



# **Courses for Adults 2021-2022**

**#you**  
atSouthportCollege



**Gain new skills with over 30 FREE courses to choose from**

**Learn for pleasure courses for just £10**

**Exciting new subjects including Floristry, Italian and Social Media**

**Learn at home with over 50 FREE online courses now available**

## **The Student Information Centre**

**Your one-stop-shop for information, advice and guidance.**

**The services are designed to give you all the support you need.**

**Call in for help with:**

**Course and careers guidance**

**Financial assistance**

**Information on student loans**

**Help for students with Learning Difficulties/Disabilities**

**Health and personal support issues**

**Information on Fitness to Practise, Criminal Convictions and Safeguarding**

### **Contact**

**01704 392704**  
**Email: [guidance@southport.ac.uk](mailto:guidance@southport.ac.uk)**

**Opening hours Term-time**  
**Monday & Friday 8.15am-5.00pm**  
**Tuesday, Wednesday,**  
**Thursday 8.15am-7.00pm**

**Outside Term-time**  
**Monday to Thursday**  
**8.30am-5.00pm**  
**Friday 8.30am-4.00pm**

**#you**  
**atSouthportCollege**

**Courses**  
**for adults**  
**2021-2022**

## **Welcome to Southport College and our exciting new programme of courses for Adults 2021-22**

**Whether you are looking to retrain, upskill or just learn something new for fun, we have the perfect course for you.**

We have a Covid safe learning environment and the most friendly and supportive tutors around, plus many of our courses are FREE of charge and others just £10.

If the course you are interested in does have a cost attached you may well find you are entitled to fee remission (see page 16) or can apply for an advanced learner loan, so do go online or ask us for more information. You are very welcome here and we want to ensure that Southport College courses are accessible to everyone.

Our most popular courses do fill up fast, so to avoid disappointment go online to book your place today.

If you need help with choosing a course, advice on applying for finance or have any questions at all, our friendly guidance team are here to help.

**Just call them on 01704 392704 or email [guidance@southport.ac.uk](mailto:guidance@southport.ac.uk)**



## Why not try something new this September?

### New Skills... New Career

Whether you are thinking about training for a whole new career or looking to progress in your current role, we have a wealth of skills boosting courses.

There's our widest choice of **AAT Accounting** courses ranging from Level 1-4.

So whether you want to just understand basic bookkeeping or end up with a full **AAT Diploma in Accountancy** we've got a course for you.

Our ever popular **Counselling** courses are back, with both day or evening classes at all levels, but do hurry to book your place as these courses fill up fast!

We've also got lots more Professional Trades Courses to choose from this year, all taking place in our fantastic newly refurbished workshops. Plus we have a range of **18th Edition Electrical Courses** including an option for a fast track taking just 3 days.

Most employers now ask for **maths & English**, so if it's a lack of these qualifications that are holding you back, why not join one of our adult GCSE or functional skills classes. The courses are free and our friendly, experienced tutors will support you every step of the way. Call 01704 392704 to book your place or apply online today.

Finally, if you're interested in a new career but aren't quite sure, why not try one of our introductory courses to get a real flavour for the subject? There's lots to choose from, including Medical Secretary, Health and Social Care, and Working in Education to name but a few and they are just £10.

See pages 6-9 for full details of what's on when and apply online.

**If you have any queries, our friendly guidance are here to help.**

**Call 01704 392704 or email [guidance@southport.ac.uk](mailto:guidance@southport.ac.uk)**



### Learn for Pleasure

**After the past 18 months, we all deserve a little relaxation and fun. So why not learn something new for pleasure?**

We've added a whole range of exciting subjects this term, including Italian, Cake Baking, Crochet, Floristry and Sewing Skills. Plus there's all the favourites to choose from too, including Nail Techniques, Creative Writing, Photography and Wallpapering.

Many courses are just £10 and are 1 evening a week for 6 weeks. They are all taught on site in a Covid Safe environment, so not only are they a great way to learn new skills, but they are a great way to meet new people too and let's face it, social interaction is something we've all missed!

**See pages 6-9 for what's on when and then just apply online.**

### ESOL

**(English for Speakers of Other Languages)**  
**ESOL courses enhance your English speaking, listening, reading and writing skills.**

After completing them, many students progress onto a different course in the college, allowing you to upskill, or even re-train for a completely new career.

During the course we provide you with the essential skills to use in everyday situations, such as at the bank, the Job Centre or the Post Office and we also use interactive technology to help increase your vocabulary and improve your grammar.

**If you're not sure which ESOL course is best for you, why not try a six-week short taster course available for just £10.**

