



ENROLMENT AND FEES

You can enrol for all courses from Monday 24- Friday 28 April 2017 9am – 4pm Skelmersdale Campus, College Way, Skelmersdale, WN8 6LH.

TELEPHONE ENROLMENTS

Telephone enrolments are available for FREE courses and full fee payers only (Full Cost). You will need to use a credit or debit card to complete the payment and sign a college Learner Agreement at the first session. **To enrol by telephone please call: 01695 52306/01695 52310 /01695 52476. Lines are open 10am-3pm, Monday-Friday.**

FREE AND REDUCED COST STUDY

The fee for each course is listed. You may receive free or discounted study if you meet certain criteria, please call us on **01695 52300** to find out more. If you do not meet the criteria you may still be eligible for discounts.

- Courses marked as **FULL COST** - full fee is payable. To find out more about fees or fee remission, please contact the **Student Services on 01695 52300.**

PROOF TO BRING WITH YOU TO ENROLMENT

Identification: The Learner Records Service requires learners to verify their identity at enrolment, therefore when enrolling for your course you will need to bring original copies of one of the following documents with you.

Your current West Lancashire College Student ID Card or:

- Passport
- Photo driving licence
- Armed Forces service ID
- National Insurance Card
- Certificate of Entitlement to Funding
- Bank Credit/Debit Card

Campus Addresses: Skelmersdale Campus, College Way, Skelmersdale WN8 6LH : West Lancashire Construction Academy (WLCA), Glebe Road, Gillibrands, Skelmersdale WN8 9JP.

DISCLAIMER

Every effort is made to ensure that the information contained in this guide is correct at the time of publication. We reserve the right however, to make alterations or amendments to the details contained in this guide. Courses will operate subject to sufficient numbers.

OUR COURSES

This course listing is a guide only. For additional information including fees, days and times, please contact Course Enquiries on **01695 52300** or visit www.westlancs.ac.uk/courses/adults

Course	Day	Time	Duration	Tuition Fee	Location	Start Date
ASSESSOR AWARDS						
Assessing Competence in the Work Environment Award Level 3 VTCT FULL COST	Flexible	Flexible	54 hrs	£300	Workplace	Flexible
Assessing Vocational Achievement Certificate Level 3 VTCT FULL COST	Flexible	Flexible	84 hrs	£450	Workplace	Flexible
Assessing Vocationally Related Achievement Award Level 3 VTCT FULL COST	Flexible	Flexible	54 hrs	£450	Workplace	Flexible
Internal Quality Assurance of Assessment Processes and Practice Award Level 4 VTCT FULL COST	Flexible	Flexible	90 hrs	£450	Workplace	Flexible
BEAUTY						
Body Spray Tanning FULL COST	Thur	9.30am-12.30pm	1 day	£50	Skelmersdale Campus	27/04/2017
Party Lashes FULL COST	Thur	9.30am-12.30pm	1 day	£40	Skelmersdale Campus	27/04/2017
Semi-permanent Eyelashes FULL COST	Thur	9.30am-4.30pm	1 day	£200	Skelmersdale Campus	04/05/2017

