

R U N S H A W C O L L E G E

Course Guide 2016

Adults

Apprentices

Professionals

University

Enrolment

How to apply and enrol for a course

Applying...

Adult Courses

Simply choose the course you wish to study and phone our Course Enquiries Team on 01772 642040 or email justask@runshaw.ac.uk. If you need to have an interview, the team will arrange this with you.

Runshaw Business Centre (RBC) Courses

To apply for one of our RBC courses call 01772 643008 or email rbcenquiry@runshaw.ac.uk

University Courses

To apply for one of our University courses simply call 01772 642040 or email ucr@runshaw.ac.uk

Enrolling to an Adult Course

Monday to Friday from 9.30am to 4.30pm.

If you do not need an interview and are not claiming fee reductions you may enrol by phone.

Our Course Enquiries Team will talk you through the process.

Alternatively, you may enrol in person.

You will need to bring one of the following forms of identification with you to enrol: passport • driving licence • national insurance card • a bank/credit/debit card.

Depending upon your circumstances, you will ALSO need to bring the following:

- if you have applied for an Advanced Learner Loan please bring your loan approval letter with you.
- if your employer is paying some or all of your fees, you will need to produce a valid purchase order or letter (printed on company letter headed paper) confirming your name, the amount your employer will be paying, the title of your course and a relevant invoice address.

- if aged under 19 on 31 August 2016 you will need to produce your birth certificate, passport or driver's licence.

Please call into Runshaw Adult College, Euxton Lane, PR7 6AQ to pay by cash, cheque, debit or credit card (except AMEX). When paying by cheque, please bring a banker's or cheque guarantee card with you and make your cheque payable to Runshaw College.

Symbol Key

i	Interview required	*	Courses may be part or fully funded subject to eligibility.
▲	Full Level 2 = free if you are aged 19-23 and do not currently hold a full Level 2 qualification.	^	Plus CIPD subscription & membership.
■	Full Level 3 = free if you are aged 19-23 and do not currently hold a full Level 3 qualification.	CFD	Call for Details
☆	There are NO DISCOUNTS available on these courses.	POA	Price on Application
RBC	Provided by Runshaw Business Centre	TBC	To be confirmed
#	Includes AAT membership fee	XLC	Euxton Lane, Chorley, PR7 6AQ
		LRL	Langdale Road, Leyland, PR25 3DQ

This guide is accurate at the time of going to press. Content may be subject to amendment and we reserve the right to cancel or change advertised courses and other information. Courses will run subject to sufficient student numbers.

We value diversity and promote equal opportunities. This publication is available in different formats on request, please contact Student Services on 01772 643020.

Finance

Investing in your education doesn't have to cost the earth!

Financial Support for Students aged 19+

Many financial packages are available to help lower the cost of learning and depending on your circumstances, courses may be free or available at reduced prices. To receive financial support you must comply with nationality and residency conditions, age rules and previous study rules.

To find out whether you are eligible, please see the table on the right.

Advanced Learner Loans (previously 24+ Advanced Learning Loans)

If you are aged 19 or over and thinking about studying a further education vocational, technical or professional course at Level 3, 4, 5 or 6 from September 2016, you may qualify for an Advanced Learner Loan to help you pay your course fees. Don't forget, if you choose to study an Access to Higher Education Level 3 Diploma and progress to/successfully complete a degree/higher education course, the balance of your Advanced Learner Loan will be

written off. This means your Access course could be free. To find out more please contact Student Services on 01772 643020 or visit www.gov.uk/advanced-learner-loan

Care to Learn

If you're a young parent aged under 20, 'Care to Learn' could pay up to £160 per child per week towards registered childcare while you learn. To find out more, visit the 'Care to Learn' website at www.direct.gov.uk/caretolearn

Advanced Learner Loans Bursary Fund

This Bursary Fund is designed to help vulnerable students who have taken out an Advanced Learner Loan, such as those experiencing financial hardship, parents who may need help towards their childcare and those with learning difficulties or disabilities. All applications are assessed to find those students who are most in need of help. For more details call Student Services on 01772 643020.

Learner Support Funds (LSF)

Learner Support Funds are used to assist students who have difficulty in joining, staying on and completing their course because of financial hardship. All applications are assessed to find those students who are most in need of help. For more details call Student Services on 01772 643020.

Professional & Career Development Loans (PCDLs)

A PCDL is a bank loan specifically aimed at providing support for individuals aged 18 years or over, who wish to take part in work related learning. You will be able to borrow from £300 to £10,000 to help with the cost of learning. For more details visit www.gov.uk/career-development-loans/overview

University Course Fees

A variety of financial packages are available to support full and part-time students through their university studies.