**We offer ESOL classes from Entry Levels 1-3 and the full courses are currently, buy one, get one free.**

**Courses start in both September and January. See page 8 for what's on when.**



| Course title                           | Interview Needed? | Level   | Start Date | Day     | Course Times |       | Weeks | Fees                      |         |         |
|--|-------------------|---------|------------|---------|--------------|-------|-------|---------------------------|---------|---------|
|  |                   |         |            |         | Start        | End   |       | Materials/<br>Extra Costs | Course  | Exam    |
| Accounting & Finance                   |                   |         |            |         |              |       |       |                           |         |         |
| XERO Accounting Software               | No                | Intro   | Sep-21     | TBC     | 18.00        | 20.00 | 8     | £6                        | £10     | -       |
| XERO Accounting Software               | No                | Intro   | Nov-21     |         | 18.00        | 20.00 | 8     | £6                        | £10     | -       |
| XERO Accounting Software               | No                | Intro   | Jan-22     |         | 18.00        | 20.00 | 8     | £6                        | £10     | -       |
| XERO Accounting Software               | No                | Intro   | Mar-22     |         | 18.00        | 20.00 | 8     | £6                        | £10     | -       |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 7-Sep-21   | Tue     | 9.30         | 12.30 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 8-Sep-21   | Wed     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 9-Nov-21   | Tue     | 9.30         | 12.30 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 10-Nov-21  | Wed     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 11-Jan-22  | Tue     | 9.30         | 12.30 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 11-Jan-22  | Tue     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 1-Mar-22   | Tue     | 9.30         | 12.30 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 3-May-22   | Tue     | 9.30         | 12.30 | 6     | £41                       | FREE    | £35     |
| AAT Award in Bookkeeping               | Yes               | Level 1 | 3-May-22   | Tue     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 1-Mar-22   | Tue     | 13.30        | 16.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 1-Mar-22   | Tue     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 7-Sep-21   | Tue     | 13.30        | 16.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 9-Sep-21   | Thu     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 9-Nov-21   | Tue     | 13.30        | 16.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 11-Nov-21  | Thu     | 18.00        | 21.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 11-Jan-22  | Tue     | 13.30        | 16.00 | 6     | £41                       | FREE    | £35     |
| AAT Award in Accounting Software       | Yes               | Level 1 | 3-May-22   | Tue     | 13.30        | 16.00 | 6     | £41                       | FREE    | £35     |
| † AAT Certificate in Accounting        | Yes               | Level 2 | 1-Sep-21   | Tue+Wed | 18.00        | 21.00 | 34    | £140                      | £335    | £238†   |
| † AAT Certificate in Accounting        | Yes               | Level 2 | 2-Sep-21   | Thu     | 9.30         | 16.30 | 34    | £140                      | £335    | £238†   |
| † AAT Certificate in Accounting        | Yes               | Level 2 | 4-Jan-22   | Tue     | 9.30         | 17.00 | 18    | £140                      | £335    | £238†   |
| AAT Advanced Diploma in Accounting     | Yes               | Level 3 | 1-Sep-21   | Wed     | 13.00        | 21.00 | 34    | £99                       | £2573** | £290.00 |
| AAT Professional Diploma in Accounting | Yes               | Level 4 | 11-Nov-21  | Thu     | 13.00        | 21.00 | 42    | £99                       | £2573** | £290.00 |
| Business Administration / Secretarial  |                   |         |            |         |              |       |       |                           |         |         |
| Medical Secretary / Administration     | No                | Intro   | 8-Sep-21   | Wed     | 19.00        | 21.00 | 6     | -                         | £10     | -       |
| Medical Secretary / Administration     | No                | Intro   | 12-Jan-22  | Wed     | 19.00        | 21.00 | 6     | -                         | £10     | -       |
| Cookery & Catering                     |                   |         |            |         |              |       |       |                           |         |         |
| Cake Baking                            | No                | Intro   | 24-Sep-21  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Cake Baking                            | No                | Intro   | 19-Nov-21  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Cake Baking                            | No                | Intro   | 28-Jan-22  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Cake Baking                            | No                | Intro   | 18-Mar-22  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Cake Baking                            | No                | Intro   | 6-May-22   | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Healthy Family Meals                   | No                | Intro   | 1-Oct-21   | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Healthy Family Meals                   | No                | Intro   | 26-Nov-21  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Healthy Family Meals                   | No                | Intro   | 4-Feb-22   | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Healthy Family Meals                   | No                | Intro   | 25-Mar-22  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Healthy Family Meals                   | No                | Intro   | 13-May-22  | Fri     | 9.30         | 2.30  | 1     | -                         | £10     | -       |
| Home Cooking Skills                    | No                | Level 1 | 9-Sep-21   | Thu     | 9.30         | 2.00  | 12    | £30                       | £10     | -       |
| Home Cooking Skills                    | No                | Level 1 | 13-Jan-22  | Thu     | 9.30         | 2.00  | 12    | £30                       | £10     | -       |
| Award in Food Safety in Catering       | No                | Level 2 | 30-Sep-21  | Thu     | 9.30         | 4.30  | 1     | -                         | £65     | £22     |
| Award in Food Safety in Catering       | No                | Level 2 | 25-Nov-21  | Thu     | 9.30         | 4.30  | 1     | -                         | £65     | £22     |
| Award in Food Safety in Catering       | No                | Level 2 | 24-Feb-22  | Thu     | 9.30         | 4.30  | 1     | -                         | £65     | £22     |
| Award in Food Safety in Catering       | No                | Level 2 | 5-May-22   | Thu     | 9.30         | 4.30  | 1     | -                         | £65     | £22     |
| Construction & Trades                  |                   |         |            |         |              |       |       |                           |         |         |
| Introduction to Wallpapering           | No                | Intro   | 7-Sep-21   | Tue     | 5.30         | 20.30 | 6     | -                         | £10     | -       |
| Award in Wallpapering                  | No                | Level 1 | 19-Oct-21  | Tue     | 17.30        | 20.30 | 8     | -                         | FREE    | -       |
| Award in Wallpapering                  | No                | Level 1 | 8-Feb-22   | Tue     | 17.30        | 20.30 | 8     | -                         | FREE    | -       |
| †Certificate in Wallpapering •         | No                | Level 1 | 11-Jan-22  | Tue     | 17.30        | 20.30 | 4     | -                         | £192†   | -       |
| †Certificate in Wallpapering •         | No                | Level 1 | 26-Apr-22  | Tue     | 17.30        | 20.30 | 4     | -                         | £192†   | -       |

