Accrington & Rossendale College Presents

FRESH START

Full and part-time courses for all ages
# Course guide

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Please note, fees listed are as a guide only and depending on your personal circumstances you may be eligible for fee remission. Meaning the course could be FREE! Please contact the Student Finance Team on 01254 354 042.

# General info

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The details in this course guide were correct at the time of print. The college however, reserves the right to alter the information contained in this publication at any time. Classes will run subject to sufficient student numbers, please check with our staff if you want to be sure that a programme is running or a specific facility is in operation. Please call the College’s main reception with any enquiries you may have on 01254 389 933. Accrington & Rossendale College (AccRoss) exists to provide high quality education and training to the widest range of local people.
Aged 24 or over and thinking about further education?

All students aged 24+ and studying on a Level 3 qualification or above are now required to pay course fees, but a loan is available. To qualify for a loan you need to be:

- Aged 24 or over on the first day of your course
- A resident in the UK for three years prior to the start of your course
- Enrolling on a course at Level 3 or above, such as Access to Higher Education, Diplomas and Certificates.

Key facts about 24+ Advanced Learning Loan repayments

- Repayment will only start when you have finished your qualification and you are earning more than £21,000 per year
- Repayment of loans is through the tax system; first repayments will commence in April 2016 in line with changes to HE repayments
- Repayments are at 9% of income above £21,000 - irrespective of the amount of the loan you have taken out
- Interest rates are variable based on income up to a maximum of RPI+3% for incomes above £41,000
- Outstanding loan balances will be written off after 30 years.

Example monthly repayment amounts, income each year before tax:

<table>
<thead>
<tr>
<th>Annual income</th>
<th>Monthly repayments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to £21,000</td>
<td>£0</td>
</tr>
<tr>
<td>£22,000</td>
<td>£7</td>
</tr>
<tr>
<td>£25,000</td>
<td>£30</td>
</tr>
<tr>
<td>£30,000</td>
<td>£67</td>
</tr>
<tr>
<td>£35,000</td>
<td>£105</td>
</tr>
<tr>
<td>£40,000</td>
<td>£142</td>
</tr>
</tbody>
</table>

- These repayments will be linked to your earnings rather than the loan amount, so regardless of how much you owe, the payments will be the same.
- If your annual earnings fall below £21,000 repayments will stop, and only re-start when earnings increase to more than £21,000 a year.

Please contact the Student Services Team on the number below for any more details or queries you have:

T: 01254 354 197
E: studentadmin@accross.ac.uk
W: www.accross.ac.uk/24-loans.html

A 24+ Advanced Learning Loan can help you to:

- Retrain
- Boost your career prospects
- Refresh your industry skills
- Progress to higher education
## Access to Higher Education

### Access to HE, Engineering & Technology Diploma - Level 3
- Full-time course
- Starting 15/09/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Access to HE, Health & Social Care Professions Diploma - Level 3
- Full-time course
- Starting 15/09/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

## Accounting & Finance

### AAT Accounting Award - Level 1
- Part-time course
- Starting 16/09/14, 14/01/15, 26/02/15 & 18/03/15
- 9:30am - 3pm
- Course fee is £260

Venue: Broad Oak Campus, Accrington and other community venues

### AAT Accounting Diploma - Level 3
- Part-time course (day, evening and fast-track)
- Starting 02/09/14, 03/09/14, 06/01/15 & 13/01/15
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### AAT Accounting Certificate - Intermediate Apprenticeship (Level 2)
- Part-time course
- Please contact us for start dates

Venue: Work based learning & college attendance

### AAT Accounting Certificate - Higher Apprenticeship (Level 4)
- Part-time course
- Please contact us for start dates
- Employer contribution £350

Venue: Work based learning & college attendance

### AAT Book Keeping Award - Level 1
- Part-time course
- Starting 18/11/14
- Tuesday 9:30am - 3pm
- Course fee is £260

Venue: Broad Oak Campus, Accrington and other community venues

### AAT Book Keeping Certificate - Level 2
- Part-time course (day and evening)
- Starting 15/09/14 & 18/09/14
- Course fee is £250