For more details visit the student loans company website or the 'Money Matters' page of our website at www.runshaw.ac.uk.

Depending on your circumstances, you may be eligible for free or reduced adult course fees or to apply for a loan to help pay for your tuition fees. To find out whether you are eligible, please see the table below.

Financial Support for Students aged 19+

Are you ... ?	Aged	Then...
In receipt of: <ul style="list-style-type: none"> Job Seeker's Allowance (JSA). Employment Support Allowance (ESA) in the Work Related Activity Group (WRAG). 	19+	Courses up to and including Level 2 that lead to a qualification are FREE.
In receipt of Universal Credit, earning less than £330 per month (see table* below for weekly equivalencies) and in one of the following groups: <ul style="list-style-type: none"> All Work-Related Requirements Group. Work Preparation Group. Work-Focused Interview Group. 	19+	Courses up to and including Level 2 that lead to a qualification are FREE.
In receipt of a state benefit and either: <ul style="list-style-type: none"> unemployed (ie not in paid employment or self-employed), actively looking for work, and your chosen course will provide you with the necessary skills and abilities to seek employment; or earning less than £330 per month (see table* below for weekly equivalencies) and your chosen course will provide you with the skills to enhance your employment prospects. 	19+	Courses up to and including Level 2 that lead to a qualification are FREE.
Thinking of studying GCSE English or Maths.	19+	If you do not currently hold a GCSE English or Maths qualification at Grade A*-C these courses are FREE.
Thinking of studying a Functional Skills English or Maths qualification.	19+	These courses are FREE.
Thinking of studying your first full Level 2 or first full Level 3 qualification#	19-23	These courses are FREE.
Thinking of studying a further education qualification at Level 3, 4, 5 or 6	19+	Access to an Advanced Learner Loan is available to support you with the cost of studying a Level 3, 4, 5 or 6 further education qualification. Don't forget, if you choose to study an Access to Higher Education Level 3 Diploma and progress to/successfully complete a degree/higher education course, the balance of your Advanced Learner Loan will be written off. This means your Access course could be free.

*Weekly salary equivalencies table

Aged 19-20	Aged 21-24	Aged 25 and over
£5.30	£6.70	£7.20



Payment by Instalment

If your course fees are £150 or over, you may choose to pay by instalment. This will involve the payment of a deposit, followed by up to three Direct Debit payments (depending upon the price of your course).

Please contact Course Enquiries on 01772 642040 (email: justask@runshaw.ac.uk) for further details.



Need Advice?

If you would like more information on financial support, please contact Student Services at our Euxton Lane Campus by phoning 01772 643020.

It is your responsibility to thoroughly investigate whether you are eligible for financial support before you enrol. To receive student finance you must comply with nationality and residency conditions, age rules and previous study rules.

A full Level 2 qualification is equivalent to: 5 or more GCSEs / O Levels at Grade A*-C • 5 or more CSEs at Grade 1 • 1 Advanced Level • 2-3 AS Levels • NVQ Level 2.
A full Level 3 qualification is equivalent to: 2 or more A Levels • 4 or more AS Levels • GNVQ Advanced • BTEC National Diploma • NVQ Level 3 • Access to Higher Education.



Access

to Higher Education

... your passport to university or a new career.

Change your life in a year...

Access courses prepare you for university study and can be your passport to an entirely new career. They provide students aged 19+ with the Level 3 skills and qualifications for progression to degrees, foundation degrees and other higher level studies.

Your Access course could be free!

Depending upon your age and circumstances, you may be eligible for an Advanced Learner Loan to cover the cost of your tuition fees. As loan repayments only start once you are earning over £21,000 a year, if you never earn this amount you'll never make any repayments. What's more, if you successfully complete your Access course and progress to and successfully complete a degree / higher education course, the balance of your Access Loan will be written off.



Find out more...

For courses starting this September see page 13 or contact Course Enquiries on 01772 642040 (email: justask@runshaw.ac.uk).

5 career paths to choose from...

- Business with Technology**
 ...Business offers vast career opportunities, from human resource management and marketing, to logistics, finance and enterprise, whilst computing offers careers in areas including web development, digital technologies, systems analysis, software programming and games development.
- Childhood Studies**
 ...opens up a range of opportunities to apply for degrees leading to employment with children and young people in health, education and social care settings including nurseries, schools, hospitals, health visitor clinics, local authorities, after school clubs, child protection units, holiday clubs and teaching.
- Nursing, Health & Social Care**
 ...offers progression opportunities to careers in nursing and other settings such as family support, social work, youth work, health care, residential and day care.
- Social Science: Criminology, Psychology & Sociology**
 ...opens up opportunities in areas such as the criminal justice system; welfare services; the police, prison and probation services; youth and community work.