| Course title                                | Interview Needed? | Level   | Start Date     | Day       | Course Times |       | Weeks | Fees                   |          |      |
|---|-------------------|---------|----------------|-----------|--------------|-------|-------|------------------------|----------|------|
|   |                   |         |                |           | Start        | End   |       | Materials/ Extra Costs | Course   | Exam |
| Introduction to Painting & Decorating       | No                | Intro   | 8-Sep-21       | Wed       | 5.30         | 20.30 | 6     | -                      | £10      | -    |
| Award in Painting and Decorating            | No                | Level 1 | 20-Oct-21      | Wed       | 17.30        | 20.30 | 6     | -                      | FREE     | -    |
| Award in Painting and Decorating            | No                | Level 1 | 12-Jan-22      | Wed       | 17.30        | 20.30 | 6     | -                      | FREE     | -    |
| †Certificate in Painting and Decorating     | No                | Level 1 | 8-Dec-21       | Wed       | 17.30        | 20.30 | 2     | -                      | £192†    | -    |
| †Certificate in Painting and Decorating     | No                | Level 1 | 2-Mar-22       | Wed       | 17.30        | 20.30 | 2     | -                      | £192†    | -    |
| †Certificate in Painting and Decorating     | No                | Level 1 | 16-Mar-22      | Wed       | 17.30        | 20.30 | 8     | -                      | £192†    | -    |
| Award in Bricklaying                        | No                | Level 1 | 8-Sep-21       | Wed       | 17.30        | 20.30 | 12    | -                      | FREE     | -    |
| Award in Bricklaying                        | No                | Level 1 | 12-Jan-22      | Wed       | 17.30        | 20.30 | 12    | -                      | FREE     | -    |
| †Diploma In Bricklaying                     | Yes               | Level 3 | 1-Sep-21       | Mon & Wed | 9.00         | 16.00 | 34    | -                      | £1673†   | -    |
| Award in Motor Vehicle Studies              | Yes               | Level 1 | 14-Sep-21      | Tue       | 17.30        | 21.00 | 34    | -                      | FREE     | -    |
| †Award in Motor Vehicle Studies             | Yes               | Level 2 | 8-Sep-21       | Wed       | 18.00        | 21.00 | 30    | -                      | £112†    | -    |
| †Certificate in Motor Vehicle               | Yes               | Level 2 | 9-Sep-21       | Thu       | 9.00         | 17.00 | 34    | -                      | £335†    | -    |
| 18th Edition 1 Day (Updating Course)        | Yes               | Level 3 | Various starts | Various   | 9.00         | 17.30 | 1     | -                      | £100     | £77  |
| 18th Edition 3 Day (Fast track full course) | Yes               | Level 3 | Various starts | Fri       | 9.00         | 5.00  | 3     | -                      | £299     | £77  |
| 18th Edition                                | Yes               | Level 3 | 8-Sep-21       | Wed       | 17.30        | 20.30 | 11    | -                      | £299     | £77  |
| 2391-52 Testing & Inspection                | Yes               | Level 3 | 7-Sep-21       | Tue       | 17.30        | 20.30 | 10    | -                      | £835     | £115 |
| <b>Counselling &amp; Wellbeing</b>          |                   |         |                |           |              |       |       |                        |          |      |
| †Award in Counselling Concepts              | No                | Level 2 | 7-Sep-21       | Tue       | 18.00        | 21.00 | 10    | -                      | £75†     | £33  |
| †Award in Counselling Concepts              | No                | Level 2 | 8-Sep-21       | Wed       | 9.30         | 12.30 | 10    | -                      | £75†     | £33  |
| †Award in Counselling Concepts              | No                | Level 2 | 11-Jan-22      | Tue       | 18.00        | 21.00 | 10    | -                      | £75†     | £33  |
| Certificate in Counselling Skills           | Yes               | Level 3 | 8-Sep-21       | Wed       | 13.00        | 16.30 | 34    | -                      | £811**   | £60  |
| Certificate in Counselling Skills           | Yes               | Level 3 | 9-Sep-21       | Thu       | 18.00        | 21.30 | 34    | -                      | £811**   | £60  |
| Certificate in Counselling Skills           | Yes               | Level 3 | 11-Jan-22      | Tue       | 17.00        | 21.30 | 19    | -                      | £811**   | £60  |
| Certificate in Counselling Skills           | Yes               | Level 3 | 14-Jan-22      | Fri       | 9.30         | 15.30 | 19    | -                      | £811**   | £60  |
| Diploma in Therapeutic Counselling          | Yes               | Level 4 | 7-Sep-21       | Tue       | 10.00        | 16.00 | 34    | -                      | £2,882** | £160 |
| <b>Creative Arts &amp; Media</b>            |                   |         |                |           |              |       |       |                        |          |      |
| Introduction to Art                         | No                | Intro   | 7-Sep-21       | Tue       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to Sewing Skills               | No                | Intro   | 8-Sep-21       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to Crochet                     | No                | Intro   | 7-Sep-21       | Tue       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to Life Drawing                | No                | Intro   | 8-Sep-21       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to Digital Photography         | No                | Intro   | 8-Sep-21       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Better Smart Phone Photography              | No                | Intro   | 9-Sep-21       | Thu       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Creative Writing                            | No                | Intro   | 8-Sep-21       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Creative Writing                            | No                | Intro   | 3-Nov-21       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Creative Writing                            | No                | Intro   | 12-Jan-22      | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Creative Writing                            | No                | Intro   | 2-Mar-22       | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Creative Writing                            | No                | Intro   | 27-Apr-22      | Wed       | 18.00        | 21.00 | 6     | -                      | £10      | -    |
| Award in Life Drawing                       | No                | Level 1 | 3-Nov-21       | Wed       | 18.00        | 21.00 | 20    | -                      | FREE     | -    |
| Award in Photoshop                          | No                | Level 1 | 4-Nov-21       | Thu       | 18.00        | 21.00 | 20    | -                      | FREE     | -    |
| Award in Art and Craft                      | No                | Level 1 | 3-Nov-21       | Wed       | 18.00        | 21.00 | 20    | -                      | FREE     | -    |
| Award in Photography                        | No                | Level 1 | 8-Sep-20       | Wed       | 18.00        | 21.00 | 14    | -                      | FREE     | -    |
| Award in Photography                        | No                | Level 1 | 12-Jan-22      | Wed       | 18.00        | 21.00 | 14    | -                      | FREE     | -    |
| Award in Photography                        | No                | Level 1 | 10-Sep-21      | Fri       | 10.00        | 13.00 | 14    | -                      | FREE     | -    |
| Award in Photography                        | No                | Level 1 | 14-Jan-22      | Fri       | 10.00        | 13.00 | 14    | -                      | FREE     | -    |
| †Certificate in Photography                 | No                | Level 2 | 7-Sep-21       | Tue       | 18.00        | 21.00 | 14    | -                      | £220†    | -    |
| <b>Computing &amp; IT</b>                   |                   |         |                |           |              |       |       |                        |          |      |
| Introduction to Social Media                | No                | Intro   | 9-Sep-21       | Thu       | 19.00        | 21.30 | 8     | -                      | £10      | -    |
| Introduction to Social Media                | No                | Intro   | 4-Nov-21       | Thu       | 19.00        | 21.30 | 8     | -                      | £10      | -    |
| Introduction to Social Media                | No                | Intro   | 13-Jan-22      | Thu       | 19.00        | 21.30 | 8     | -                      | £10      | -    |
| Introduction to Social Media                | No                | Intro   | 3-Mar-22       | Thu       | 19.00        | 21.30 | 8     | -                      | £10      | -    |
| Introduction to IT (Microsoft packages)     | No                | Intro   | 7-Sep-21       | Tue       | 19.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to IT (Microsoft packages)     | No                | Intro   | 2-Nov-21       | Tue       | 19.00        | 21.00 | 6     | -                      | £10      | -    |
| Introduction to IT (Microsoft packages)     | No                | Intro   | 11-Jan-22      | Tue       | 19.00        | 21.00 | 6     | -                      | £10      | -    |

\*\*Adult Learner Loan Available

\*HE Loan Available

Where **Various** starts are indicated, please contact us for details of dates.