Course	Day	Time	Duration	Tuition Fee	Location	Start Date
BUSINESS MANAGEMENT						
Business Improvement Techniques Level 2 FULL COST	Flexible	Flexible	Flexible	£730	Skelmersdale Campus	24/04/2017
Leadership & Management Level 3 Award ILM FULL COST	Flexible	Flexible	Flexible	£540	Skelmersdale Campus	24/04/2017
Leadership & Management Level 3 Certificate ILM FULL COST	Flexible	Flexible	Flexible	£850	Skelmersdale Campus	15/05/2017
Leadership & Management Level 3 Diploma ILM FULL COST	Flexible	Flexible	Flexible	£1,400	Skelmersdale Campus	12/06/2017
CATERING						
Introduction to Healthy Eating (Diet & Nutrition)	Tue	7pm-9pm	4 wks	FREE	Skelmersdale Campus	02/05/2017
Introduction to Bread Making	Tue	7pm-9pm	4 wks	FREE	Skelmersdale Campus	06/06/2017
DRIVING GOODS VEHICLES						
Driving Goods Vehicles Level 2 FULL COST	Flexible	Flexible	Flexible	£500	Workplace	24/04/2017
Driving Goods Vehicles Level 3 FULL COST	Flexible	Flexible	Flexible	£550	Workplace	24/04/2017
ENGLISH						
Functional English	Various	Various	Flexible	FREE	Skelmersdale Campus	Call for Details
Introduction to English for Speakers of Other Languages	Mon	10am-12 noon	6 wks	FREE	Skelmersdale Campus	08/05/2017
FIRST AID						
Emergency First Aid at Work FULL COST	Wed	9.30am-4pm	1 day	£100	Skelmersdale Campus	Flexible
Paediatric First Aid FULL COST	Fri	9.30am-4pm	2 days	£120	Skelmersdale Campus	05/05/2017
Requalification First Aid FULL COST	Tue/Wed	9.30am - 4pm	2 days	£150	Skelmersdale Campus	16&17/05/2017
HEALTH & SAFETY						
NEBOSH General Certificate FULL COST	Tue/Wed	6pm-9pm	15 wks	£995	Skelmersdale Campus	Call for Details
HOLISTICS						
Introduction to Indian Head Massage	Tue	6pm-9pm	1 day	FREE	Skelmersdale Campus	02/05/2017
IT & COMPUTING						
Develop your Online Skills	Tue	7pm-9pm	6 wks	FREE	Skelmersdale Campus	02/05/2017
MAKE-UP						
Basic Make-up FULL COST	Tue	6pm-9pm	1 day	£65	Skelmersdale Campus	09/05/2017
Make-up (Fashion) Level 2 Award (including FREE Make-up Kit & Uniform)	Wed	6pm-9pm	8 wks	£245	Skelmersdale Campus	10/05/2017
MATHS						
Functional Maths	Various	Various	Flexible	FREE	Skelmersdale Campus	Call for Details
NAILS						
Gel Polish Nails FULL COST	Tue	5.30pm-8.30pm	1 day	£40	Skelmersdale Campus	25/04/2017
PLASTERING						
Introduction to Plastering	Tue	6pm-9pm	6 wks	FREE	WLCA	02/05/2017
PRINCE'S TRUST						
Prince's Trust Skelmersdale IE	Full Time	Full Time	12 wks	FREE	Skelmersdale Campus	24/04/2017
Prince's Trust Ormskirk IE	Full Time	Full Time	12 wks	FREE	Ormskirk Civic Hall	08/05/2017
Prince's Trust Southport IE	Full Time	Full Time	12 wks	FREE	Southport Parent 2000	08/05/2017
TEACHING						
Education & Training Award Level 3 - FULL COST	Wed	6pm-9pm	12 wks	£350	Skelmersdale Campus	19/04/2017
WAREHOUSING						
Warehousing and Storage Skills Certificate Level 2 FULL COST	Flexible	Flexible	Flexible	£650	Workplace	26/04/2017 03/05/2017

APPRENTICESHIPS

The benefits of Apprenticeships are becoming increasingly obvious to more and more businesses. It's a fact that Apprenticeships develop a motivated, skilled and qualified workforce.

This January why not choose an Apprenticeship in partnership with West Lancashire College.

Are you already Employed and would like to undertake training in your workplace?

Our Apprenticeship Team will work with you and your employer to organise your training.



Are you unemployed and looking for an Apprenticeship?

Our Apprenticeship Team will work with you to secure an employer. Help is available with Job Search, Career Coach, Interview Techniques and CV Writing.

Are you an employer looking to recruit an Apprentice?

We can help you to attract new talent, recruit to your vacancy and develop a motivated, skilled and qualified workforce.

Call our Apprenticeship Team today 01695 52300 to find out more.

PROFESSIONAL COURSES

We offer a variety of professional courses working closely with accredited institutions. Whether you want to progress in your career or are thinking about a career change, we can provide you with the support and expert tuition you need to succeed on the course. Invest in yourself and start a professional course this September at West Lancashire College.

WHY CHOOSE

PROFESSIONAL COURSES

AT WEST LANCASHIRE COLLEGE?

- Affordable course prices
- State-of-the-art facilities on campus
- Great links with employers
- Small class sizes
- Support and guidance
- Central location and free car parking



For further details on Professional Courses please contact Course Enquiries: 01695 52300.

COURSES INCLUDE:

- AAT Accounting Level 2 and 3
- Leadership and Management Level 3 Award ILM
- Leadership and Management Level 3 Certificate ILM
- Leadership and Management Level 3 Diploma ILM
- Driving Goods Vehicles Level 2
- Driving Goods Vehicles Level 3
- Paediatric First Aid
- Emergency First Aid at Work
- NEBOSH General Certificate
- OSAT (On Site Assessment and Training).

