toy

Development:

Give practical examples of the 5 key areas of child development

Show the link between child development and play

Planning and organising play:

Participate in a range of play activities

Plan, carry out and evaluate a play activity for a child or group of children

Plan and make a play item for a child

Assess the suitability of the play item

Communication:

Describe good communication practice with children

Demonstrate effective communication with peers

Duration: 60 Hours, 4th October 2011 – 12th March 2012

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €300

An Introduction to the Power of Play

This much sought after course is suitable for childcare practitioners, parents, students and those with an interest in working in the area of childcare. This course provides an insight into the crucial dynamic of play, healthy physical, intellectual, social and emotional development.

Certification: College Certification

Course Content:

- Theoretical Approach
- Stages of play
- Types of play
- Using play as facilitation in:
 - learning and development
 - speech and language
- Using play to facilitate behavioural issues.

Duration: 10 weeks, 30 hours

Sessions: Wednesday evenings 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

FETAC 6 Tutoring Adults

This module is aimed at those who are currently working as adult educators or those who intend to do so.

Certification: FETAC Level 6 Record of Achievement.

Course Content

- Adult Education Theory
- Adult Education Policy
- The Adult Learner
- Adult Education Practice
- Programme Design

It is necessary to carry out work experience within adult education while participating on the programme.

Duration: 12 weeks 5th Oct 2011 – 14th Jan 2012

Sessions: Wednesday evenings 6.30 pm – 9.30 pm

Costs: €350 includes examination fee.

Subject to demand a further 12-week course will be offered in January 2012

Health Care

FETAC Level 5 Healthcare Support

Course Description:

This course is suitable for those wishing to pursue a career in the areas of Nursing Home Care, Healthcare Assistants, Disability Care and Hospital Care Assistants and home helps. The course will provide the students with the knowledge and experience to work with a variety of ages in a diverse range of settings and environments.

Certification: FETAC Level 5 Certificate in Health Care Support (DHSXX)

Course Content

- Care Skills
- Care Support
- Intellectual Disability Studies
- Care of the Older Person
- Health and Safety at Work
- Infection Prevention and Control
- Communications
- Work Experience

Duration: Two Years Oct 3rd 2011 – 14th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Costs: €300 per module to a total of €2400, plus €250 fee for occupational aid course. Total Cost = €2650

FETAC Level 5 Drug and Alcohol Addiction

This module is suitable for those who work with or intend to work within homeless and/or drug services and those engaged in community development. The module will equip the student with the competencies and knowledge necessary to meet the various needs of substance users and to assist them in making choices regarding treatment options.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Psycho-pharmacology.
- Understanding addiction and dependency.
- Health Issues.
- Engagement skill and interventions.
- Attitudes.

Duration: 60 Hours (20 weeks) 3rd October 2011 – 4th March 2012

Sessions: Monday Evenings 6.30pm – 9.30pm

Cost: €300

FETAC Level 5 Substance Use-Issues for Youth Work

This module is designed to promote good practice among those who work with young people and communities who are negatively affected by substance use. It provides a critical perspective on some of the issues that affect young people and their communities and encourages the development of coherent responses at individual and organisational level. This module should promote the ability of learners to work safely and effectively as part of a team in youth and community work settings.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Substances and Dependency.
- Young People and Substance Use.
- Responses, Interventions and strategies.

Duration: 60 Hours (20 weeks) 5th October 2011 –8th March 2012

Sessions: Wednesday Evenings 6.30pm – 9.30pm

Cost: €300

Business

Business Studies

Course Description

An intensive 2 year course will provide students with the knowledge and skills to work in a business environment. This course in business studies gives the student a solid foundation in the academic, practical and personal skills required for a career in the business area. It also offers progression routes to third-level courses.

Certification: FETAC Level 5 Certificate in Business Studies (BBSXX)

Course content:

- Accounting (Manual and Computerised).
- Business Administration
- Communications
- Database Methods
- Marketing Practice
- Spreadsheet Methods
- Text Production
- Work Experience
- Beginner's French

Duration: 2 years Oct 3rd Oct 2011 – 16th May 2012 year 1

Sessions: 6.30pm – 9.30pm (Monday and Wednesday)

Cost: €300 per module to a total of €2400 for course.

Accounting Technician

An intensive course which will prepare students for the Institute of Accounting Technicians (IATI) examinations.

Certification:

The Institute of Accounting Technicians of Ireland

Course Content:

Year 1 Foundation:

Financial Accounting 1
Management Accounting
Taxation 1
Business Management in the Digital Age

Year 2 Admission:

Financial Accounting 2
Law and Ethics
Knowledge and Skills Assessment
Taxation 2

Duration: 2 years Oct 3rd 2011 – 15th May 2012 year 1

Sessions: Monday and Wednesday evenings 6:30pm – 9:30pm

Cost: Candidates must also register online with Accounting Ireland and pay their fee.

Progression: Successful Accounting Technician graduates may transfer to the second year of a Certified Public Accounting course and can eventually become fully qualified accountants. Accounting technicians may also join other professional institutes and seek exemptions on their results, e.g: Certified Public Accountants, Institute of Chartered Accountants, Institute of Taxation, C.I.M.A./A.C.C.A, Institute of Bankers

Places on this course will be awarded on the basis of informal interview in September 2011.

Payroll Manual and Computerized

Course Description

This module is designed to enable the learner to understand the principles and practice of maintaining financial records manually and using integrated accounting software.

Certification: FETAC Level 5 Record of Achievement (B20138)

Preferred entry level:

National Vocational Certificate level 1, Leaving Certificate or equivalent qualifications and/or relevant life and work experiences.

Course Content:

Manual Payroll
Computer Principles
Computer Payroll

Duration: 60 hours Oct 3rd 2011 – 21st Dec 2011

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

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Cost: €300

Subject to demand a further 10-week course will run in January 2012

Start Your Own Business (B20153)

Course Description

This module is designed to provide the skills required to start a business and the knowledge to understand the issues involved in doing so. It will provide the learner with the real life experience of investigating and evaluating a business idea. Suitable for those who wish to acquire the skill to set up their own business, those wishing to move on to something new and those who through unemployment wish to investigate other business opportunities.

Certification: FETAC Level 5 Certificate of Achievement.

Course Content:

- The Business Environment
- Planning and Decision Making
- The Business Plan
- Implementation
- Evaluation and Review

The course teaches the student to differentiate between different business structures, to describe political, economic, social and technical factors that affect entrepreneurial activity. It enables the student to identify the internal and external factors that affect business while identifying the legal factors that affect the setting up of a business in the current market.

Duration: 60 hours. Oct 3rd 2011 – 21st Dec 2011

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Cost: €300

Subject to demand a further 10-week course will run in January 2012

Beauty Therapy and Hairdressing

ITEC Certificate in Make-Up

This course is suitable for students wishing to learn how to apply day and a night make-up correctly, brow shaping, and the application of false eyelashes.

Students will also be taught the correct procedure for cleansing the skin, analyzing the skin, recognizing skin disorders and product knowledge. The course will also involve theory and students must complete an assignment.

Certification:

ITEC Certificate. ITEC is an internationally recognized qualification.

Course Content:

- Structure of the Skin
- Recognize Skin Types
- Skin Diseases and Disorders
- Cosmetic Chemistry
- Product Knowledge

Students may also have the opportunity to attend a day workshop on Make-up with our day beauty therapy students. This course will cost extra, the student will receive a certificate at the end of this day course.

Duration: 5th Oct 2011 – 16th May 2012

Sessions: Wednesday Evenings 6.30pm – 9.30 pm.

Cost: €800 (this includes exams, kits, uniform, towels, make-up kits and brushes).

Introduction to Hairdressing

This course is suitable for individuals who want to learn the basics of hairdressing. Completion of this course would form an excellent foundation for the 2-year Hairdressing course at the Waterford College of Further Education.

Course Content:

- Introduction
- Shampooing
- Hair-Care
- Face shapes and Styles to suit.
- Blow-Drying Techniques.
- Knowledge of Hairdressing Tools.
- Setting.
- Special Occasions
- Interviews.

Duration: 10 weeks (20 hours) 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday evenings 7.30 pm – 9.30 pm

Cost: €185 (includes materials fee of €65)

Subject to demand a further 10-week course will run in January 2012

Intensive Barbering Tuition

This course is suitable for those who wish to acquire the skills of barbering, to become competent in the use of cut-throat razor. This course is suitable for those with at least 5 years experience in hairdressing.