•Students must complete the Award prior to the Certificate

| Course title                                      | Interview Needed? | Level    | Start Date     | Day       | Course Times |       | Weeks | Fees   |        |        |
|---|-------------------|----------|----------------|-----------|--------------|-------|-------|--|--------|--------|
|   |                   |          |                |           | Start        | End   |       | Materials/<br>Extra Costs  | Course | Exam   |
| Introduction to IT (Microsoft packages)           | No                | Intro    | 1-Mar-22       | Tue       | 19.00        | 21.00 | 6     | -  | £10    | -      |
| Introduction to IT (Microsoft packages)           | No                | Intro    | 26-Apr-22      | Tue       | 19.00        | 21.00 | 6     | -  | £10    | -      |
| Award in IT Skills                                | No                | Level 1  | 7-Sep-21       | Tue       | 19.00        | 21.30 | 16    | -  | FREE   | -      |
| Award in IT Skills                                | No                | Level 1  | 25-Jan-22      | Tue       | 19.00        | 21.30 | 16    | -  | FREE   | -      |
| PC Maintenance                                    | No                | Level 1  | 8-Sep-21       | Wed       | 19.00        | 21.00 | 32    | -  | FREE   | -      |
| †Level 3 National Diploma in Computer Science     | Yes               | Level 3  | 1-Sep-21       | Mon & Wed | 9.00         | 16.00 | 34    | -  | FREE†  | -      |
| 3D modelling (Solidworks)                         | Yes               | Intro    | Various starts | Fri       | 9.00         | 5.00  | 3     | -  | £150   | -      |
| Project Management Software in Engineering and IT | Yes               | Intro    | Various starts | Fri       | 9.00         | 5.00  | 3     | -  | £150   | -      |
| Spreadsheets (Basic)                              | No                | Intro    | Various starts | Fri       | 9.00         | 12.00 | 3     | -  | £75    | -      |
| Spreadsheets (Advanced)                           | No                | Advanced | Various starts | Fri       | 9.00         | 12.00 | 3     | -  | £100   | -      |
| 3D Printing                                       | No                | Intro    | Various starts | Fri       | 9.00         | 12.00 | 3     | -  | £100   | -      |
| English   |                   |          |                |           |              |       |       |  |        |        |
| English for Adults - Functional Skills            | Yes               | Level 1  | 6-Sep-21       | Mon       | 13.00        | 15.30 | 15    | -  | FREE   | -      |
| English for Adults - Functional Skills            | Yes               | Level 2  | 7-Sep-21       | Tue       | 9.00         | 12.00 | 15    | -  | FREE   | -      |
| English for Adults - Functional Skills            | Yes               | Level 2  | 9-Sep-21       | Thu       | 13.00        | 15.30 | 15    | -  | FREE   | -      |
| English for Adults - Functional Skills            | Yes               | Level 2  | 9-Sep-21       | Thu       | 18.00        | 21.00 | 15    | -  | FREE   | -      |
| GCSE English                                      | Yes               | Level 2  | 8-Sep-21       | Wed       | 18.00        | 21.00 | 34    | -  | FREE   | -      |
| GCSE English                                      | Yes               | Level 2  | 8-Sep-21       | Wed       | 9.00         | 12.00 | 34    | -  | FREE   | -      |
| GCSE English                                      | Yes               | Level 2  | 8-Sep-21       | Wed       | 13.00        | 16.00 | 34    | -  | FREE   | -      |
| GCSE English                                      | Yes               | Level 2  | 7-Sep-21       | Tue       | 18.00        | 21.00 | 34    | -  | FREE   | -      |
| GCSE English                                      | Yes               | Level 2  | 9-Sep-21       | Thu       | 13.00        | 16.00 | 34    | -  | FREE   | -      |
| Introduction to ESOL                              |                   |          |                |           |              |       |       |  |        |        |
| ESOL Writing Skills                               | Yes               | Intro    | 9-Sep-21       | Thu       | 18.00        | 21.00 | 10    | -  | FREE   | -      |
| ESOL Writing Skills                               | Yes               | Intro    | 13-Jan-22      | Thu       | 18.00        | 20.00 | 10    | -  | FREE   | -      |
| ESOL Writing Skills                               | Yes               | Intro    | 31-Mars -22    | Thu       | 18.00        | 20.00 | 10    | -  | FREE   | -      |
| English for Absolute Beginners                    | Yes               | Intro    | 7-Sep-21       | Tue & Wed | 18.00        | 21.00 | 8     | -  | FREE   | -      |
| English for Absolute Beginners                    | Yes               | Intro    | 9-Nov-21       | Tue & Wed | 18.00        | 21.00 | 8     | -  | FREE   | -      |
| English for Absolute Beginners                    | Yes               | Intro    | 25-Jan-22      | Tue & Wed | 18.00        | 21.00 | 8     | -  | FREE   | -      |
| English for Absolute Beginners                    | Yes               | Intro    | 26-Apr-22      | Tue & Wed | 18.00        | 21.00 | 8     | -  | FREE   | -      |
| ESOL  |                   |          |                |           |              |       |       |  |        |        |
| ESOL Entry One Speaking & Listening               | Yes               | E1       | 9-Sep-21       | Thu       | 18.00        | 21.00 | 15    | Buy one £225 ESOL course and get your second course FREE!<br>Pay for your first ESOL course and then your second course will be free when studied in the same academic year. | £225   | £22.00 |
| ESOL Entry One Writing                            | Yes               | E1       | 9-Sep-21       | Thu       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry One Reading                            | Yes               | E1       | 9-Sep-21       | Thu       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Speaking & Listening               | Yes               | E2       | 7-Sep-21       | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Reading                            | Yes               | E2       | 7-Sep-21       | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Writing                            | Yes               | E2       | 7-Sep-21       | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Three Speaking & Listening             | Yes               | E3       | 8-Sep-21       | Wed       | 18.00        | 21.00 | 15    |  | £300   | £22.00 |
| ESOL Entry Three Reading                          | Yes               | E3       | 8-Sep-21       | Wed       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Three Writing                          | Yes               | E3       | 8-Sep-21       | Wed       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry One Speaking & Listening               | Yes               | E1       | 27-Jan-22      | Thu       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry One Writing                            | Yes               | E1       | 27-Jan-22      | Thu       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry One Reading                            | Yes               | E1       | 27-Jan-22      | Thu       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Speaking & Listening               | Yes               | E2       | 25-Jan-22      | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Reading                            | Yes               | E2       | 25-Jan-22      | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Two Writing                            | Yes               | E2       | 25-Jan-22      | Tue       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Three Speaking & Listening             | Yes               | E3       | 26-Jan-22      | Wed       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Three Reading                          | Yes               | E3       | 26-Jan-22      | Wed       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| ESOL Entry Three Writing                          | Yes               | E3       | 26-Jan-22      | Wed       | 18.00        | 21.00 | 15    |  | £225   | £22.00 |
| Floristry   |                   |          |                |           |              |       |       |  |        |        |
| †Level 2 Certificate in Floristry                 | -                 | Level 2  | 10-Sep-21      | Fri       | 9.30         | 3.00  | 30    | -  | £335†  |        |
| Hair & Beauty                                     |                   |          |                |           |              |       |       |  |        |        |
| Introduction to Nail Techniques                   | No                | Intro    | 6-Sep-21       | Mon       | 9.00         | 12.00 | 6     | -  | £10    | -      |
| Introduction to Nail Techniques                   | No                | Intro    | 10-Jan-22      | Mon       | 9.00         | 12.00 | 6     | -  | £10    | -      |
| Gel Nail Polish Application                       | No                | Intro    | Various starts | Thu       | 9.00         | 12.00 | 2     | -  | £70    | -      |