- Sport**

...offers careers in areas including sports analysis, coaching, sports development, teaching, activity leadership, personal training, biomechanics, nutrition and sports therapy.

If you are not yet ready to study at advanced level our Access in Social Science, Care & Health Level 2 course is ideal. It combines a range of fascinating topics including Criminology, Psychology & Sociology; Nursing, Health & Social Care and Childhood Studies. Successful completion allows application to related Access to Higher Education Level 3 Diplomas at Runshaw College.

As degree entry requirements vary, you are strongly advised to research the entry requirements for your intended degree to ensure that your chosen Access to HE course is the right course for you.

"Runshaw has a great reputation and the tutors are excellent. I want to go into nursing so this was the ideal course for me - it's really interesting, informative and you learn a lot."

Jacqueline Cant





Apprenticeships

Study relevant work related qualifications while gaining practical skills from the workplace and earning a wage. Contact us today to find out more...

Tel: 01772 643008 Email: apprenticeships@runshaw.ac.uk

Apprentices

Develop your skills and knowledge while in work. You'll learn job specific skills, gain nationally recognised qualifications and receive invaluable training - all while earning a salary.

Employers

Employing an Apprentice is easier than you might think. Our dedicated team will help you find the right person for your business and provide the training and support to enable them to become a valuable asset to your company.

An Apprenticeship provided by Runshaw Business Centre is a great way to start on the road to a successful career.

We offer Apprenticeships in:

- Accounting ^{L2 L3}
- Barbering ^{L2 L3}
- Beauty Therapy ^{L2 L3}
- Business Administration ^{L2 L3 L4}
- Children & Young People's Workforce ^{L2 L3}
- Clinical Healthcare Support ^{L2 L3}
- Customer Service ^{L2 L3}
- Engineering ^{L2 L3}
- Facilities Service ^{L2}
- Food & Drink Service ^{L2}
- Front of House Reception ^{L2}
- Hairdressing ^{L2 L3}
- Health & Social Care ^{L2 L3}
- Hospitality Services ^{L2}
- Hospitality Supervision & Leadership ^{L3}
- Housekeeping ^{L2}
- Licensed Hospitality ^{L2}
- Professional Cookery ^{L2 L3}
- Supporting Teaching & Learning in Schools ^{L2 L3}
- Team Leading ^{L2}

^{L2} Level 2
^{L3} Level 3
^{L4} Level 4

"I find it easier to learn on the job and acquire practical skills while studying the theory behind them. I was keen to start working soon after I finished my GCSEs and earning a wage while continuing to learn is a bonus."

*Matthew Pilkington
 Apprenticeship in
 Engineering
 Service Sport, Chorley*





University

courses at Runshaw

Whether you're just leaving sixth form/college, or are looking to develop or change your career, we can help you choose the right course for you.

Enhance your career prospects by studying a prestigious University of Central Lancashire (UCLan) degree at Runshaw College. If you'd like to study closer to home in a supportive learning environment, our innovative university courses are available in a range of subjects. What's more, as a Runshaw degree student you'll also have access to the services, facilities and support of both UCLan and Runshaw including access to UCLan accommodation; truly the best of both worlds.

Pathways to Higher Education

If you're thinking of studying a university course but don't have the right qualifications, or feel you have studied the wrong A Levels or vocational qualifications for the career path you wish to pursue, our Foundation Entry Degrees and Access to Higher Education courses are ideal.

Higher National Certificates & Diplomas (HNCs & HNDs)

HNCs & HNDs are work-related qualifications, designed to give you the skills to put your knowledge to effective use in a particular job. They are highly valued by employers in both the UK and overseas, and can count towards membership of professional bodies (acting as a stepping stone to gaining professional status). They allow progression to full honours degrees.


Foundation Degrees

Designed by employers (working closely with Further and Higher Education Institutions), Foundation Degrees are qualifications in their own right, equivalent to the first two years of an Honours Degree. They can be 'topped-up' to a full Honours Degree usually through one more year of study.

Degrees

Our degrees are designed to develop analytical, intellectual and essay writing skills. You'll undertake the first year of your degree at Runshaw College and then progress to complete the second and third years at UCLan in Preston.

Teacher Training

Our Certificate in Education and Post-Graduate Certificate in Education (PGCE) qualifications offer routes into teaching within the post-compulsory sector. They can be studied over one year (full-time) or on a modular basis (part-time). You may also be able to undertake your teaching practice at Runshaw College which is an Ofsted outstanding institution and a National Teaching School. 

Whilst our programmes are primarily designed for those wishing to pursue a teaching career in the Post 16 sector, independent schools, academies and free schools within England, they also confer eligibility to apply for appropriate registration for Qualified Teacher Learning & Skills Status (QTLS). QTLS enables working in maintained (local authority) secondary schools.