Venue: Broad Oak Campus, Accrington

### AAT Computerised Accounting Award - Level 1
- Part-time course
- Starting 10/03/15
- Tuesday 9:30am - 3pm
- Course fee is £260

Venue: Broad Oak Campus, Accrington

### AAT Computerised Accounting Award - Level 2
- Part-time course (day and evening)
- Starting 12/01/15 & 15/01/15
- Course fee is £250

Venue: Broad Oak Campus, Accrington
### Administration, Business & Management

#### Business & Administration Award - Level 1
- Full-time course
- Various dates throughout 2014/15
- Course fee is £75 (FREE of charge to 16 - 18 year olds and adults on qualifying benefits)

Venue: Broad Oak Campus, Accrington

#### Business & Administration Diploma - Higher Apprenticeship (Level 4)
- Full-time course
- Please contact us for start dates
- Employer contribution £595

Venue: Work based learning & college attendance

#### Management & Leadership CMI Certificate - Level 4
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £680

Venue: Broad Oak Campus, Accrington

#### Management & Leadership CMI Certificate - Level 5
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £680

Venue: Broad Oak Campus, Accrington

#### Management & Leadership CMI Diploma - Level 4
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £850

Venue: Broad Oak Campus, Accrington

#### Management & Leadership CMI Diploma - Level 5
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £850

Venue: Broad Oak Campus, Accrington

#### Management & Leadership CMI Certificate - Level 4
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £250

Venue: Broad Oak Campus, Accrington

#### Management & Leadership CMI Certificate - Level 5
- Part-time course
- Starting 01/09/14
- 5pm - 9pm
- Course fee is £250

Venue: Broad Oak Campus, Accrington

#### Business & Administration Award - Level 2
- Full-time course
- Starting 08/09/14 & 02/02/15
- Fees vary depending on age and circumstance.

Venue: Bowley Scout Camp, Great Harwood

#### Adventurous Activities & Public Services Diploma - Level 2
- Full-time course
- Starting 08/09/14 & 02/02/15
- Fees vary depending on age and circumstance.

Venue: Bowley Scout Camp, Great Harwood

#### Adventurous Activities & Public Services Diploma - Level 3
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

#### Adventurous Activities & Public Services Diploma - Level 1
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

#### Entry to Adventure Sport in Public Services - Level 1
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

#### Adventurous Activities & Public Services Diploma - Level 2
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

#### Adventurous Activities & Public Services Diploma - Level 3
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Watch this space...

**NEW Level 7 Leadership & Management course... coming soon!**

### Adventure Sports & Public Services
## Beauty Therapies

<table>
<thead>
<tr>
<th>Course</th>
<th>Details</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beauty Therapy City &amp; Guilds Diploma - Level 2</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 28/08/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Beauty Therapy City &amp; Guilds Diploma - Level 3</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 27/08/14&lt;br&gt;- Fees vary depending on age and circumstance.&lt;br&gt;- 24+ Advanced Learning Loan available, please contact us.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Hair &amp; Beauty Studies Introduction Diploma - Level 1</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 29/08/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Manicure Certificate - Level 2</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 09/09/14&lt;br&gt;- 5:30pm - 9:30pm&lt;br&gt;- Course fee is £290</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Nail Art Award - Level 2</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 01/08/14&lt;br&gt;- Course fee £88</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Nail Services Diploma - Level 2</strong></td>
<td>- Full-time course&lt;br&gt;- Starts 28/08/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Nail Technology Certificate - Level 2</strong></td>
<td>- Part-time course&lt;br&gt;- Starts 20/01/15&lt;br&gt;- 5pm - 9pm&lt;br&gt;- Course fee is £455</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Nail Technologies Diploma - Level 3</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 27/08/14&lt;br&gt;- Fees vary depending on age and circumstance.&lt;br&gt;- 24+ Advanced Learning Loan available, please contact us.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Introduction to a Career in Brickwork</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 23/03/15&lt;br&gt;- 9am - 4pm&lt;br&gt;- Course fee is £185</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Evening Course</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 04/09/14 &amp; 29/01/15&lt;br&gt;- 5:30pm - 9pm&lt;br&gt;- Course fee is £210</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Diploma - Level 2</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 02/09/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Diploma - Level 3</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 01/08/14&lt;br&gt;- Fees vary depending on age and circumstance.&lt;br&gt;- 24+ Advanced Learning Loan available, please contact us.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork - Intermediate Apprenticeship (Level 2)</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 01/08/14&lt;br&gt;- Please contact us for start dates</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork - Advanced Apprenticeship (Level 3)</strong></td>
<td>- Part-time course&lt;br&gt;- Please contact us for start dates</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