\*\*Adult Learner Loan Available

\*HE Loan Available

Where **Various** starts are indicated, please contact us for details of dates.

•Students must complete the Award prior to the Certificate

| Course title   | Interview Needed? | Level   | Start Date     | Day      | Course Times |          | Weeks    | Fees                   |          |        |
|--|-------------------|---------|----------------|----------|--------------|----------|----------|------------------------|----------|--------|
|  |                   |         |                |          | Start        | End      |          | Materials/ Extra Costs | Course   | Exam   |
| Semi permanent Eyelashes                             | No                | Intro   | Various starts | Thu      | 9.00         | 12.00    | 4        | -                      | £199     | -      |
| Eyebrows (Waxing, Threading & Tinting)               | No                | Intro   | Various starts | Thu      | 9.00         | 12.00    | 4        | -                      | £120     | -      |
| Wedding and Occasion Hair                            | No                | Intro   | Various starts | Thu      | 9.00         | 12.00    | 4        | -                      | £120     | -      |
| Level 1 Award in Nail Art Application                | No                | Level 1 | 9-Sep-21       | Thu      | 9.00         | 12.00    | 10       | -                      | FREE     | -      |
| Health & Social Care                                 |                   |         |                |          |              |          |          |                        |          |        |
| Introduction to Working in Health & Social Care      | No                | Intro   | 9-Sep-21       | Thu      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Health & Social Care      | No                | Intro   | 4-Nov-21       | Thu      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Health & Social Care      | No                | Intro   | 13-Jan-22      | Thu      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Health & Social Care      | No                | Intro   | 3-Mar-22       | Thu      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Health & Social Care      | No                | Intro   | 28-Apr-22      | Thu      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Italian  |                   |         |                |          |              |          |          |                        |          |        |
| Introduction to Italian - Beginners                  | No                | Intro   | 7-Sep-21       | Tue      | 18.00        | 21.00    | 12       | -                      | £10      | -      |
| Introduction to Italian - Progression                | No                | Intro   | 11-Jan-22      | Tue      | 18.00        | 21.00    | 12       | -                      | £10      | -      |
| Maths  |                   |         |                |          |              |          |          |                        |          |        |
| Maths for Adults - Functional Skills                 | Yes               | Level 1 | 6-Sep-21       | Mon      | 9.30         | 12.00    | 15       | -                      | FREE     | -      |
| Maths for Adults - Functional Skills                 | Yes               | Level 1 | 8-Sep-21       | Wed      | 18.00        | 20.30    | 15       | -                      | FREE     | -      |
| Maths for Adults - Functional Skills                 | Yes               | Level 1 | 9-Sep-21       | Thu      | 9.00         | 12.00    | 15       | -                      | FREE     | -      |
| Maths for Adults - Functional Skills                 | Yes               | Level 2 | 9-Sep-21       | Thu      | 13.00        | 15.30    | 15       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 7-Sep-21       | Tue      | 13.00        | 15.30    | 34       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 7-Sep-21       | Tue      | 9.00         | 12.00    | 34       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 7-Sep-21       | Tue      | 18.00        | 20.30    | 34       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 8-Sep-21       | Wed      | 18.00        | 20.30    | 34       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 9-Sep-21       | Thu      | 14.00        | 16.30    | 34       | -                      | FREE     | -      |
| GCSE Maths   | Yes               | Level 2 | 10-Sep-21      | Fri      | 9.00         | 12.00    | 34       | -                      | FREE     | -      |
| GCSE Maths (Higher Tier)                             | Yes               | Level 2 | 8-Sep-21       | Wed      | 13.00        | 15.00    | 34       | -                      | FREE     | -      |
| Psychology   |                   |         |                |          |              |          |          |                        |          |        |
| Introduction to Child Psychology                     | No                | Intro   | 8-Sep-21       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Child Psychology                     | No                | Intro   | 3-Nov-21       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction To Child Psychology                     | No                | Intro   | 12-Jan-22      | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction To Child Psychology                     | No                | Intro   | 2-Mar-22       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction To Child Psychology                     | No                | Intro   | 27-Apr-22      | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| †Certificate in Psychology                           | Yes               | Level 2 | 8-Sep-21       | Wed      | 9.30         | 12.30    | 16       | -                      | £405†    | -      |
| †Certificate in Psychology                           | Yes               | Level 2 | 26-Jan-22      | Wed      | 9.30         | 12.30    | 16       | -                      | £405†    | -      |
| Biology  |                   |         |                |          |              |          |          |                        |          |        |
| †GCSE Biology  | Yes               | Level 2 | 7-Sep-21       | Tue      | 9.00         | 12.00    | 34       | -                      | £385†    | £37    |
| Study Skills   |                   |         |                |          |              |          |          |                        |          |        |
| †Study Skills for Progression                        | Yes               | Level 2 | 04-Nov-21      | Thu      | 9.30         | 12.30    | 8        | -                      | £150†    | -      |