Advantages of studying a university course at Runshaw...

-  £6,000 per year full-time tuition fees.
-  2-3 day timetables.
-  Additional qualifications, professional placements, projects and live employer briefs.
-  Class sizes that provide a more personal learning experience.
-  97% of Runshaw graduates are in employment or further study 6 months after graduating.
-  Prestigious qualifications awarded by the University of Central Lancashire.

Runshaw university courses starting September 2016 are available in:

- Business
- Child Care
- Community & Social Care
- Computing / Computer Technology
- Criminology & Criminal Justice
- Engineering: Computer Aided and Mechanical
- Psychology & Criminology
- Public Services, Prisons & Law Enforcement
- Sport
- Science
- Teacher Training
- Tourism & Events Management

Please see the course listing pages for more details.

Courses

for

Adults
Apprentices
Professionals
University Students

Access to Higher Education Courses	Level	Time	Day	Start	Campus	Weeks	Price
Social Science, Care & Health Extended Certificate ▲ ①	2	09:15 - 14:45	Wed & Thu	14/09/16	XLC	21	£633
Business with Technology Diploma ■ ①	3	09:15 - 16:00 09:15 - 14:00	Thu & Fri	15/09/16	XLC	33	£3,022
Childhood Studies Diploma ■ ①	3	09:15 - 14:45 12:45 - 13:45	Tue, Wed & Fri	13/09/16	XLC	31	£3,384
Social Science: Criminology, Psychology & Sociology Diploma ■ ①	3	09:15 - 16:00	Thu & Fri	15/09/16	XLC	34	£3,022
Sports Studies Diploma ■ ①	3	09:30 - 14:15 09:30 - 14:45 10:15 - 14:45	Mon & Tue & Wed	12/09/16	XLC	33	£3,384
Nursing, Health & Social Care Diploma ■ ①	3	09:30 - 15:00	Mon, Wed & Thu	12/09/16	XLC	30	£3,384
Accounting Courses	Level	Time	Day	Start	Campus	Weeks	Price
AAT Award in Accounting RBC	1	TBC	TBC	March 2017	XLC	TBC	CFD*
AAT Foundation Certificate in Accounting / Apprenticeship RBC	2	09:00 - 13:00	Mon	12/09/16	XLC	12mths	CFD*
AAT Foundation Certificate in Accounting	2	09:00 - 13:00	Mon	12/09/16	XLC	32	£824#
AAT Foundation Certificate in Accounting ▲	2	09:15 - 15:15 17:15 - 21:15	Fri Thu	23/09/16 15/09/16	XLC	25 32	£824# £824#
AAT Intermediate Certificate in Accounting / Apprenticeship RBC	3	TBC	Please call for details		XLC	12mths	CFD*
AAT Advanced Diploma in Accounting ■	3	09:15 - 17:00 09:15 - 17:00 17:30 - 21:00	Mon Tue Tue & Thu	05/09/16 13/09/16 13/09/16	XLC	35 35 35	£2,075# £2,075# £2,075#
AAT Professional Diploma in Accounting, Year 1	4	09:15 - 16:30 16:30 - 21:15	Tue Tue	13/09/16 13/09/16	XLC	35 37	£2,075# £2,075#
Art & Design Courses	Level	Time	Day	Start	Campus	Weeks	Price
Art & Design - Foundation Diploma ■ ①	3/4	09:30 - 15:30	Mon - Fri	12/09/16	XLC	31	£3,000
Ceramics ☆		19:00 - 21:00 13:00 - 16:00 19:00 - 21:00 13:00 - 16:00	Tue Thu Tue Thu	13/09/16 15/09/16 24/01/17 26/01/17	XLC	12 12 12 12	£180 £270 £180 £270
Life Drawing ☆		19:00 - 21:00	Tue	13/09/16	XLC	12	£180
Drawing & Painting ☆		09:30 - 12:30 19:00 - 21:00 09:30 - 12:30 19:00 - 21:00	Mon Thu Mon Thu	12/09/16 15/09/16 23/01/17 26/01/17	XLC	12 12 12 12	£230 £155 £230 £155
Business Courses	Level	Time	Day	Start	Campus	Weeks	Price
Business Administration Apprenticeship RBC	2/3		Workplace Learning			12mths	CFD*
Business & Professional Administration Higher Apprenticeship - Technical Certificate RBC	4		Please call for details			18mths	CFD*
Business - HNC Year 1	4	13:00 - 21:00	Thu	15/09/16	XLC	28	£2,227
Business - Foundation Degree Year 1 (FT)	5	09:30 - 16:00	Wed & Thu	14/09/16	XLC	30	£6,000