Course Content:

- Hot towel shaving skills
- Blending in techniques
- Tapering techniques
- Cut throat razoring techniques

Duration: 10 weeks (30 hours) 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 6.30 pm – 9.30 pm

Cost: €350

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 Hairdressing

This course is suitable for beginners or for those who have completed a basic hairdressing course.

Certification:

FETAC Level 5 Record of Achievement (D20030)

Course Content:

- Shampooing
- Scalp Massage Techniques
- Client Consultation
- Blowdrying
- Setting
- Perming
- Pin Curls
- Fingerwaving
- Colour Application

Duration: 20 Weeks (70 Hours) 5th Oct 2011 – 22nd March 2012

Sessions: Wednesday evenings 6pm – 9.30pm.

Cost: Two installments of €410 (fee includes book, hairdressing kit, uniform and exam fee)

Introduction to Massage Complementary Therapy

This course is suitable for someone who has a keen interest in Complimentary/Holistic Therapies.

Course Content:

- Basic introduction to Anatomy and Physiology which outlines the workings of the body and how massage treatments benefit them.
- Introduction to Indian Head Massage includes basic practical Indian Head Massage including an introduction to the history and benefits and the use of oils.
- Introduction to Swedish massage covering massage movements, benefits and contraindications.
- Introduction to Hopi Candles and Thermal Auricular Therapy covering basic theory and history of Hopi Candles and practical applications.
- Introduction to Hot Stone Massage, basic theory and practical demonstration.

Duration: 30 Hours, 10 weeks 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday evenings 6:30pm – 9:30pm

Cost: €200

Subject to demand a further 10-week course will run in January 2012

ITEC Certificate in Manicure/Pedicure

ITEC is an internationally recognised qualification

This course is aimed at students wishing to learn how to care for their hands/feet and nails and how to give a manicure and pedicure. The course entails both theory and practical training which will include basic nail paint and French polish

Certification: ITEC Diploma in Manicure/Pedicure.

Course Content:

- Structure of the Nail
- Anatomy and Physiology of the hands and feet
- Conditions of the hands and feet
- Nail diseases and disorders
- Cosmetic chemistry
- Health and Hygiene

Students will also have the opportunity to attend day workshops on Nail Art. This will be an option for the students and will cost extra. Each student will receive a certificate from the company.

Duration: 1 year 5th Oct 2011 – 16th May 2012

Sessions: Wednesday evenings 7pm – 9pm

Cost: €650 (includes kit).

Introduction to Aromatherapy

This course is suitable for individuals with a keen interest in alternative methods of improving their general health and well being. Completion of this course would form an excellent foundation for the one year complimentary course at the Waterford College of Further Education

Course Content:

- Introduction
- Safety of the use of essential oils
- Various methods of using essential oils
- Incorporating essential oils with massage
- Care of essential oils
- History of Aromatherapy
- Consultation Techniques
- Interview Skills

Duration: 10 weeks (20 Hours)

Sessions: Tuesday 4th October 2011 – 13th December 2011

Cost: €170 (includes products and resources)

Subject to demand a further 10-week course will run in January 2012

Introduction to Reflexology

This course is suitable for individuals who are interested in learning the basics of reflexology. On completion of this course, the student may be interested in applying for our full time day course in Complimentary Therapy where will gain international qualifications in Massage, Aromatherapy and Indian Head Massage. The student may then progress onto Post Graduate Complimentary Therapy where they will qualify with reflexology, sports massage and spa therapy

Course Content:

- Introduction
- History of Reflexology
- Reading of the Feet
- Massage
- Foot Care
- Treatment Techniques
- Consultation Techniques

Duration: 10 weeks (20 Hours)

Sessions: Monday 3rd October 2011 – 13th December 2011

Cost: €170 (includes products and resources)

Subject to demand a further 10-week course will run in January 2012

Introduction to Reiki

This course is suitable for individuals with a keen interest in healing through channelling energy to accelerate the healing process. Reiki is helpful for physical problems and is also beneficial for the mind and spirit. Completion of this course would form an excellent foundation for the one year Complimentary Therapy course at the Waterford College of Further Education.

Course Content:

- Introduction
- Meditation
- Aura Cleansing
- Chakra Balancing
- Attunement
- Self Healing
- Interviews.

Duration: 10 weeks (20 Hours)

Sessions: Monday 3rd October 2011 – 12th December 2011

Cost: €170

Subject to demand a further 10-week course will run in January 2012

Introduction to Beauty Therapy

Introduction to Beauty Therapy

This course is suitable for individuals with a keen interest in learning the basics of many aspects of beauty therapy and personal grooming. Completion of this course would form an excellent foundation for the beauty therapy full time course at the Waterford College of Further Education.

Course Content

- Skin Care
- Exfoliation (Face and Body)
- Eyebrow Shapes and Eyebrow Trimming
- Face Masks (Natural and Commercial)
- Make Up (Day and Evening)
- False Lash Application
- False Tanning
- Manicure and Pedicure
- French Polish & Nail Paint Techniques
- Comedone Extraction & Facial Steaming

Duration: 10 weeks 5th October 2010 – 14th December 2011

Sessions: Wednesday 7pm – 9pm

Cost: €230 (includes kit)

Subject to demand a further 10-week course will run in January 2012

Introduction to Manicure/Pedicure

This course is suitable for individuals with a keen interest in learning full manicure and pedicure procedures.

Course Content:

- Anatomy of the Hand and Foot
- The structure of the nail
- Nail disease and disorders
- Nail Types and Characteristics
- Manicure and Pedicure Techniques
 - Correct Filing and nail Shapes
 - Cuticle work
 - Hand and Foot Exfoliation
 - Hand and Foot Massage
- French Polish and Coloured Enamel Application
- Nail Art
- “Weekend” Nail Application
- Paraffin Wax – Hand and Foot Treatments

Duration: 10 weeks 4th October 2011 – 14th December 2011

Sessions: Tuesday Evenings 7pm – 9pm

Cost: €230 (includes kit)

Subject to demand a further 10-week course will run in January 2012

ITEC International Diploma in Holistic Massage

This is an excellent foundation course for anyone wishing to pursue a very enjoyable and rewarding career in complementary therapies or further study. Upon completion of the course successful graduates will be qualified to carry out a full body holistic massage as a Holistic Therapist working in many areas including Leisure and Health, Salon's and Spa's , Sporting Clubs, Cruise Ships or work from your own home. Your qualification will be recognised globally.

Participants will gain a thorough understanding of the anatomy and physiology of the body so that they have a complete knowledge of the structure and functions of each area on which they are working. The course included holistic massage incorporating the classical movements treating the whole body.

Certification:

ITEC – Diploma in Holistic Massage Theoretical & Practical

Links: This course offers a gateway into Complimentary and/or Sports Therapy.

Course Content:

- Anatomy and Physiology
- Massage and practical theory
- Professional conduct and business awareness

Duration: 3rd October 2011 – 16th May 2012

Sessions: Mon, Tues, Wed evenings, 6pm – 9.30pm

Cost: €1520 (this includes kit, uniform and examination fee).
Students will also be required to purchase books, approx cost €100.

Infant Massage

This 10 week course is designed to educate parents and other caregivers in infant massage. It is important that parents/carers – not instructors – massage their own infants, so that they can share in the benefits. Massage will not be carried out by the instructor on the infant. You are therefore encouraged to bring your infant to class. This class is aimed at infants aged 2 months to 1 year.

Certification: College Certification

Duration: 4th October 2011 – 13th Dec 2011

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Computing

IT for Beginners

Course Description

This course is aimed at those who want to gain knowledge of basic IT concepts for everyday use. Students will learn not to fear IT; through practical assignments, classroom discussions, group interaction with an emphasis on learning through enjoyment.

Course Content:

- Introduction to Computers – Hardware, software and terms explained.
- Introduction to Microsoft Windows – Opening applications, files etc.
- File Management – Creating, Saving, Editing files.
- Word Processing.

- Spreadsheets.
- Presentation Software.
- The Internet – Browsing, Search Engines, eBay, Banking Online etc.
- Email.
- Gadgets – iPod's, MP3 players, Digital Cameras.

Duration: 30 Hours – 10 nights 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday 6.30pm – 9.30pm

Cost: €180

Subject to demand a further 10-week course will run in January 2012

ECDL

This course is designed for adults with little or no experience of computers who want to use a computer competently. The course is certified by ECDL (European Computer Driving License) and covers 7 modules.