| †Study Skills for Progression                        | Yes               | Level 2 | 20-Jan-22      | Thu      | 9.30         | 12.30    | 8        | -                      | £150†    | -      |
| †Study Skills for Progression                        | Yes               | Level 2 | 24-Mar-22      | Thu      | 9.30         | 12.30    | 8        | -                      | £150†    | -      |
| †Study Skills for Progression                        | Yes               | Level 2 | 09-Jun-22      | Thu      | 9.30         | 12.30    | 8        | -                      | £150†    | -      |
| Teaching & Teaching Assistants                       |                   |         |                |          |              |          |          |                        |          |        |
| Introduction to Working in Education                 | No                | Intro   | 8-Sep-21       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Education                 | No                | Intro   | 3-Nov-21       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Education                 | No                | Intro   | 12-Jan-22      | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Education                 | No                | Intro   | 2-Mar-22       | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| Introduction to Working in Education                 | No                | Intro   | 27-Apr-22      | Wed      | 18.00        | 21.00    | 6        | -                      | £10      | -      |
| PGCE   | Yes               | Level 7 | 15-Sep-21      | Wed      | 17.00        | 20.00    | 30       | -                      | £3225*   |        |
| Certificate in Education                             | Yes               | Level 5 | 15-Sep-21      | Wed      | 17.00        | 20.00    | 30       | -                      | £3225*   |        |
| Certificate in Assessing Vocational Achievement      | Yes               | Level 3 | 13-Sep-21      | Flexible | Flexible     | Flexible | Variable | -                      | FREE     | -      |
| Certificate in Conducting Internal Quality Assurance | Yes               | Level 4 | 13-Sep-21      | Flexible | Flexible     | Flexible | Variable | -                      | £450     | £58    |
| †Certificate in Coaching and Mentoring               | Yes               | Level 3 | 7-Sep-21       | Tue      | 9.00         | 12.00    | 30       | -                      | £405†    |        |
| Supporting Teaching & Learning in Schools            | Yes               | Level 2 | 6-Sep-21       | Mon      | 9.30         | 13.00    | 32       | -                      | £665     | £96.00 |
| Cert in Supporting Teaching & Learning in Schools    | Yes               | Level 3 | 8-Sep-21       | Wed      | 10.00        | 13.00    | 32       | -                      | £1,417** | £115   |
| Travel   |                   |         |                |          |              |          |          |                        |          |        |
| †Level 2 Certificate in Cabin Crew                   | No                | Level 2 | 11-Nov-21      | Thu      | 9.30         | 13.30    | 26       | -                      | £470†    | -      |



## Free Online Courses

**This year we have even more of our exciting online courses to choose from, completed from home in your own time and completely free of charge!**

Gain nationally recognised qualifications, help to improve your career prospects and employability or just expand your knowledge in a subject that really interests you.

There are a really wide range of courses to choose from so if you have already completed one, why not now either progress to the next level or try something new!

The courses are open to everyone and just require an internet connection, although we do recommend that you have access to a computer or laptop to complete the assessments.

It's up to you how much time you spend as you'll be working at your own pace, but we suggest you look at committing around a few hours a week for levels 1 and 2 and a little more for the level 3 courses.

They are all free of charge, but there are some terms and conditions, so for full details and how to apply, visit [www.southport.ac.uk/adultlearners/free-online-courses](http://www.southport.ac.uk/adultlearners/free-online-courses)

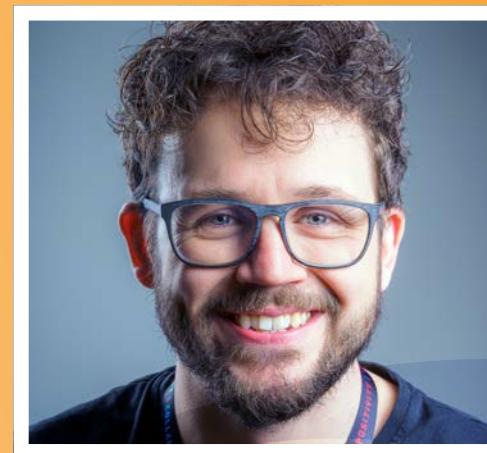
| Course title  |            |
|---|------------|
| <b>Level 1 Courses<br/>up to 10 hours of independent learning</b> |            |
| Award in Awareness of Social Media & Online Safety                | <b>NEW</b> |
| Award in Citizenship  | <b>NEW</b> |
| Award in Environmental Sustainability                             | <b>NEW</b> |
| Award in Infection Control and Prevention                         |            |
| Award in Internet Safety for IT Users                             |            |
| Award in Managing Personal Finance                                |            |
| Award in Mental Health & Well-Being                               |            |
| Award in Understanding an Inclusive Environment                   | <b>NEW</b> |
| Award in Understanding Safeguarding for Work, Education and Life  |            |
| Equality and Diversity  | <b>NEW</b> |
| Health and Safety   |            |
| Healthy Living  |            |
| Understanding Employment, Business and Enterprise                 |            |
| <b>Level 2 Courses<br/>up to 50 hours of independent learning</b> |            |
| Award in Food Safety in Catering                                  | <b>NEW</b> |
| Awareness of mental health problems                               |            |
| Business and Administration                                       |            |
| Care and Management of Diabetes                                   | <b>NEW</b> |
| Certificate in Cleaning Principles                                | <b>NEW</b> |
| Certificate in Mental Health First Aid and Mental Health Advocacy | <b>NEW</b> |
| Certificate in adverse childhood experiences                      | <b>NEW</b> |
| Certificate in Creating a Business Start-Up                       |            |
| Certificate in Data Protection and Data Security                  | <b>NEW</b> |
| Certificate in Digital Skills for Work                            | <b>NEW</b> |
| Certificate in Improving Personal Exercise, Health & Nutrition    | <b>NEW</b> |
| Certificate in LGBT inclusion in the workplace                    | <b>NEW</b> |
| Certificate in Technology Enabled Care                            | <b>NEW</b> |
| Certificate in Understanding domestic abuse                       | <b>NEW</b> |
| Certificate in Understanding Nutrition & Health                   | <b>NEW</b> |