Beauty, Barbering & Hairdressing Courses	Level	Time	Day	Start	Campus	Weeks	Price
Barbering C&G VRQ Diploma ▲ ①	2	09:30 - 16:00	Thu	15/09/16	XLC	35	£1,673*
Barbering C&G VRQ Diploma ■ ①	3	18:00 - 21:00	Tue & Thu	13/09/16	XLC	35	£3,345*
Beauty Therapy C&G NVQ Diploma ①	2	09:30 - 16:00	Tue	13/09/16	XLC	35	£1,673*
Beauty Therapy NVQ Diploma / Apprenticeship RBC	2	10:30 - 15:30	Tue	13/09/16	XLC	18mths	CFD*
Beauty Therapy Techniques C&G VRQ Diploma ■ ①	3	09:30 - 16:00 09:30 - 15:30	Mon & Wed	12/09/16	XLC	35	£3,345*
Beauty Therapy NVQ Diploma / Apprenticeship RBC	3	10:30 - 16:00	Tue	13/09/16	XLC	18mths	CFD*
Hairdressing NVQ Diploma / Apprenticeship RBC	2	09:30 - 15:30	Tue	06/09/16	XLC	18mths	CFD*
Hairdressing NVQ Diploma / Apprenticeship RBC	3	09:30 - 15:30	Mon	05/09/16	XLC	18mths	CFD*
Women's Hairdressing C&G VRQ Diploma ▲ ①	2	09:30 - 16:00	Fri	16/09/16	XLC	35	£1,673*
Women's Hairdressing C&G VRQ Diploma ■ ①	3	12:30 - 15:30 09:30 - 15:30	Tue & Wed	13/09/16	XLC	35	£3,345*

* includes kit and uniform fees.

Care & Community Courses	Level	Time	Day	Start	Campus	Weeks	Price
Community & Social Care: Policy & Practice - BA (Hons) (Foundation Entry) ①	3	09:15 - 17:00 09:15 - 16:30	Mon & Tue	12/09/16	XLC	30	£6,000
Community & Social Care: Policy & Practice - BA (Hons) Year 1 (FT)	6	09:15 - 16:30 09:15 - 17:00	Mon & Tue	12/09/16	XLC	30	£6,000
Health & Social Care Diploma / Apprenticeship RBC	2		Workplace Learning			12-15 mths	CFD*
Health & Social Care Diploma / Apprenticeship RBC	3		Workplace Learning			12-18 mths	CFD*
Leadership and Management for Care Services Diploma / Apprenticeship RBC	5		Workplace Learning			12-18 mths	CFD*

Childcare Courses	Level	Time	Day	Start	Campus	Weeks	Price
Children, Young People & Their Services - Foundation Degree Year 1 (FT)	5	09:15 - 16:30 09:15 - 12:45	Mon & Tue	12/09/16	XLC	30	£6,000
Children, Young People & Their Services - Foundation Degree Year 1 (PT)	5	09:15 - 16:30 16:30 - 21:15	Mon Thu	12/09/16 15/09/16	XLC	27 28	£4,000 £4,000
Children & Young People's Workforce Certificate / Apprenticeship RBC	2	09:30 - 12:30	Thu	08/09/16	XLC	18mths	CFD*
Early Years Educator Diploma / Apprenticeship RBC	3	18:00 - 21:00 18:00 - 21:00	Thu Thu	08/09/16 17/11/16	XLC	24mths 24mths	CFD* CFD*
Early Years Advanced Practice (Certificate) / Apprenticeship RBC	4	09:30 - 12:30	Wed	21/09/16	XLC	12mths	CFD*
Leadership for Children & Young People's Services Diploma / Apprenticeship RBC	5	09:30 - 13:00	Wed	07/09/16	XLC	18mths	CFD*

Computing Courses	Level	Time	Day	Start	Campus	Weeks	Price
Computer Technology - Foundation Degree Year 1 (FT)	5	10:15 - 17:15 09:15 - 17:15	Mon & Tue	12/09/16	XLC	30	£6,000
Computer Technology - Foundation Degree Year 1 (PT)	5	09:15 - 17:15	Tue	13/09/16	XLC	30	£4,000
Computing - Foundation Degree Year 1 (FT)	5	10:15 - 17:15 09:15 - 17:15	Mon & Tue	12/09/16	XLC	30	£6,000
ECDL Extra ①	2	17:30 - 21:30	Tue	13/09/16	XLC	21	£406