## Brickwork

<table>
<thead>
<tr>
<th>Course</th>
<th>Details</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Brickwork Evening Course</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 04/09/14 &amp; 29/01/15&lt;br&gt;- 5:30pm - 9pm&lt;br&gt;- Course fee is £210</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Introduction to a Career in Brickwork</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 23/03/15&lt;br&gt;- 9am - 4pm&lt;br&gt;- Course fee is £185</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Diploma - Level 1</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 27/08/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Diploma - Level 2</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 02/09/14&lt;br&gt;- Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork Diploma - Level 3</strong></td>
<td>- Part-time course&lt;br&gt;- Starting 01/08/14&lt;br&gt;- Fees vary depending on age and circumstance.&lt;br&gt;- 24+ Advanced Learning Loan available, please contact us.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork - Intermediate Apprenticeship (Level 2)</strong></td>
<td>- Full-time course&lt;br&gt;- Starting 01/08/14&lt;br&gt;- Please contact us for start dates</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Brickwork - Advanced Apprenticeship (Level 3)</strong></td>
<td>- Part-time course&lt;br&gt;- Please contact us for start dates</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

Venue: Broad Oak Campus, Accrington
Wood Occupations Diploma - Level 1
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.
Venue: Broad Oak Campus, Accrington

Wood Occupations Evening Course
- Part-time course
- Starting 10/09/14, 12/02/15 & 30/04/15
- 5:30pm - 9pm
- Course fee is £210
Venue: Broad Oak Campus, Accrington

Introduction to a Career in Carpentry & Joinery
- Part-time course
- Starting 09/10/14, 15/01/15 & 16/04/15
- 9am - 4pm
- Course fee is £180
Venue: Broad Oak Campus, Accrington

Wood Occupations Diploma - Level 2
- Full-time course
- Starting 02/09/14
- Fees vary depending on age and circumstance.
Venue: Broad Oak Campus, Accrington

Wood Occupations - Advanced Apprenticeship (Level 3)
- Part-time course
- Starting 01/09/14
Venue: Work based learning & college attendance

Wood Occupations - Intermediate Apprenticeship (Level 2)
- Part-time course
- Starting 04/09/14
Venue: Work based learning & college attendance

Wood Occupations - Intermediate Apprenticeship (Level 3)
- Part-time course
- Starting 01/09/14
Venue: Work based learning & college attendance

Wood Occupations - Intermediate Apprenticeship (Level 4)
- Part-time course
- Starting 01/09/14
Venue: Work based learning & college attendance

Community Courses
We have a wide range of Level 1 and 2 courses running in a variety of local community venues across East Lancashire. These courses all have a number of start dates throughout the year as well. They are FREE* of charge to 16 - 18 year olds and adults on qualifying benefits. If you are interested in more information about the range of courses in your local area, please contact Richard Dwyer:

T: 01254 354 423 | E: rdwyer@accross.ac.uk

Any organisations wanting to host a course at their venue, please contact Joanne Calvert:

T: 01254 354 191 | E: jcalvert@accross.ac.uk

Advice & Guidance Award - Level 1
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Information, Advice & Guidance Certificate - Level 2
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Advice & Guidance Certificate - Level 3
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Substance Misuse Awareness Award - Level 1
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Substance Misuse - Level 2
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Substance Misuse - Level 3
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Community Volunteering Award & Certificate - Level 1
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Community Volunteering Award & Certificate - Level 2
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Community Volunteering Award & Certificate - Level 3
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Personal & Social Development - Entry Level 3
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Personal & Social Development Award - Level 1
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Personal & Social Development Award - Level 2
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Personal & Social Development Award - Level 3
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Alcohol Awareness - Level 1
- Part-time course
- Various dates throughout 2014/15
- Please contact us for the course fee