| Course title   |            |
|--|------------|
| Certificate in Understanding Workplace Violence & Harrassment      | <b>NEW</b> |
| Common Health conditions   |            |
| Counselling Skills   |            |
| Customer Service for Health and Social Care Settings               | <b>NEW</b> |
| Dementia Care  |            |
| Dignity and Safeguarding   |            |
| Equality and Diversity   |            |
| Falls Prevention Awareness   | <b>NEW</b> |
| Infection Control  |            |
| Information Advice & Guidance                                      |            |
| Introducing Caring for Children and Young people                   | <b>NEW</b> |
| Preparing to work in Adult Social Care                             |            |
| Principles of Care Planning  |            |
| Principles of End of Life Care                                     |            |
| Principles of working with individuals with learning difficulties  |            |
| Retail Operation   |            |
| Safe handling of medication in Health and Social Care              |            |
| Team Leading   |            |
| Understanding Autism   |            |
| Understanding Behaviour that Challenges                            |            |
| Understanding Children and Young People's mental health            |            |
| Understanding Excellence in Customer Service for Hospitality       |            |
| Understanding Safeguarding and Prevent                             |            |
| <b>Level 3 Courses<br/>up to 100 hours of independent learning</b> |            |
| Certificate in preparing to work in Adult Social Care              |            |
| Certificate in principles of End of Life Care                      |            |
| Certificate in Understanding Autism                                |            |
| Certificate in Understanding Mental Health                         |            |
| Level 3 Diploma In Leadership & Management                         |            |
| Level 3 Diploma in Early Years Workforce                           |            |



### Lydia Haram Awareness of Mental Health Problems

Studying this course really opened my eyes to some key issues surrounding mental health. Becoming aware of causes has allowed me to better understand and empathise with the young people that I work with on a daily basis. It has helped me to become even better at my job, enriched my work experience and helped me to support young people during difficult times.



### Gary Dicker, Team Leadership

Having been in my job for several years, I'd gained lots of experience, but wanted to improve my prospects of climbing the career ladder. The natural progression would be into managerial roles and this course is brilliant for teaching you some very important principles and things to consider. The course fitted in easily around my job, taking only a few hours a week as and when I chose.



**If you are keen to study for a HND or Degree, but need more qualifications first, starting an Access to Higher Education course with us this September is the perfect solution.**

There are 7 different Access Courses to choose from depending on the Degree subject you are looking to progress on to, including our brand new Access to Policing Course and each one combines subject specific knowledge with preparation for undergraduate study.

Study with us and you'll earn a full Level 3 qualification equivalent to 3 A Levels in just 10 months and benefit from small class sizes, highly experienced tutors and lots of friendly academic and pastoral support.

You can apply for an advanced learner loan to cover the cost of the course (which is then wiped once you graduate from university).

There are free travel passes and up to 2 days a week free child care available for students too. (NB these are means tested).

Our Access students progress on to numerous highly competitive degree programmes and we'd be delighted to help you too!

**There are still a few places left for this September, so visit [www.southport.ac.uk/adultlearners/subjects-and-courses/access-to-he](http://www.southport.ac.uk/adultlearners/subjects-and-courses/access-to-he) or for more information, call our friendly guidance team on 01704 392704.**

## Choose from Access to:

- **Midwifery and Health Professions Diploma**
- **Nursing and Health Professions Diploma**
- **Business and Computing Diploma**
- **Science and Allied Medical Professions Diploma**
- **Social Science Diploma**
- **Policing Diploma (New for 2021)**
- **Education and Social Science Diploma**

## Access courses@Southport College

Courses run from September 2021 to June 2022, 2 days a week, 9.15-5.00pm.

The cost of the courses range from £3,022 to £3,384. This cost can be covered by an Adult Learner Loan, which is written off when you progress to University and graduate from your course.

**Ever thought of retraining to become a Nurse, Paramedic, or Physiotherapist?**

**Our Access to Nursing and Health Professions Diploma is the perfect pathway.**

**Megan Thomas**

Studied:  
Access to Nursing  
and Health Professions  
Diploma at  
Southport College

Now Studying:  
BA (Hons) Adult Nursing  
at University of Liverpool





# Southport College University Centre

Study locally and combine the degree you've always dreamed of with work and family life!

## Why you should choose Southport College University Centre

If you are thinking of studying for a Degree or HND, then you need look no further than Southport College University Centre. Our newly refurbished dedicated HE campus offers excellent facilities right in the heart of Southport Town Centre.

We have partnered with both UCLan and The University of Cumbria, so you can achieve a full honours degree through a prestigious awarding body; and all our tutors are industry practiced, highly qualified professionals, as well as being really friendly and supportive, so they'll ensure you achieve fantastic results.

We offer smaller class sizes and more contact time with tutors than traditional universities, plus many of our courses offer compressed hours, so you can easily combine studying with work or a family.

What's more, our fees are substantially lower, saving you on average around £3000 a year!