Counselling Courses	Level	Time	Day	Start	Campus	Weeks	Price
CPCAB Introduction to Counselling Skills Award ☆ ①	2	09:15 - 12:15 18:00 - 21:00 09:15 - 12:15	Mon Tue Tue	12/09/16 13/09/16 17/01/17	XLC	10 10 10	£225 £225 £225
CPCAB Certificate in Counselling Skills ①	2	09:15 - 14:45 18:00 - 21:30 18:00 - 21:30	Wed Wed Thu	14/09/16 14/09/16 24/11/16	XLC LRL XLC	18 26 26	£550 £550 £550
CPCAB Certificate in Counselling Studies ① (includes a weekend residential: Fri evening to Sun afternoon)	3	09:15 - 14:15 18:00 - 21:30	Thu Thu	29/09/16 15/09/16	XLC XLC	19 22	£811 £811

Criminology Courses - also see Psychology	Level	Time	Day	Start	Campus	Weeks	Price
Criminology & Criminal Justice - Foundation Degree Year 1 (FT)	5	09:15 - 16:00 11:15 - 16:00	Thu & Fri	15/09/16	XLC	30	£6,000

Engineering Courses	Level	Time	Day	Start	Campus	Weeks	Price
Computer Aided Engineering - Foundation Degree Year 1 (FT)	5	10:00 - 17:00 10:30 - 16:30 12:30 - 14:30	Mon & Tue & Fri	12/09/16	XLC	30	£6,000
Engineering - BEng (Hons) (Foundation Year Entry) (FT)	3	10:15 - 16:30 09:00 - 15:30 09:15 - 15:30 09:15 - 13:30	Mon & Tue & Wed & Thu	12/09/16	XLC	30	£6,000
Mechanical Engineering - HNC/HND (FT) Year 1	4	10:00 - 17:00 10:30 - 16:30	Mon & Tue & Fri	12/09/16	XLC	30	£6,000
Mechanical Engineering - HNC/HND (PT) Year 1	4	09:00 - 17:00	Fri	16/09/16	XLC	29	£3,227

English Courses	Level	Time	Day	Start	Campus	Weeks	Price
GCSE English	2	13:00 - 16:00 18:00 - 21:00 09:30 - 12:30 18:00 - 21:00	Tue Tue Wed Thu	13/09/16 13/09/16 14/09/16 15/09/16	XLC XLC XLC XLC	30 30 30 30	*FREE *FREE *FREE *FREE

GCSE English is free if you do not currently hold GCSE English at Grade A-C.

We also offer free Functional Skills English courses - please call 01772 642040 or email justask@runshaw.ac.uk for details.

Health & Safety and First Aid Courses	Level	Time	Day	Start	Campus	Weeks	Price
IOSH Managing Safely RBC	3	09:30 - 16:30	Thu	08/09/16	XLC	4 days	£495
		09:30 - 16:30	Thu	12/01/17	XLC	4 days	£495
1-Day Emergency First Aid RBC		09:30 - 16:30	Thu	08/09/16	XLC	1 day	£59
		09:30 - 16:30	Mon	07/11/16	XLC	1 day	£59
2-Day First Aid Refresher (consecutive days) RBC		09:30 - 16:30	Thu & Fri	01/09/16	XLC	2 days	£95
		09:30 - 16:30	Wed & Thu	16/11/16	XLC	2 days	£95
3-Day First Aid at Work (consecutive days) RBC		09:30 - 16:30	Mon - Wed	05/09/16	XLC	3 days	£170
		09:30 - 16:30	Tue - Thu	08/11/16	XLC	3 days	£170
Human Resources & Learning Development	Level	Time	Day	Start	Campus	Weeks	Price
Award in Education & Training (formerly PTLLS) - C&G RBC	3	18:00 - 21:00	TBC	Oct 2016	XLC	15 weeks	£495
CIPD Foundation Certificate in Human Resource Practice RBC	3	17:30 - 21:00	Tue	20/09/16	XLC	10mths	£1,000^
CIPD Foundation Certificate in Learning & Development Practice RBC	3	TBC	Please call for details		XLC	6-7 months	£1,300^
CIPD Intermediate Certificate in Human Resource Management RBC	5	17:00 - 21:00	Tue	20/09/16	XLC	10 months	£1,500^
CIPD Intermediate Certificate in Human Resource Development RBC	5	TBC	Please call for details		XLC	10-12 months	£1,950
CIPD Intermediate Diploma in Human Resource Management (Top up) RBC	5	12:30 - 16:30	Tue	20/09/16	XLC	3 months	£600^
CIPD Intermediate Award in Employment Law RBC	5	12:30 - 16:30	Thu	10/11/16	XLC	6 sessions	£300^
		12:30 - 16:30	Thu	10/11/16	XLC	5 sessions	£275
Employment Law RBC		12:30 - 16:30	Thu	10/11/16	XLC	5 sessions	£275
IQA Verifier (various options) RBC	4	09:30 - 13:30	Thu	10/11/16	XLC	from 6 months	£550
TAQA - Assessor (various options) RBC	3	09:30 - 16:30	Wed	09/11/16	XLC	from 6 months	£550
Licensed Retailing Courses	Level	Time	Day	Start	Campus	Weeks	Price
Award for Personal Licence Holders RBC	2	09:30 - 16:30	Tue	13/09/16	XLC	1 day	£195
		09:30 - 16:30	Tue	29/11/16	XLC	1 day	£195
Management & Marketing Courses	Level	Time	Day	Start	Campus	Weeks	Price
CIM Foundation Certificate in Marketing RBC	3	18:00 - 21:00	Tue	20/09/16	XLC	15 sessions	£795
CIM Certificate in Professional Marketing RBC	4	14:00 - 19:00	Thu	22/09/16	XLC	29 sessions	£1,995
CIM Certificate in Professional Marketing RBC (module route) - Digital	4	14:00 - 19:00	Thu	22/09/16	XLC	9-10 sessions	£800
CIM Certificate in Professional Marketing RBC (module route) - Marketing	4	14:00 - 19:00	Thu	Jan 2017	XLC	9-10 sessions	£800
CIM Certificate in Professional Marketing RBC (module route) - Integrated Communications	4	14:00 - 19:00	Thu	April 2017	XLC	9-10 sessions	£800
ILM Award in Team Leading RBC	2	Bespoke courses available					POA
ILM Certificate in Team Leading RBC	2	Bespoke courses available					POA

