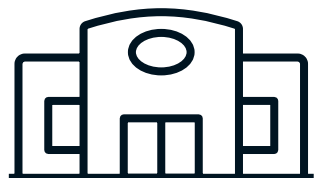


# ON COURSE TO BE WHO YOU WANT TO BE

## PART-TIME COURSE GUIDE AUTUMN 2021

# WHY CHOOSE US?



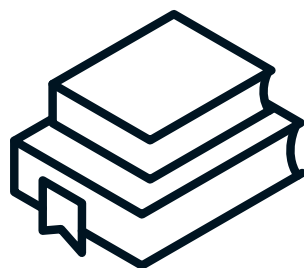
**10 buildings with specialist facilities**



**Online and blended-learning**



**10 minute walk to city-centre**



**Over 80 part-time courses to choose from**



**Award-winning support\***



**Over 500 adult learners chose Newcastle College in 2019**

\*Newcastle College was awarded the coveted title of "Best Support for Learners" at the 2017 Times Educational Supplement (TES) Further Education Awards.

## WELCOME

It's never too late to change career, develop new skills or start your own business. Our part-time courses are designed to help you achieve your ambitions and give you the flexibility to study alongside your existing commitments.

This guide will give you an introduction to our courses and the support services available to you as a Newcastle College student.

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# ONLINE AND CAMPUS LEARNING

We understand that your time is precious and right now, safety is everyone's biggest priority. We deliver a wide-variety of part-time courses that you can study online, allowing you the freedom to fit your study around your existing commitments. We also offer blended campus learning, delivered through a mix of online and on-campus teaching. This means you get the added benefit of spending time with your tutors and classmates, learning in our specialist facilities in the safest way possible.

## Virtual demonstrations and lectures

We use Microsoft Teams and Stream, where you can watch lectures online and collaborate with your classmates.

## One-to-one support

You can keep in touch with your tutor and our award-winning support team through Microsoft Teams video calls and online chats.

## Assessment

Depending on your course, you will be assessed in a variety of ways. Rather than worrying about exams, our assessment methods often include written work, completing a reflective portfolio and observing your practical work. You can keep track of your course progress through Moodle, your dedicated online learning account.

# SUPPORT WHILE YOU STUDY



At Newcastle College, we don't believe in huge, anonymous classes. Instead, we favour plenty of individual attention and offer one-to-one support.

Our award-winning support team are here to help you reach your full potential. Whether you need assistive technology, career advice, support with your well-being or would benefit from a little extra assistance in the classroom - we're here to help!

## Our services for students include:

- Career advice
- Course advice
- Counselling
- Financial and funding advice
- Mental health and well-being
- Pastoral support
- Support with personal issues
- Specialised support for learning and physical disabilities

For more information, please call **0191 200 4000** or email [enquiries@ncl-coll.ac.uk](mailto:enquiries@ncl-coll.ac.uk)



# HOW TO FUND YOUR STUDIES

- Depending on your circumstances you may be eligible for free or discounted study.
- If you are unemployed, or in receipt of benefits, you may be eligible for free tuition.
- If you are employed and earning less than £15,736.50, you may be eligible for free tuition on Level 1 and Level 2 courses.
- If you are employed and earning between £15,736.50 and £21,000, you may be eligible for a fee reduction on Level 1 and Level 2 courses.

## ADVANCED LEARNER LOAN

A loan scheme is available from the government to help learners aged 19+ studying Level 3 to 6 further education/professional qualifications (excluding degrees). The amount you will get depends on the type of course you take and the course fees.

For more information, please call 0191 200 4000 or email [enquiries@ncl-coll.ac.uk](mailto:enquiries@ncl-coll.ac.uk)

# HOW DO I APPLY?

To apply for a course simply head online to [ncl-coll.ac.uk](https://ncl-coll.ac.uk) and search for the course you're interested in. Once you've found your course you can make your application online in a matter of minutes.

Apply here [ncl-coll.ac.uk/apply](https://ncl-coll.ac.uk/apply)

# VIRTUAL OPEN EVENTS

If you want to discover your options then why not sign-up to one of our Virtual Enrolment Events?

You can talk to tutors from all subject areas, explore our campus, find out about the range of study methods and finance you may be eligible for and enrol on the course you're interested in!

## Upcoming events

WED	MAR 03 4.30PM – 7PM	THUR	APR 01 4.30PM – 7PM
WED	MAY 05 4.30PM – 7PM	WED	JUN 09 4.30PM – 7PM
SAT	JUN 26 9.30AM – 12.30PM	WED	JUL 07 4.30PM – 7PM

AT OUR EVENTS WE'LL  
HELP YOU MAKE YOUR  
APPLICATION!

SIGN-UP HERE [WWW.NCL-COLL.AC.UK/EVENTS](https://www.ncl-coll.ac.uk/events)



# Get back into work

**Our employability courses are perfect if you're looking to get back into work or you want some guidance to progress in your career.**

Perhaps you want to improve your English, maths or IT skills. Or, maybe you need help with CV writing and job interviews. Whatever it is, we're here for you!

Courses are free if you are unemployed or receiving benefits. If you are employed, you may be eligible for financial support.



## ACCESS TO HIGHER EDUCATION

If you want to study a degree, but don't have the qualifications you need to get there just yet, don't worry. Access to Higher Education courses are designed to help you develop the skills and knowledge you need to progress onto a degree and the next stage of your professional career.