Your guide to all our courses for Adults

We offer a range of subjects, including:

### LEVEL 4

- Art and Design Foundation Studies
- HNC Engineering

### LEVEL 5

- HND Film and TV Production
- HND Games Design
- HND Graphic Design
- HND International Travel and Tourism Management
- HND Performing Arts
- HND Photography

- Foundation Degree Business Management
- Foundation Degree Working with Children and Families
- Foundation Degree Computing and IT
- Foundation Degree Criminology and Social Science
- Foundation Degree in Forensic Science
- Foundation Degree in Health and Social Care

### LEVEL 6

- BA (Hons) Business Management (NEW)
- BSc (Hons) Computing and IT
- BA (Hons) Criminology and Social Science
- BSc (Hons) Health and Social Care
- BA (Hons) Working with Children and Families

### LEVEL 6 AND 7

- Certificate in Education/PGCE

For further details please visit:

[www.southport.ac.uk/universitycentre](http://www.southport.ac.uk/universitycentre)



SOUTHPORT COLLEGE  
UNIVERSITY CENTRE





# The following Liverpool City region residents are exempt from paying relevant course fees where the course is marked †

The exemption applies to the course and exam fees. Materials charges are still payable. You must bring proof of your entitlement when enrolling.



| If you are...   | Evidence Required   |
|---|---|
| Aged 16, 17 or 18 Years Old   | Birth Certificate, Passport, Driving Licence or Travel Pass   |
| Aged 19 – 23 enrolling on an Entry Level or Level One Qualification if not qualified at Level 2                                   | Self-Certification document to be signed at the point of enrolment  |
| Aged 19 – 23 enrolling on a First Full Level 2 Qualification  | Self-Certification document to be signed at the point of enrolment  |
| Aged 19 – 23 enrolling on a first full Level 3 Qualification  | Self-Certification document to be signed at the point of enrolment  |
| Employed, but with an annual income of less than £16009.50 and on an eligible course.   | A pay slip within 3 months of the learning start date, or a current employment contract which states gross monthly/annual wages.                              |
| Registered unemployed and in receipt of Income Based Job Seekers Allowance  | Job Centre Plus Letter, displaying NI Number and Self Certification document to be signed at the point of enrolment   |
| Registered unemployed and in receipt of Employment and Support Allowance (Work Related Activity Group only)                       | Current letter authorised by the Job Centre showing receipt of W.R.A.G. contributions and NI Number and Self Certification document to be signed at enrolment |
| In receipt of Carer's Allowance (20% discount on course fees only – not fee exempt)   | Current Letter from Department of Work and Pensions   |
| Registered unemployed and your partner is claiming Working Family Tax Credit  | Current Letter from Department of Work and Pensions showing zero for student earnings and displaying NI number  |
| Registered unemployed and in receipt of Income Support  | Current Letter from Department of Work and Pensions displaying NI number  |
| Registered unemployed and in receipt of Housing/Council Tax Benefit   | Current Letter from Department of Work and Pensions displaying NI number  |
| Aged 24+ and studying first English & maths qualification up to and including Level 2   | Self-Certification document to be signed at the point of enrolment  |
| Aged 19+ learners without a full Level 3 or above accessing a qualification on the Level 3 adult offer qualifications list †      | Self-Certification document to be signed at the point of enrolment  |
| Aged 24+ Studying an Essential Digital skills qualifications up to & including Level 1 from qualifications list †                 | Self-Certification document to be signed at the point of enrolment  |
| Qualifications up to and including Level 2, where the learner has already achieved a first full Level 2, or above for age 24+     | Current Letter from Department of Work and Pensions displaying NI number  |
| Qualifications up to and including Level 2, where the learner has NOT already achieved a first full Level 2, or above for age 24+ | Current Letter from Department of Work and Pensions displaying NI number  |
| Aged 24+ and enrolling on a Level 2 course  | Current Letter from Department of Work and Pensions displaying NI number  |
| Aged 24+ and studying to progress to Level 2  | Current Letter from Department of Work and Pensions displaying NI number  |
| Aged 24+ and studying an ESOL course up to Level 2  | Current Letter from Department of Work and Pensions displaying NI number  |

## Terms and conditions

- All proof of entitlement must be current at the time of enrolment.
- All students over 18 pay their exam fees in full at the time of enrolment unless eligible for fee remission.
- You have the right to cancel your enrolment and receive a full refund of any fees paid if we receive written notice up to seven working days from the day after that of your enrolment. However, if after commencement of the course you wish to withdraw and receive a refund this may only be granted on production of a medical certificate.
- A refund of fees will be given if a class is closed by Southport College.
- Students not wishing to sit an exam on an exam-assessed course will be charged a non-subsidised fee of £100 (in addition to course/material fees).
- You must enrol on a course prior to its commencement during an enrolment period. Southport College reserves the right to withdraw or amend courses, entry requirements, fees and details included in this publication.

- Courses are offered subject to viability of group size, minimum and maximum numbers, as defined by the College and acceptance onto a course is at the discretion of Southport College.
- Course closures are usually notified before, or at the time of the first class. Refund cheques will be forwarded as soon as possible upon the unfortunate closure of a course.
- All Southport College students are subject to the College's policies and procedures.
- Southport College operates a Safeguarding Children and Vulnerable Adults Policy.
- Other terms and conditions may apply.

### Disclosure and Barring Service (DBS) Checks

- Courses that include an element of working with children or vulnerable adults require students to undertake a Disclosure and Barring Service (DBS) check. The DBS check is compulsory and you will be required to pay the fee which is currently £40 per person.

### Kit and uniforms

- Some courses require the purchasing of an appropriate kit and uniform. You will be advised of the ordering process and prices prior to the start of the course.

### Material Fees/Additional Costs

- Some of our courses require an additional charge for materials or additional costs payable at the time of enrolment. These charges cover the cost of materials provided by the College for use as part of your course, or cover necessary administration fees enabling you to commence and complete the course.

### Important details

- Information is correct at the time of going to press. Every effort is made to ensure accuracy. This publication supersedes any other publication or advertisement promoting these courses. Southport College reserves the right to amend course details and fees.