Management & Marketing Courses continued	Level	Time	Day	Start	Campus	Weeks	Price
ILM Award in Leadership & Management RBC	3	18:00 - 21:00	Tue	04/10/16	XLC	10 sessions	£595
CMI Certificate in Management & Leadership RBC	4	18:00 - 21:00	Wed	05/10/16	LRL	10 sessions	£695
CMI Certificate in Management & Leadership (Blended) RBC	5	09:30 - 16:30	Wed	12/10/16	XLC	3 sessions	£795
CMI Diploma in Management & Leadership including Chartered Manager (Blended) RBC	5	09:30 - 16:30	Wed	12/10/16	XLC	9-10 sessions	£1,600
ILM Certificate in Coaching & Mentoring RBC	5	09:30 - 16:30	Thu	10/11/16	XLC	5 sessions	£1,500
Coaching Skills for Managers (non accredited short course) RBC				Immediate starts available		4 sessions	£250
CMI Certificate in Strategic Management & Leadership RBC	7	09:30 - 12:30	Wed	23/11/16	XLC	10 sessions	£1,500
Certificate in Advice & Guidance NVQ RBC	3			Immediate starts available		6-9 months	£1,600
CMI NVQ Diploma in Management & Leadership / Apprenticeship RBC	3/5			Immediate starts available		12-24 months	POA
Business Training Solutions		Bespoke programmes available for any of the programmes listed under Management and Marketing or for individual topics.					POA

Mathematics Courses	Level	Time	Day	Start	Campus	Weeks	Price
GCSE Maths	2	13:15 - 16:15	Tue	13/09/16	XLC	30	*FREE
		18:00 - 21:00	Tue	13/09/16	XLC	30	*FREE
		09:30 - 12:30	Wed	14/09/16	XLC	30	*FREE
		18:00 - 21:00	Thu	15/09/16	XLC	30	*FREE

GCSE Maths is free if you do not currently hold GCSE Maths at Grade A-C.

We also offer free Functional Skills Maths courses - please call 01772 642040 or email justask@runshaw.ac.uk for details.

Psychology Courses	Level	Time	Day	Start	Campus	Weeks	Price
Psychology & Criminology - BSc (Hons) Year 1 (FT)	5	09:15 - 16:00	Wed & Thu & Fri	14/09/16	XLC	29	£6,000

Public Services Courses	Level	Time	Day	Start	Campus	Weeks	Price
Public Services, Prisons & Law Enforcement - Foundation Degree Year 1 (FT)	5	09:15 - 16:00	Mon & Tue	12/09/16	XLC	30	£6,000

Science Courses	Level	Time	Day	Start	Campus	Weeks	Price
GCSE Science 1	2	09:30 - 15:30	Wed	14/09/16	XLC	28	£406
BSc (Hons) Science (Foundation Entry)	3	09:00 - 16:00	Mon & Tue	12/09/16	XLC	30	£6,000
		09:30 - 16:00	Tue & Wed				
		09:00 - 12:45	Wed				