Certification:

European Computer Driving Licence

Duration: 60 Hours, 20 weeks 3rd Oct 2011 – 12th March 2012

Sessions: Monday evenings 6:30pm – 9:30pm

Cost: €450

Introduction to Web Design

Course Description

This course is suitable for those wishing to learn the basics of web design using the latest software. If you work within the area or are a hobbyist, this course is for you

Course Content:

- Design, construct and maintain Web pages and site.
- Acquire the necessary skills and knowledge of design principles for supporting and building, testing and refining of web pages and sites.
- Test, revise, maintain and upgrade the site.

Duration: 30 Hours 10 weeks 5th Oct 2011 – 14th Dec 2011

Sessions: Wednesday evenings 6.30pm – 9.30pm

Cost: €130

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 Web Authoring (Advanced Web Design)

This course is suitable for those who have a basic understanding of web design using HTML and CSS. This course will advance the candidate to the use of design software and design concepts for the development of professional websites

Certification: FETAC Level 5 Record of Achievement

Course Content:

Understand Design Principles – Past, Present and Future

Gain a proficiency in HTML and CSS code.

Understand how to use design software such as Dreamweaver.

Understand the idea of domain names/web hosting and how to upload a website to the web using FTP.

Design, maintain and construct a professional website.

Duration: 60 hours (20 weeks) 4th Oct 2011 – 14th March 2012

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €300

Introduction to Computer Aided Draughting (CAD)

Course Description

An introduction to CAD software as a design tool for Construction, Engineering and Interior Design.

Course Content:

Learners will;

- Learn how to use Pulldown Menus
- Open a Template Drawing
- Operate Drawing Settings
- Operate Drawing Commands, Line, Rectangle, Circle, Arc
- Operate Edit Commands
- Operate Edit Commands – Move, Copy, Mirror, Trim, Explode, Erase, Fillet, Chamfer, Extend etc.
- Change Properties of Drawings – Linetypes, Colour etc.
- Save to File
- Print Hard Copies of Designs

Duration: 10 weeks, 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Introduction to Virtual Reality

Course description:

This course is ideal for those who hold an interest in the acquisition of a concise introduction to the vast and ever-expanding world of Virtual Reality, as well as its limitless number of both existing and potential applications in the "real" world. Exploration of this field and subsequent completion of the course would prove an ideal precursor to further study in any number of IT-related areas comprising E-Learning, Human-Computer Interaction, Multimedia and Games Design & Development via Certificates and/or Degrees (with optional gravitation to Masters level) at Waterford Institute of Technology.

Course Content

- Avatars
- Animation
- Scenes
- Textures
- Worlds (e.g. Virtual Museum, Virtual Solar System)
- Visualisation
- VRML (Virtual Reality Markup Language) Programming Introduction
- 3D Objects (Spheres, Cubes, Pyramids and etc.)

Duration: 10 Weeks 4th October 2011 – 12th December 2011

Sessions: Tuesday Evening 7pm -9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Introduction to Software Development (Java)

This course has been designed to introduce students to the concepts of programming and the techniques involved in constructing small programs.

The course would be suited to people interested in learning the fundamentals of Java programming or for people considering returning to third level education in the area of Information Technology and /or computer Science. This course may also be of interest to people in the workplace who support software development projects.

Entry requirements:

- An understanding of the windows based operating systems such as XP, Vista and Windows 7
- An interest in learning a programming language
- **Content:**

Weeks 1-10

- understand the concepts involved in programming such as Inputs, Outputs, Conditional Statements, Looping, Arrays and Strings
- be familiar with industry standard programming practices
- learn the principles of software design
- acquire skills to construct reliable software
- test programs effectively and write supporting documentation for program code
- solve problems which require a loop construct as a solution
- explain the technique: top-down development
- use the top-down strategy to devise a program to solve a simple problem

Duration: 10 weeks, 3rd October 2011 – 12th December 2011

Sessions: Monday 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Introduction to e-Business

The aim of this course is to introduce student to the fundamentals of e-business. The course would be suited for people interested in learning the principles of e-business or for people considering returning to third level education in the area of Information Technology and /or Computer Science. This course may also be of interest to people who maybe considering setting up an e-business website.

Entry requirements:

- An interest in learning fundamentals of e-business
- An understanding of computer systems

Course Content

After this course the student will have acquired the following skills:

- Development of e-business for
- Network Security for e-business
- E-Business Application
- Planning for e-business
- Impact of e-business

Duration: 10 weeks 4th October 2011 – 13th December 2011

Sessions: Tuesday 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Introduction to PC Maintenance

The aim of this course is to introduce students to the fundamentals of PC maintenance. The course would be suited for people interested in learning how repair and maintain PC

Entry requirements:

- An interest in learning fundamentals of PC Maintenance

Course Content

After this course the student will have acquired the following skills:

- Hardware Devices
- Mainboard Components
- Storage Devices
- PC Assembly
- Peripheral Devices
- Preventative Maintenance

Duration: 10 weeks, 5th October 2011 – 14th December 2011

Sessions: Wednesday 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Photography

Basic Digital Photo Imaging

Course description

This course provides a practical introduction to the skills and knowledge of basic digital photography. Exploring the techniques and creative potential of the medium it is designed for the amateur/hobbyist photographer. The course aims to enable candidates to gain an overall awareness of camera handling techniques such as composition and viewpoint in order to control and make purposeful creative photographic images. There will be an introduction to Adobe Photoshop and Studio Lighting Techniques.

Requirements: Digital Camera

Duration 10 Weeks, 30 hours 5th Oct 2011 – 14th Dec 2011

Sessions: Wednesday Evenings 6.30 pm – 9.30 pm

Cost: €180

Subject to demand a further 10-week course will run in January 2012

Creative Art Photographic Techniques

This course is designed to enable students to realise the full potential of the photographic medium as a creative art form. Students will explore creative applications of studio photography, outdoor photography and Digital imaging while working within a personalised theme. Students will fully explore and develop their concepts into a portfolio of work that expresses their individual persona as a photographic artist. This course would lead to the development of a portfolio for the student to pursue further studies or employment in fashion photography, editorial photography or creative design photography

Certification: College Certification

Course Content:

Students will learn the creative processes involved in arriving at a concept and the execution of that concept into a visual expression in an artistic arena.

Duration: 10 weeks, 4th October 2011 – 13th December 2011

Sessions: Tuesday evening 6.30pm – 9.30pm

Cost: €150

Introduction to Photoshop Basics

This course is suitable for basic computer users who wish to learn the basics of Photoshop to edit and manipulate digital images using varied Photoshop techniques. In this digital age with easy access to a varied range of technologies, more and more people are turning to the use of digital media. The advantages are many in that ease of use and affordability make digital photography the way forward.

Course Content:

Basic computer skills: File types, storage media, and basic computer operation.

Introduction to Photoshop, layout and tools

Importing and exporting images

Exercises in the manipulation and editing of photographic images

Presentation of digitised images

Preferred access to own digital camera and computer with Photoshop, but not essential

Duration: 30 Hours, 10 weeks 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday Evenings 6:30 pm – 9:30 pm

Cost: €180

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 Portrait Photography

Course Description:

This module is designed to provide an introduction to portrait photography. Learners will acquire the skills and knowledge in film and digital image capture and produce images that demonstrate the full potential of portraiture within a studio environment or on location.

Certification: FETAC Level 5 Record of Achievement. (N22811)

Course Content:

- Interpretation through location and lighting.
- Camera and Accessories
- Manipulation and Presentation Skills

The course will teach the learner to identify traditions and stylistic approaches to portrait photography, create images that emphasise differing moods and atmosphere through the use of lighting effects, plan portrait sessions, select locations suitable for portrait sessions, explain how props and background are important elements to be considered when engaged in portrait photography, and many other skills.

Resources required: Candidates must have access to both a digital camera and a 35 mm SLR film camera.

Duration: 60 hours (20 weeks) 3rd Oct 2011 – 13th March 2012

Sessions: Monday evenings 6.30pm – 9.30pm

Cost: €300

FETAC Level 5 Digital Photography

Course Description

This module offers a broad and comprehensive introduction to the theory and practice of digital photographic production. It will develop practical, critical and academic skills of value to the learner pursuing further education or seeking employment in any area in which a basic knowledge of digital photography would be an advantage.

Certification: FETAC Level 5 Certificate of Achievement (L22565)

Course Content:

The Camera:

- Demonstrate the functions of the principal components of a digital camera and/or digital SLR camera.
- Take a series of photographic images demonstrating composition, perspective, tone, shape, form and space.
- Define concepts such as lens aperture, shutter speed, focus, depth of field and ISO sensitivity.