We offer a number of pathways from business to education, nursing and midwifery to science so there is bound to be the right course for you.



# English maths science+

We have a range of options to help you get you gain basic English, maths and biology qualifications. These courses are perfect if you didn't get the GCSE results you expected or if you want to refresh your existing skills.

# ESOL

If English is not your first language, an ESOL course (English Speakers of Other Languages) can help improve your speaking, reading, writing and listening skills.

# ART AND DESIGN

Have you been inspired by The Great Pottery Throw Down? Would you like to try your hand on a creative course?


A part-time ceramics course is the perfect place for you to get started. Suitable for both beginners and more experienced potters, you can explore a range of different decorating and making techniques. You may even have the opportunity to display your work to the public in our gallery or online exhibitions.





# BUSINESS

Our business courses are designed to help you gain specialist industry accreditation to advance or change direction at work. We offer a number of accredited courses which include awards from The Chartered Institute of Marketing (CIM), PRINCE2®, ILM, CIPD and CILEx.



# CONSTRUCTION AND ENGINEERING

Our construction and engineering courses are specially designed to help you develop your practical skills and gain essential accreditation to work in the construction and rail industries. You will have access to large workshops which replicate real-working environments to develop the skills you need for industry.





# FOOD AND COOKERY

Join our award-winning hospitality team for a series of online cook-a-longs and masterclasses. We will introduce you to the basics of patisserie, confectionary and cooking and show you how to create delicious recipes that all of the family can enjoy.



# HEALTH AND SOCIAL CARE

Our health and social courses are the ideal stepping stone to a whole host of rewarding careers such as nursing, midwifery, social work counselling and more.

Our courses are also perfect if you want to improve your understanding of mental health, autism and well-being.



# SPORT

You might already be working in the health and fitness sector but want to get qualified for that all-important promotion. Or perhaps you are looking to retrain and turn a hobby into a brand-new career. Our courses will help you get started.

# TEACHING

Interested in teaching English as a Foreign Language? Perhaps you'd like to get a taste of what it's like to teach before committing to a full-time qualification?

A part-time teaching course at Newcastle College is the perfect option for you.

Whether you want to teach English abroad, invigilate exams or begin a lifelong career in Education, we have a course to get you started.



# Apprenticeships

Apprenticeships give you the best of both worlds – you gain a qualification and get a head start on your chosen career. You'll become an employee and continue your studies, providing you with the ultimate combination of learning, earning and experience.

## WHY NEWCASTLE COLLEGE?

We're a big believer in hard work, and our apprentices have gone on to have successful careers in a whole host of industries. We'd love to help you get there too.

### Apprenticeship areas include:

- Automotive and engineering
- Construction
- Business
- Public services
- Hospitality, fitness and beauty
- IT and technology
- Science



**80%** of your time will be spent on on-the-job training

**90%** of apprentices currently go into work or further training

## > HOW DO I APPLY?

There are many ways to start your apprenticeship journey with us. You can head to our website [newcastlecollege.co.uk/apprenticeships](http://newcastlecollege.co.uk/apprenticeships) and fill out an enquiry form and our team will get back to you to discuss your options.

You'll then be invited in for a First Stage Interview. Our Learner Engagement team will support you through a practice interview, help you submit an application and give you advice to help you secure that dream job.

CALL US: 0191 200 4781

EMAIL US: [APPRENTICESHIPS@NCL-COLL.AC.UK](mailto:APPRENTICESHIPS@NCL-COLL.AC.UK)

# USEFUL INFORMATION

## What documents do I need at enrolment?

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 your qualification certificates and one of the following documents with you:

- Passport
- Photo Driving Licence
- Armed Forces Service ID
- National Insurance Card/Letter
- Certificate of Entitlement to Funding
- Bank Credit/Debit Card
- Your Newcastle College Student ID Card.

If you are paying for your course with an Advanced Learner Loan we will need a copy of your entitlement letter from the Student Loan Company before we complete your enrolment.

## Central Support Service

If you have a learning difficulty and/or disability our Central Support Team can help you access support including assistive technology.

Please contact the Central Support Service on **0191 200 4189**, or email [css@ncl-coll.ac.uk](mailto:css@ncl-coll.ac.uk)

## Safeguarding

We are committed to safeguarding and ensuring all learners experience a secure, safe and welcoming environment in which they can fulfil their potential. Specific policies and procedures are in place to safeguard young people and vulnerable adults; these are robust and are reviewed regularly. Procedures are in place to take all reasonable measures to ensure risk is minimised and appropriate action is taken to address any welfare concerns.

Newcastle College welcomes diversity in its student population – valuing differences in age, race, religion or belief, disability, sex, sexual orientation, gender reassignment, marriage and civil partnership and pregnancy and maternity.

Please discuss your support needs with us and we will make every reasonable effort to make adjustments to help you succeed.

This guide and other course information is available in alternative formats and large print.



## Disclaimer

Newcastle College will take all reasonable steps to provide the educational services and courses as described in this prospectus and in further documents. However, it does not guarantee the provision of such services. The provision of courses is dependent on there being sufficient demand to make their operation viable. At the time of publication (Aug 2019) all course titles and information were correct.



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