Sport: Personal Training & Instruction Courses	Level	Time	Day	Start	Campus	Weeks	Price
Personal Training & Instruction CYQ Level 3 Diploma 1	3	09:00 - 16:00	Mon & Tue	12/09/16	LRL	33	£2,225
Sports Coaching - Foundation Degree Year 1 (FT)	5	09:00 - 15:30 09:00 - 16:00	Wed & Thu	14/09/16	XLC/LRL	29	£6,000

Teaching Assistants Courses	Level	Time	Day	Start	Campus	Weeks	Price
Supporting Teaching & Learning in Schools NCFE Level 2 Certificate ▲ ①	2	09:30 - 14:15	Wed	14/09/16	XLC	31	£709
		09:30 - 14:15	Thu	15/09/16	XLC	31	£709
		17:00 - 21:15	Tue	13/09/16	XLC	31	£709
Supporting Teaching & Learning in Schools Diploma / Apprenticeship RBC	2		Workplace Learning			12-15 mths	CFD*
Specialist Support for Teaching & Learning in Schools NCFE Level 3 Diploma ■ ①	3	09:30 - 14:30	Fri	16/09/16	XLC	32	£2,225
		17:00 - 21:15	Tue	13/09/16	XLC	34	£2,225
Supporting Teaching & Learning in Schools Specialist Diploma / Apprenticeship RBC	3	17:30 - 20:30	Thu	08/09/16	XLC	12-18 mths	CFD*

Teaching Courses	Level	Time	Day	Start	Campus	Weeks	Price
Certificate in Education/Post Graduate Certificate in Education Year 1 (PT)	5/7	15:00 - 19:30	Tue	13/09/16	XLC	30	£3,000
Certificate in Education/Post Graduate Certificate in Education Year 1 (FT)	5/7	09:30 - 15:30	Mon &	12/09/16	XLC	30	£6,000
		09:30 - 15:00	Tue &				
		09:30 - 12:30	Wed				
Certificate in Education/Post Graduate Certificate in Education Year 1 (FT)	5/7	10:30 - 12:30	Wed &	14/09/16	XLC	30	£6,000
		09:30 - 15:00	Thu & Fri				
Certificate in Education & Training, Preparatory	6	15:00 - 19:00	Tue	13/09/16	XLC	10	£1,000
Certificate in Education & Training, Introductory	6	15:00 - 19:00	Tue	13/09/16	XLC	20	£1,000
							per module
Certificate in Teaching, Learning & Assessment, Intermediate	6	15:00 - 19:00	Tue	13/09/16	XLC	30	£1,000
							per module

Tourism & Events Management Courses	Level	Time	Day	Start	Campus	Weeks	Price
Tourism & Events Management - Foundation Degree Year 1 (FT)	5	09:15 - 17:00	Tue &	12/09/16	XLC	30	£6,000
		09:15 - 16:00	Wed				



Functional Skills

Our Functional Skills Maths and English courses are FREE and are available at a variety of levels leading up to GCSE.

Call us to find out more on **01772 642040** or email justask@runshaw.ac.uk

Level	Qualifications
1	GCSE grade D-G, Level 1 Certificates
2	GCSE grade A*-C, Level 2 NVQs, Level 2 Diplomas, Intermediate Apprenticeship
3	A-Levels, Level 3 NVQs, Level 3 Certificates, Advanced Apprenticeship
4	HNCs, Level 4 Diplomas, Higher Apprenticeship
5	Foundation Degrees (FdA/FdSc), HNDs, Level 5 Diplomas,
6	Bachelor's Degrees (e.g. BA or BSc)
7	Masters Degrees, Postgraduate Certificates, Postgraduate Diplomas
8	Specialist qualifications such as PhDs



Our new multi-million pound Science & Engineering Innovation Centre

Runshaw's new £6.5m state-of-the-art Science & Engineering Innovation Centre is part of our continuing commitment to delivering exceptional science and engineering programmes and fostering multi-disciplinary innovation.

As research and development innovations create even greater synergies across the fields of engineering and science, interdisciplinary career opportunities are also developing.

Through outstanding education and training, the provision of cutting edge facilities delivered in a bespoke learning environment, we aim to innovate, inspire and create the skilled engineering and science professionals of the future.

Our Science & Engineering Innovation Centre has been made a reality through funding from the Lancashire Enterprise Partnership (LEP) who play a crucial role in maximising job creation and economic growth within Lancashire.

For details of our Engineering and Science courses please see pages 15 & 17.



Open Event

Tuesday 23 August 2016

4pm-8pm, Euxton Lane, Chorley, PR7 6AQ

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Runshaw Adult College Telephone 01772 642040 Email justask@runshaw.ac.uk

30/06/16

If you have any mobility issues, disabilities or special requirements which need to be catered for at our Open Event, please contact us on 01772 642040.