Post Capture Production:

Plan software manipulation techniques, use digital editing tools, resize, sharpen, colour change, image reconstruction.

Digital Photographic Storage, Printing and Presentation.

Duration: 60 hours (20 weeks) 3rd Oct 2011 – 12th March 2012

Sessions: Monday evenings 6.30pm – 9.30pm

Cost: €300

FETAC Level 6 Advanced Certificate in Photography

This course is designed for applicants who wish to develop their skills and knowledge in the field of Photography. It is suitable for students who have successfully completed The Level 5 Photographic Studies course or equivalent and provides them with the qualifications to pursue photography on a more advanced level. On completion of the course applicants can apply to third level photographic courses or seek employment with professional photographers.

Certification: FETAC Level 6 Advanced Certificate in Photography

Course Content Year 1

- Portrait Photography
- Photo Imaging
- Creative Darkroom Techniques
- Documentary Practice

Year 2

- Fashion Photography
- History of Photography
- Fine Art Photography
- Arts Events Management

Duration: 4th Oct 2011 – 2nd May 2012 year 1

Sessions: Tuesday & Wednesday evenings 6.30pm – 9.30pm

Cost: €350 per module

FETAC Level 5 Photographic Studies

In an increasingly visual society, photography no longer means simply capturing an image. A photograph can be scanned, digitised, manipulated and retouched. Combining traditional silver based photographic practices with digital technologies, this two year course aims to emphasise both the artistry and technical requirements of this highly creative field, while offering students a comprehensive training in photographic practice.

Certification: FETAC Level 5 Photography (EPXXX)

Course Content:

- Photography Techniques
- Portrait Photography
- Digital Photography
- Image Processing
- Photography (Dark Room Skills)
- History of photography and visual culture
- Communications
- Work Experience

Duration: 3rd October 2011 – 12th May 2012 year 1

Sessions: Monday & Wednesday evenings 6.30pm – 9.30pm

Cost: €300 per module to a total of €2400 for 8 modules

Personal Development

Psychology and Psychotherapy

Introduction to Psychotherapy with counselling skills

Course description

This very popular course is suitable for those who have an interest in the area of Psychology, specifically Psychotherapy and counselling skills. The course is a non-certified course and does not offer a qualification in the area. Rather it is designed to offer the participant an insight into the area of counselling looking at some of the approaches and techniques used by psychotherapists today.

Course Content

- Carl Rogers and the Humanistic approach.
- Aaron Beck and the cognitive approach.
- Reflection and mirroring
- Becoming aware of what we say and how we say it.
- Expression and acceptance of own feelings
- Gain a better understanding of emotions and feelings.
- Understand how present difficulties are rooted in the past.
- Strategies and solutions that are right for the client.
- Understand how trust and confidence aid the therapeutic process.

Duration: 4th October 2011 – 13th December 2011

Sessions: 10 weeks (20 hours) Tuesday Evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Psychotherapy with Counseling Skills Continued

This popular continuation course is suitable for those who have completed the Introductory course and would like to progress within the area.

Course Content:

- Loss and bereavement
- Attachment Theory
- Freud and Jungian Theory
- Experiential and Practical counseling skills
- Personal Development

Duration: 4th October 2011 – 13th December 2011

Sessions: 10 weeks (20 hours) Tuesday Evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Healing Through Play – A Psychotherapeutic Approach

Play therapy is a mode of therapy that helps children understand painful experiences and upsetting feelings. As play is a child's natural form of expression, it can allow them communicate at their own level without having to put it into words. Play allows the child to meet needs and wishes while releasing fears. It also helps them to address emotional and Behavioural difficulties. Play therapy can help children to develop confidence and positive self esteem. It can help them find healthier ways of communicating and can promote resilience and coping strategies. As the child in play therapy is helped to gain control over difficult feelings, memories and reactions and learns to deal with them more effectively within the playroom, he/she generally transfers these newly developed skills to his everyday life.

The main tools are:

Creative visualization, Dance and Movement, Art, Drama therapy, Storytelling, Puppets, Sand tray, Masks, Music, Clay.

Content:

- Piaget's framework of adaptation and mental schemas.
- Attachment theory and internal working models.
- Erikson's emotional developmental perspective.

Certification:	College Certification
Duration:	10 weeks 4 th October 2011 – 13 th Dec 2011
Sessions:	Tuesday 7pm – 9pm
Cost:	€120

Introduction to Psychology

This 10-week course in Psychology will focus on some of the perspectives and theories in modern psychological thought.

Certification:

College Certification

Course Content:**• Philosophical Thinking and the birth of psychology**

William Wundt

• Psychodynamic Perspective

Ivan Pavlov, Frederick Skinner, John Whatson, Albert Bandura

• The Behaviourist Perspective

Gestalt, Kurt Koffka, Wolfgang Kohler, Max Wertheimer

• The Humanistic Perspective

Abraham Maslow, Karl Rogers

• Developmental Psychology

Jean Piaget, Shema Theory, Play Theory, John Bowlby

• Social Psychology

Interpersonal Relationships, Personality, Group Behaviour

• Abnormal Psychology

What abnormality is, Mental Disorder, Abnormality in Development

Duration: 10 Weeks, 20 hours 4th Oct 2011 – 12th Dec 2011

Sessions: Tuesday Evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Art Therapy

This course is suitable for those who have an interest in art therapy and is designed to offer participants an introduction into the area. It will look at various approaches and models of working with children and adults, either individually or within a group. Art therapy is used in many settings and provides an alternative means of expression for individuals who have difficulty finding words to express themselves, i.e. children, adolescents, elderly, people with mental health issues and learning difficulties.

Certification: College Certification

Course Content:

- History of Art Therapy
- Art Therapy Theory
- Groups
- Open groups
- Closed groups

- Open studio groups
- Individual art therapy
- Art Therapy with children and adolescents
- Group experiential learning

Duration: 4th October 2011 – 13th December 2011

Sessions: Tuesday evenings 7pm – 9pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Introduction to Hypnotherapy

This course is suitable for those wishing to access greater self empowerment and the ability to tap into our own amazing abilities which lie deep within each and every one of us. You will learn how to enhance your state of relaxation, improve your well being and experience a greater awareness of self.

Course content:

- General introduction to hypnosis
- Rules of the mind
- Suggestibility testing – fun group exercises to test levels of hypnotic response.
- Dynamic hypnotherapy
- Fight or flight reactions
- Self hypnosis
- Progressive relaxation techniques
- Guided visualisations

Duration: 10 weeks (20 hours) 4th October 2011 – 13th Dec 2011

Sessions: Tuesday evenings 7pm -9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Languages

Conversational Spanish/French/German/Italian/Chinese/Russian

This 10-week beginner's course will enable the students to develop the ability to use the language in a range of social and personal situations. They will acquire some basic language skills necessary for progression to further study while gaining an awareness of the culture of countries or regions where the language is spoken.

Duration: 10 weeks (20 hours) 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evening 7pm – 9pm

Cost: €120

Subject to demand a further ten week course will run in Jan 2012.

Sign Language

Course Description

This introductory course is suitable for those wishing to consider a future career in sign language interpretation and also for those who have a personal interest in the area. The objective of the course is to bring deaf awareness to the candidates, and also to facilitate those who may have a deaf family member whom they may wish to communicate with on a deeper level. This course is suitable for both deaf and hearing individuals and it is important to inform the learner that this course is purely introductory and does not qualify the learner to be an interpreter.

Course Content:

- Introduction
- The Manual Alphabet
- Basic Conversation
- Days of the week

- Family Business
- The Weather,
- Useful Signs
- Group Work
- Team Work

The teacher will demonstrate the use of an alarm clock for the deaf, baby monitor, the use of a pager and doorbells for the deaf.

Resources: Pen and paper for note taking.

Duration: 10 weeks 4th Oct 2011. – 13th Dec 2011

Sessions: Tuesday evening 7pm – 9pm

Cost:.....€120

Subject to demand a further ten week course will run in Jan 2012.

Conversational Irish

An Irish Language course covering basic conversational topics. Topics covered will include oneself, others, house and home, pastimes, work, life, daily topics and many more. At the end of the course participants will have the ability to converse naturally through Irish. Irish will be learned in a relaxed environment, starting with the basics.

Course Content:

Meeting people, your family, where your from, house and residence, pastimes, daily routine, skills and abilities, work, food and drink, illness, clothes and shopping, holidays and travel, orders, making arrangements.

Duration: 10 weeks, 20 hours 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Conversational Irish Continued

This course is aimed at students who have completed the Conversational Irish Course. The course aims to improve fluency by studying key aspects of grammar, broadening vocabulary and advancing aural skills. Students will enhance their ability to use the language in a range of social and personal situations.

Duration: 10 weeks 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday Evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 English as a Foreign Language

This module is designed to give learners of English as a Foreign Language an opportunity to develop their skills in a vocationally orientated context. This module may be included in Level 5 programmes for European Union Nationals whose first language is one other than English. It is designed to enable students to develop a level of English which will help them to gain employment anywhere in the European Union in positions which require exclusive or partial use of English as a means of communication.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Reading Comprehension
- Writing Skills
- Speaking

- Listening
- Use of English Language

Duration: 20 Weeks (60 Hours) 4th October 2011 – 14th March 2012

Sessions: Tuesday Evening 6.30pm – 9.30pm

Cost: €300

Social Studies

FETAC Level 5 Social Studies

Course Description

This eight module two year course introduces the student to the broad area of social care. It is a foundation/springboard into social care work and social care progression courses or can lead directly into the workplace.

Certification: FETAC Level 5 Certificate in Community and Health Services (DCHSX)

Course Content

- Human Growth and Development
- Political Studies
- Social Studies
- Care Provision and Practice
- Work Experience
- Communications
- Legal Studies
- Care Support

Duration: Oct 3rd 2011 – 15th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Cost: €300 per module to a total of €2400 for course.

Sound Engineering

FETAC level 5 Sound Engineering Production

Course Description:

This module is designed to offer a practical introduction to sound engineering and production, meeting the needs of a range of learners following media and performing arts courses. The module provides practical training and experience with theoretical appreciation. It meets a wide range of vocational needs through emphasis on responsibility, good work practices, creativity, effective communication and co-operation.

Certification: FETAC Level 5 (E20136)

Course Content:

- Sound Engineering Principles
- Microphones and Recording Procedures
- Mixing, Editing and Signal Processing
- Monitoring and Live sound

Duration: 60 Hours, (20 weeks) 5th Oct 2011 – 15th March 2012

Sessions: Wednesday evening 6.30pm – 9.30pm

Cost: €300

Print Journalism

FETAC 5 Print Journalism

Course Description

This course is suitable for those who wish to study for a career in Journalism. It offers a theoretical framework that underpins media analysis work providing the learner with an understanding of successful practice. The learners will be introduced to the techniques of research and the differing writing skills required of journalists in today's changing environments.

Certification: Certificate in Print Journalism EPJXX

Course Content:

Media Analysis

Research Skills for Journalism

Technical Skills for Journalism

Writing Skills for Journalism

Photography

Health and Safety at Work

Duration: Oct 3rd 2011 – 15th May 2012 year 1

Sessions: Monday and Wednesday evenings 6.30pm – 9.30 pm

Costs: €300 per module to a total of €2400

Print Journalism Module E20013

Course Description

This one module course has been developed to prepare the learner for a possible career in a number of media production fields. The units within the module cover writing skills, journalism technology, research skills, politics and social affairs.

Course Content:

Certification: FETAC Level 5 Record of Achievement (E20013)

Writing Skills: Write hard news stories, Production of feature articles, offer critical assessment of book, play, film, exhibition, music or concert.

Editing and Sub-editing: Synthesise material from different sources into a coherent whole, rewrite articles to give a different emphasis to the original, understand the need for simplicity and accuracy in copy, draw up a sketch outline of a newspaper page, design a newspaper page to an agreed house style.

Journalism (Technology): Access a word-processing package, set up page sizes, text transfer, move, copy and delete blocks of text,

Research Skills: Locate information in response to a given brief, draft a preliminary outline in response to a given brief, document and acknowledge all sources consulted, provide evidence of research undertaken by way of note taking, interview, tapes.

Politics and Current Affairs: Knowledge of and interest in key political, social and current affairs, describe the principles of industrial relations procedures, the role of trade unions and employer organisations in Ireland.

Duration: 60 Hours (20 weeks) 4th Oct 2011 – 21st March 2012

Sessions: Tuesday Evenings 6.30pm – 9.30pm.

Cost: €300

Leaving Certificate Supervised Study

Are you preparing for leaving Certificate this year? If so ,we can provide you with a study facility at the Waterford College of Further Education. Supervised study sessions will run for a 3 hour period, 3 evenings per week. Classroom environment conducive to productive, uninterrupted study. Canteen available for two 10 minute break sessions within the three hour period.

Duration: Starting 3rd September 2011 – 14th December 2011

Sessions: Mon, Tues, Wed, Thurs 6.30 pm – 9.30 pm
Saturday Morning 10am – 1pm.

Cost: €300

Individual nights also available.

Subject to demand a further study will take place in January 2012

Fitness and Health

Strength and Fitness for Sport and Physical Activity

This course is designed to enable participants to design their own fitness regime. It equips the participants with the core concepts of programme design, exercise selection, nutritional requirements to maximise outcomes in any fitness orientated setting. This course aims to correct misinterpretations regarding exercise and fitness and to instil confidence regarding course design. This course is suitable for all interested in fitness and body sculpting, amateur volunteer coaches, parents of active children, amateur fitness enthusiasts, and general athletes.

Course Content:

- Introduction to course
- Six basic movements of success
- Exercise technique and selection
- Choosing the right programme for you
- Beginner/Introductory programmes
- Fat loss programmes
- Hypertrophy (muscle building)
- Strength programmes
- Sports specific training concepts
- Back Health
- Super stretches
- Nutrient timing for sports and physical activity

Duration: 30 Hours 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €180

Student requirements: Training apparel, A4 notepad, and pen.
Subject to demand a further 10-week course will run in January 2011

Step and Body Conditioning Class

This 10-week course will introduce the participant to a step and body conditioning programme utilising step aerobics to improve overall fitness and body conditioning. The learners will use any existing knowledge and will learn how to put together an exercise plan for ease of movement between one exercise and the next.

Participants must:

- Be physically able to partake in a movement based exercise class
- Be cleared by a doctor if a medical condition exists
- Wear appropriate clothing and footwear for an exercise class
- Purchase exercise mat.

Duration: 10 weeks 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday 7pm – 8.30pm

Cost: €100

Subject to demand a further 10-week course will run in January 2012

Circuit training and body conditioning

There are literally thousands of potential circuit training exercises that can be used to develop a suitable routine. Additionally, many exercises require little or no expensive equipment. With nothing more than a mat and a set of dumbbells, there is scope to develop dozens of routines, even one that is sport-specific.

This 10-week course will introduce the participants to a circuit and body conditioning programme identifying more about partaking in an exercise class and at a later stage learn more through discussion and feedback.

Participants must:

- Be physically able to partake in a movement based exercise class
- Be cleared by a doctor if a medical condition exists
- Wear appropriate clothing and footwear for an exercise class
- Purchase exercise mat.

Duration: 10 weeks 5th Oct 2011 – 14th Dec 2011

Sessions: Wednesday 7pm – 8.30pm

Cost: €100

Subject to demand a further 10-week course will run in January 2012

Pilates

Much of this country, parts of Canada, Europe, and Pan-Asia are experiencing the explosion in demand for Pilates, a method of exercise and physical movement designed to stretch, strengthen, and balance the body. With systematic practice of specific exercises coupled with focused breathing patterns, Pilates has proven itself invaluable not only as a fitness endeavour itself, but also as an important adjunct to professional sports training and physical rehabilitation of all kinds.

Sessions .Monday Evenings 7pm – 9pm

Cost: €120

Duration: 10 weeks, 20 hours 3rd Oct 2011 – 12th Dec 2011

Subject to demand a further 10-week course will run in January 2012

Introduction to Sports Massage

This course offers an introduction to Sports Massage techniques and is a great skill to have to assist athletes in preparation for and recovery from competition and for general sporting activities. You will learn how to recognise and treat

specific sports related injuries through manual techniques, use of heat (thermotherapy) and ice (cryotherapy).

Course Content:

- Theory of Sports Massage
- Injuries – Overview of common injuries to muscles, tendons, ligaments, bursa and bone and how to treat or refer each one.
- Treatment - practicing massage, manual techniques, use of heat (thermotherapy) and ice (cryotherapy)
- Pre, post and maintenance sports massage routines

Duration: 10 weeks 4th October 2011 – 13th December 2011

Sessions: Tuesday evening 6.30pm – 9.30pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Interior Design

This course is suitable for those who have an interest in the area of Interior Design. The course is also suitable for those who wish to acquire a qualification in the area or those who wish to pursue this course as a hobby. The modules will enable the learner to explore a wide range of media and materials through different processes. It is designed to enhance skills and foster creative expression. It will enable the learner to understand the language of colour and its use in the built environment. It will enhance the importance of both natural and artificial light when applied in specific environments.

Certification:

FETAC Level 5 Records of achievements.

Course Content:

Colour and light:

- Principles of colour theory
- Understand and apply the principles of natural and artificial light
- Combine colour and light in a creative way
- Explore various methods of colour and light applications
- Research colour and light products readily available

Combined materials:

- Collect and record visual information as source material
- Explore and manipulate a wide range of materials
- Translate design concepts into relevant areas of work
- Feel confident combining differing materials as a means of communicating ideas
- Acquire safe practices
- Develop critical awareness
- Appreciate historical and contemporary developments in relevant areas.

Duration: 120 Hours 3rd Oct 2011 – 12th April 2012

Sessions: Monday and Wednesday evenings 6.30pm – 9.30pm

Cost: €600 (2 instalments of €300)

Electrical Technology

Introduction to Electrical Science

Course Description:

A fun, yet practical introduction to the basics of electrical science and technology. This course is suitable for electricians, apprentices, electronic trainees or those who just wish to know more about electricity. Covers everything from Power generation and transmission to motors and lighting.

Course Content:

- Ohm's Law
- Kirchhoff's Law

- These will enable candidates to calculate electrical resistance, voltage, current, watts and energy usage etc, for a wide variety of uses.

Duration: 10 weeks 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday Evenings 7pm – 9pm

Cost: €120

Subject to demand a further ten week course will run in Jan 2012

Personal Development

Guitar for Beginners

This very popular course introduces the student to the basics of guitar.

Duration: 10 weeks, 20 hours 3rd Oct 2011– 12th Dec 2011

Sessions: Monday evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Occupational First Aid Certificate Course

Duration: 10 weeks, 20 hours 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €250

Subject to demand a further 10-week course will run in January 2012

Genealogy – tracing the family tree

Course Description

This course is suitable for all family history enthusiasts, both new and seasoned. The student will become equipped to carry out quality research using practical advice and a wide range of solid genealogical sources. They will begin a family archive and create some wonderful family trees! And all in an energized and friendly environment.

Q. “When is the best time to start doin’ my family tree?” A. “NOW!!”

Course content:

- Where to start – how to start
- Collecting and collating information
- Primary sources: church records, civil records etc
- Secondary sources: census returns, gravestone inscriptions etc.
- Genealogy online – an ever-expanding world.
- Creating wonderful family tree charts – photos included!

Duration: 10 weeks 4th October 2011 – 13th December 2011

Sessions: Tuesday evening 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 Acting Skills and Techniques

This module offers a rounded introduction to acting skills and techniques, catering specifically for the enhancement of self-awareness and projection. It places strong emphasis on self development, creativity and the contribution of individuals in a group setting. Learners will be encouraged and offered the opportunity to participate actively in all elements of creative and productive drama.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Rehearsal
- Characterisation
- Voice
- Movement
- Audition

Duration: 20 Weeks (60 Hours) 4th October 2011 – 14th March 2012

Sessions: Tuesday Evening 6.30pm – 9.30pm

Cost: €300

Simple Sewing By Hand

Course description

A creative sewing course suitable for complete beginners and for those who would like to take up the needle and thread again! Reviving the lost craft of hand sewing this course will cover sewing basics including stitching techniques and simple pattern making.

The participants will gain inspiration from a variety of designs and different fabrics. The projects will be fun and easy to make and unique handmade items will be created to take home.

Duration: 5th October 2011 – 14th December 2011

Sessions: Wednesday Evenings 7.00 pm – 9.00 pm

Cost: €140

Subject to demand a further 10-week course will run in January 2012

Dance Classes

This course is suitable for beginners who have never taken dance classes before. Dancing styles include slow waltz, Quick Step, Tango, Latin including Jive, Samba. This class is ideal to learn the basics in many dance styles while keeping fit in a fun way.

Content:

- Slow Waltz, Quick Step and Jive
- Development and Variation, Tango
- Samba, Fox Trot
- Rehearsal

Duration: 10 weeks (20 Hours) 5th October 2011 – 21st Dec 2011

Sessions: Wednesday Evening 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Agility Through Dance

This 10 week course offers the individual an opportunity to enhance their physical knowledge and mental control. Muscle memory is increased through flexibility and strengthening exercises and dynamic choreography. This course is designed to apply correct postural knowledge to all body types, and gender.

This course will implement technique, discipline of body control and enhance the individual's capability of agility through dance. This course is suitable for those under 35 years.

Course Content:

- Jazz Technique
- Hip-Hop
- Acrobatic Technique

- Pilates
- Discipline of Movement through Dance

Certification: College Certification

Duration: 4th October 2011 – 13th December 2011

Sessions: Tuesday evenings 6pm – 7.30pm

Cost: €100

Agility Through Dance 2

This course furthers the enjoyment of dance by improving the student's co-ordination, flexibility and also by dramatically increasing their ability to individualise each muscle with strength and control. The main aim of this course is to use dance technique to improve the physical conditioning of the body to the level required to achieve perfection of the chosen technique. Suitable for those 35 years and over.

Course Content:

Jazz

Jazz-Ballet

Pilates

Street Dance

Core Strengthening Class

Certification: College Certification

Duration: 4th October 2011 – 19th December 2011

Sessions: Tuesday evenings 8pm – 9.30pm

Cost: €100

Subject to demand a further 10-week course will run in January 2012

Ceramics

Whether you are interested in pursuing a career in the craft design area or simply looking for a way to relax and de-stress this could be the course for you. The basic hand building skills are covered starting with pinch pots and moving on to coil and slab building techniques. You will learn to decorate with glazes, under glaze colours and slips and finally loading and firing a kiln. The core of the course is for each individual to develop their own design ideas and creativity in a relaxed and friendly atmosphere. Students can expect to produce at least two finished pieces of unique work by the end of the ten-week course.

Certification: College Certification

Course Content:

- Getting a feel for clay, pinch pots
- Basic coil building methods
- Developing a design idea from start to finish/test glazing
- Making the first coil piece.
- Glazing and firing
- Working with slabs and slips.
- Design ideas for slab building
- Slab building piece.
- Glazing
- Finishing work and evaluation

Materials required: Pencil and Paper

Duration: 10 weeks (30 hours) 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday 6.30pm – 9.30pm

Cost: €180 plus €30 is added for clay. = **€210**

Subject to demand a further 10-week course will run in January 2012

Novel Writing

This much sought after course is designed to cover all the aspects of novel writing for both beginners and more experienced writers in a relaxed, informal and learner-friendly way.

Certification: College Certification

Course Content:

- Aspects of style:

“Show, don’t tell.”

Exploring the two mainstays of prose, i.e. description and dialogue

Exploring different voices and different perceptions – looking at the difference between authorial and narrative first/third person voices.

Duration: 10 weeks, (20 hours) 4th Oct 2011 – 13th Dec 2011

Sessions. Tuesday evenings 7pm – 9pm

Cost: €120

Subject to demand a further ten week course will run in January 2012

ART

Basic Art Course

This is a general art course for people wishing to develop their creative skills. It would be suitable for beginners or for people with an interest in Art and Design who may wish to progress to further study.

Course Content

- An introduction to drawing, painting and mixed media
- How to use a variety of materials and a range of techniques
- Study of line, tone, colour and texture
- Using pencil, charcoal, ink, paint and collage

Duration: 10 weeks 5th Oct 2011 – 14th Dec 2011

Sessions: Wednesday evenings 7pm – 9pm

Cost: €130

Subject to demand a further 10-week course will run in January 2012

Art Continuation

Course Description

This course will be suitable for people with some experience in art. The course will expand and build on existing drawing and painting skills. It will explore the use of a variety of materials, equipment and techniques while enabling the learner to develop their individual creativity. Learners will become familiar with the process of developing a series of work, from visual research, to experimentation through to the finished work.

Course Content

- Painting, exploration of water colours and oil paints.
- Drawing, exploration of other materials, charcoal, pastels and alternative drawing materials.
- Learn to develop a body of work.

This course will attempt to cater for learners interested in moving on with art.

Duration: 10 weeks 3rd Oct 2011 – 12th Dec 2011

Sessions: 7pm – 9pm Monday evenings

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Life Drawing

This course is for those interested in observational drawing from the human form. Students will learn basic drawing skills, traditional drawing methods as well as newer approaches and an understanding of proportion and perspective. Whether you think you can draw or not, life drawing gives you the freedom and the challenge to experiment with different media and materials, drawing techniques and observational methods. Life drawing is an interesting and ultimately rewarding experience and a great opportunity to find, practice and improve your creative abilities in a focused and inspiring environment.

Certification: College Certification

Course Content:

- Proportion and Perspective
- Gestural Drawing
- Form and Tone
- Spatial Perspective
- Various use of different media.

Duration: 10 weeks, 5th October 2011 – 14th December 2011-04-15

Sessions: Wednesday evening 7pm – 9.30pm

Cost: €280

Subject to demand a further 10-week course will run in January 2012

Sculpture and Clay Modelling

This course is designed for students who would like to develop skills in modelling and sculpture. It will cover a wide range of methods and techniques in all materials.

Certification: College Certification

Course Content:

- Understanding Sculpture
- Paper Templates
- Useful materials
- Techniques
- Processes
- Casting
- Exhibitions

Duration: 4th October 2011 – 13th December 2011-04-15

Sessions: Tuesday evening 30pm – 9.20pm

Cost: €150

Subject to demand a further 10-week course will run in January 2012

Introduction to Calligraphy

This course is designed for students who wish to learn the art of penmanship and beautiful hand writing. It is suitable for all age groups who would like to try this new skill.

Certification: College Certificate

Course Content:

- Understanding Calligraphy
- Letter Construction
- Proportions and Spacing
- Layout and Design
- Condensing and Expanding
- Script Alphabets

Duration: 10 weeks 5th October 2011 – 15th December 2011

Sessions Wednesday 7pm – 9pm

Cost: 120

Subject to demand a further 10-week course will run in January 2012

Life Coaching

This course will enable individuals to learn to enrich their lives, improve their performance and reach their personal goals. It will help clarify your vision of where you want to go, give perception and focus in the pursuit of fulfilment.

Duration: 10 weeks 5th Oct 2011 – Dec 14th 2011

Sessions: Wednesday evenings 7pm – 9pm

Total: 20 hours

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Restoring Old Photographs

This course will teach the student how to digitally restore and retouch faded and damaged photographs. Salvage original photographs suffering from mould damage, cracks and torn edges; even replace missing image information. Remove dust and scratches, correct extreme exposure errors and improve colour, contrast and tone

Transform portraits by converting them into flattering black and white or tinted images. Enhance portraits by removing blemishes, reducing wrinkles and enhancing eyes and lips while preserving the subject's character.

Duration: 10 weeks (20 hours) 5th October 2011 – 14th Dec 2011

Sessions: Wednesday 7pm – 9pm

Cost: €130

Subject to demand a further 10-week course will run in January 2012

FETAC Level 5 Criminology

This very popular module is designed to provide the learner with a general understanding of crime, and how crime affects individuals and communities. It provides the learners with a basic understanding of how crime scene investigations proceed. It is also intended to prepare the learners for employment or further study in related areas.

Certification: FETAC Level 5 Record of Achievement

Course Content:

- Introduction to Criminology
- The Irish Justice and Penal System
- Types of Crime
- Crime and Community
- The Drug Problem in Ireland
- Introduction to the Science of Crime Scene Investigation

Duration: 20 Weeks (60 Hours) 4th October 2011 – 14th March 2012

Sessions: Tuesday Evening 6.30pm – 9.30pm

Cost: €300

Introduction to Law

Course Description

Are you confused about legal practices, do you feel daunted by the law? This course is suitable for those who wish to gain a general understanding of legal principles and to enable them to appreciate the role of the law in their personal and vocational lives. It is also intended to encourage learners to further study in the area.

Certification: College Certificate

Course Content:

1. Introduction to the Irish Legal System
2. Introduction to the Law of Tort
3. Introduction to Criminal Law – a summary of road traffic law and a aspects of Irish Criminal Law.
4. Introduction to Irish Contract Law – determining when a valid legal contract exists.
5. The Small Claims Court Procedure – Practice and Procedure.
6. Consumer Protection Legislation – An Analysis of the Sale of Goods Legislation and EU Law Consumer Protections.
7. Landlord and Tenants Rights – a look at the Private Residential Tenancy Board.
8. Employer and Employee's rights – a summary of the Law in Ireland relating to unfair dismissals and redundancy.

Duration: 10 weeks 5th Oct 2011 – 14th Dec 2011

Sessions: Wednesday evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Introduction to Traditional Upholstery

Do you have an old chair at home you would like to restore to its former glory? Then this course is for you. The participants will be introduced to the craft of upholstery and guided through the various techniques to restore their furniture. You will learn how to strip down your furniture to the frame and build it back up again with traditional materials. Each individual will complete their own piece within this 10-week course and will leave with the knowledge to carry on this craft in their own time.

Certification: College Certification

Course Content:

- Introduction to traditional techniques
- Using the tools
- Assessing the furniture
- Getting back to the frame
- Fixing and filling the frame
- Building the seat
- Stitching and stuffing techniques
- Applying the fabric
- Finishing trims.

Duration: 10 weeks 3rd Oct 2011 – 12th Dec 2011

Sessions: Monday evenings 6.30pm – 9.30pm

Cost: €165 (includes cost of materials and use of tools)

Subject to demand a further 10-week course will run in January 2012

Introduction to Modern Upholstered Furniture

Ever thought of creating your own piece of furniture? The introduction to modern upholstered furniture course lets you do just that. In this course you can create your own footstool or ottoman box. Each individual will design and craft their own piece of furniture and upholster it using modern techniques and methods. The course guides you step by step through the process and provides you with the know how to design and create much more. Individuals will complete one piece during this 10 week course.

Certification: College Certification

Course Content:

- Designing the piece
- Basic techniques
- Using the tools
- Applying the padding
- Applying the fabric
- Finishing techniques

Duration: 10 weeks 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 6.30pm – 9.30pm

Cost: €165 (includes the cost of under materials and use of tools, students will supply their own fabric for the piece)

Subject to demand a further 10-week course will run in January 2012

Introduction to Flower Arranging

Course Description

The course is designed for those who are interested in the usual and unusual skill of floral design.

Course Content

- Flower arranging with Fresh Flowers
- Flower arranging with Silk Flowers
- Flower arranging with Dried Flowers
- Basic arrangement, the tricks and techniques of selecting flowers and the life prolonging techniques for cut flowers.
- Colour schemes and types of arrangements; table arrangements and centrepieces.
- Bridal and Church flowers, wreaths and hand ties.
- Pre-arranging techniques and treatments.
- How to hold fresh flowers in place
- Types of containers and conditioning of arrangements.

Duration: 10 weeks 4th Oct 2011 – 13th Dec 2011

Sessions: Tuesday evenings 7pm – 9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Flower Arranging Continuation

This course is designed for those who have already completed the beginner's course. It will focus on specialised designs and themes. It will begin by taking a closer look at the strange and unusual shapes and strong vibrant colours of exotic flowers and how these can be used in modern contemporary arrangements

Course will include:

- Wedding Theme – to include buttonholes, corsage, hat and handbag sprays, headdresses, posies, bouquets, cake and table arrangements

Duration: 3rd October 2011 – 12th December 2011

Sessions: Monday Evenings 7pm -9pm

Cost: €120

Subject to demand a further 10-week course will run in January 2012

Confident Cooking Workshop

This course is developed to cater for a wide range of abilities, from complete beginners to candidates who wish to advance their knowledge and are keen to learn the basics quickly and correctly. The module is designed to stimulate interest and enthusiasm in the now very topical subject of 'FOOD'. It provides a practical context appropriate to the learner's needs and interests.

Course Content:

- Explore a range of healthy, manageable, affordable meals options for themselves and their families.
- Become a familiar with a range of traditional, ethnic and vegetarian cuisines.
- Use kitchen utensils and equipment effectively and safely.
- Understand everyday safety and hygiene practices, including the correct procedures for handling and storing food.
- Develop new skills and tasks associated with the planning, shopping, preparation and cooking of economical and healthy food.
- Acquire knowledge of the main principles of nutrition.

Duration: 10 weeks 3rd & 5th Oct 2011 – 12 & 14th Dec 2011

Sessions: Monday and Wednesday evenings 7pm – 9pm

Cost: €200

Subject to demand 2 further 10-week courses will run in January 2012

Introduction to Cake Craft

A ten week beginner's course in celebration of cake decoration. Topics include Marzipan Modeling, Flower Making, Chocolate work and icing. Each class begins with a demonstration followed by practical.

Content:

Making and layering a two-tone celebration cake (orange and chocolate)

Marzipan and Regal-Ice of cake on cake drum

Marzipan Modeling work for child's Birthday cake

"Seal and Panda"

"Name Plate"

Cut out flower and leaves

Christening Cake Top

"Child with two tone quilt and gown"

Christmas Cake Decoration

"Snowman and wild Roses"

Christmas Cake Marzipan and Regal-Ice

Making and Assembly of Yule Log.

Duration: 4th October 2011 – 13th December 2011

Sessions: Tuesday Evenings 4pm – 9pm

Cost: €175

Subject to demand 2 further 10-week courses will run in January 2012

Adult Education Daytime Classes

Creative Writing

Margaret O'Brien

“Creative Writing”: This course taught by Margaret O'Brien uses the principles and practices of the Amherst Writers & Artists method developed by Pat Schneider, Author of 'Writing Alone and with Others', and is suitable for those beginning, or beginning again to write. Exercises and prompts are used to stimulate your writing and encourage you as a writer.

Duration: 12 weeks, 26th Sept 2011 – 12th December 2011

Sessions: Monday 10.30am – 12.30pm

Location: WCFE

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

English Literature

Jack Ryan

This course which may be ongoing is primarily designed to acquaint and develop a serious interest in understanding the fundamentals of ENGLISH LITERATURE, learn to appreciate the skills and methodologies of the great masters. Over time this will include important contributions of foremost Novelists, Dramatists and Poets. Students will be required to read fairly extensively during the course. The overall objective will be to encourage students to enjoy what is best in English Literature.

Duration: 12 weeks:

New

Thursday: 29th Sept 2011 – 15th Dec 2011 (WCFE). 2.15pm – 4.15pm

Continuing

Tuesday: 27th Sept 2011 – 13th Dec 2011 (Ozanam St.). 10am -12pm,

Friday: 30th Sept 2011 – 16th Dec 2011 (Ozanam St.). 10am -12pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Creative Writing for Beginners

Mark Roper

This course is aimed at those new to creative writing. No previous experience is necessary. The idea is to encourage participants to write poems and/or stories. The Tutor, a highly experienced creative writing teacher, uses published examples to provoke discussion on various themes and ways of writing. He will offer a private reading of work produced by students. The course is great fun and has never yet failed to get people writing!

Duration: 12 weeks

New

Wed: 28th Sept 2011 – 14th Dec 2011 (WCFE). 2pm – 4pm.

Continuing

Thurs: 29th Sept 2011 – 15th Dec 2011 (WCFE) 10am – 12pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

English Literature

Mark Roper

This course offers the chance to read literary texts with an experienced tutor. In each class, selected extracts from the chosen text are read together, and the tutor offers further information on topics like historical context and the author's biography. Students are expected to provide their own copies of the texts.

Continuing

Wed: 28th Sept 2011 – 14th Dec 2011 (Ozanam St.) 10am – 12pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Art**Berna Lawton**

This course provides a basic knowledge of drawing and painting.

The learner will become familiar with colour mixing and application techniques in mediums such as watercolour, acrylics and oils.

Duration: 12 weeks

New

Tues: 27th Sept 2011 – 13th Dec 2011 (WCFE). 10.30am – 12.30pm

Continuing

Wed: 28th Sept 2011 – 14th Dec 2011 (Lady Lane St.) 2pm – 4pm

Thurs: 29th Sept 2011 – 15th Dec 2011 (Lady Lane) 10am – 12pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

French for Beginners – Bonjour!**Beatrice Payet**

If you have never done French, or need to go back to basics, this is the course for you. With the use of the BBC French Experience Book 1, participants will be encouraged to practice what they learn.

New

Tues 27th Sept 2011 – 13th Dec 2011 (WCFE) 2pm – 4pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

French Conversation – Intermediate “Tour de France” Beatrice Payet

Prerequisite: knowledge of basic conversation in French. Learn about France and French culture, while improving your vocabulary, grammar and conversational skills.

Découvrez la France et ses particularités régionales, enrichissez votre vocabulaire, améliorez votre grammaire, apprenez à discuter.

Continuing

Thurs: 29th Sept 2011 – 15th Dec 2011 (WCFE) 2pm -4pm

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

French Conversation – Advanced “Le monde est à nous” Beatrice Payet

Prerequisite: A good knowledge of French. Don't lose what you have acquired!

Discutez des actualités nationales et internationales, de sujets divers, à partir de documents authentiques.

Continuing

Mon 26th Sept 2011 – 12th Dec 2011 (WCFE) 2pm – 4pm.

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Simple Sewing**Jill Boucher**

This is a creative sewing course suitable for complete beginners and for those who would like to take up the needle and thread again! Reviving the craft of hand sewing this course will cover sewing basics including stitching techniques and simple pattern making.

The participants will gain inspiration from a variety of designs and different fabrics. The projects will be fun and easy to make and unique handmade items will be created to take home.

New: Wednesday 2pm – 4pm 5th October 2011 – 14th Dec 2011

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Pottery and Clay Modelling**Jill Boucher**

This course is an introduction to working with clay in a relaxed and creative environment. The course will introduce a range of techniques including making simple pinch and coil pots. Participants will also be encouraged to create their unique items from clay that can be painted and decorated. Suitable for complete beginners and those with some experience.

New Tuesday 2pm – 4pm, 4th October 2011 – 13th Dec 2011

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Better Photography for All**Hugh O'Brien-Moran**

This course guides students through the basic rules of Photography, helping them improve without too much theory. It provides a practical guide in a relaxed, friendly and supportive atmosphere, achieving sharper, more vibrant photographs ; which ensures that the participant avoids pitfalls, achieving sharper, more vibrant photographs while getting the most out of his/her camera. Practical advice on the essential techniques of good photography will help transform your results from snapshots to exhibition prints. No previous experience required.

Certification: College Certification

Duration: 12 weeks 6th October 2011 – 15th Dec 2011

Sessions: Thursday 10am – 12pm

New

Cost: €120 (concession of 25% available for senior citizens and unemployed persons)

Subject to demand a further 12-week course will run in January 2012

Please note:

While the information contained on this brochure is as accurate as possible at the time of production, Waterford College of Further Education reserve the right to alter course content as required.

This is intended as a general guide and shall not be deemed to form a contract between Waterford College of Further Education and an applicant or any third party.

Start Dates:

Daytime classes

All courses will commence on 26th – 30th September 2011

Night Classes

All courses will commence on 3rd, 4th, and 5th October 2011.

Enrolments:

Daily:

Enrolments will take place from the 6th Sept 2011 to the 30th Sept 2011 from 10am to 12 noon each day Monday to Friday only.

Evening:

There are two evening enrolment dates, 6th Sept 2011 and the 12th Sept 2011 from 6.30pm to 8.30pm

You will not be contacted after registration unless your course does not go ahead.

All enquiries to:

Philip Deegan

Director of Adult Education

Margaret O'Brien Moran

Assistant Director of Adult Education

Waterford College of Further Education

Parnell Street

Waterford

Telephone: 051-874053 (ext 301)

Fax: 051-870136

Web: www.wcfe.ie

e-mail: pdeegan@wcfe.ie

Funding:

If a student is seeking funding from a funding organisation, fees must be paid directly to the College and will be reimbursed when funding comes through.

Payment:

Fees for all courses must be paid prior to starting course. There are two pay dates for two year courses, the first on enrolment week where two modules must be paid for. Students will be contacted after Christmas when second payment is due.

Concession for OAP's and unemployed persons of 25%, must produce documentation.

All modules must be paid for with cheque, postal order or bank draft. Cash will not be accepted.

Return of Fees

Fees will only be returned where a class is not formed. If a student is eligible for a return of fees they must fill out a refund form available from the director's office. Fees are not refundable if a student has started a course and wishes to discontinue.

Regional Educational Guidance service for adults.

Having looked at the website you may have difficulty deciding what the best choice for you might be. Help is at hand in the form of REGSA (Regional Guidance Service for Adults).

REGSA can offer you a one-to-one guidance appointment which will allow you an opportunity to explore possible career options and find a suitable course that will match your aspirations or look at career paths arising from career paths arising from the various courses available in WCFE.

Contact REGSA on (051) 302287

Parking

We regret that parking is not available for students on evening courses at the college.

Full details on all courses at <http://www.wcfe.ie/>