Business & Administration Award - Level 1
- Part-time course
- Various dates throughout 2014/15
- Course fee is £75*
<table>
<thead>
<tr>
<th>Course Name</th>
<th>Level</th>
<th>Type of Course</th>
<th>Duration</th>
<th>Dates</th>
<th>Fee Information</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthy Living Award - Level 1</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Internet Safety for IT Users Award - Level 1</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Managing Personal Finance Award - Level 1</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Personal Money Management Award - Level 1</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Safe Moving &amp; Handling Award - Level 2</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Youth Work Award - Level 2</td>
<td></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Coming soon…</td>
<td></td>
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<tr>
<td>Child Care Award - Level 2</td>
<td></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Computer Aided Design (CAD)</td>
<td></td>
<td>Part-time course</td>
<td></td>
<td></td>
<td>Please contact us for a start date and time</td>
<td></td>
</tr>
<tr>
<td>Venue: Broad Oak Campus, Accrington</td>
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<td></td>
<td></td>
<td></td>
<td>Course fee is £480</td>
<td></td>
</tr>
<tr>
<td>IT (Software Development) Diploma - Level 2</td>
<td></td>
<td>Full-time course</td>
<td>Starting 22/02/14</td>
<td></td>
<td>Fees vary depending on age and circumstance.</td>
<td></td>
</tr>
<tr>
<td>Venue: Broad Oak Campus, Accrington</td>
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<tr>
<td>Software Engineering - BSc (Hons) Degree</td>
<td></td>
<td>Full-time course</td>
<td>Starting 15/09/14</td>
<td></td>
<td>Course fee is £5,950</td>
<td></td>
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<tr>
<td>Venue: Broad Oak Campus, Accrington</td>
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<tr>
<td>Customer Service Certificate - Level 2</td>
<td></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Food Safety in Catering Award - Level 2</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Mentoring Award - Level 1</td>
<td></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Retail Knowledge Award - Level 1</td>
<td></td>
<td>Part-time courses</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Understanding Employment Business &amp; Enterprise Award - Level 1</td>
<td></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Please contact us for the course fee</td>
<td></td>
</tr>
<tr>
<td>Software Engineering - BSc (Hons) Degree</td>
<td></td>
<td>Full-time course</td>
<td>Starting 15/09/14</td>
<td></td>
<td>Course fee is £5,950</td>
<td></td>
</tr>
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<td>Venue: Broad Oak Campus, Accrington</td>
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<tr>
<td>IT (Software Development) Extended Diploma - Level 3</td>
<td></td>
<td>Full-time course</td>
<td>Starting 02/09/14</td>
<td></td>
<td>Fees vary depending on age and circumstance.</td>
<td></td>
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<tr>
<td>24+ Advanced Learning Loan available, please</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>contact us.</td>
<td></td>
</tr>
<tr>
<td>Venue: Broad Oak Campus, Accrington</td>
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<tr>
<td>Computing Technologies</td>
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</tbody>
</table>
Construction

CSCS Health & Safety Award - Level 1
All courses run 9am - 4pm. Course fee is £95. Please contact us for more details.
Venue: Available at various community venues throughout the year, contact 01254 354423 for dates.

Building Services - Level 4 (Higher National Certificate)
• Part-time course
• Starting 15/09/14
• Monday 9am - 5pm
• Course fee is £2,975
Venue: Broad Oak Campus, Accrington

Construction - Level 4 (Higher National Certificate)
• Can be studied full & part-time
• Starting 15/09/14
• Course fee is Full-time £5,950 & Part-time £2,975
Venue: Broad Oak Campus, Accrington

English & Maths

People who want to improve their English and Maths skills can take advantage of FREE courses at Accross College and community venues. We have qualifications from basic level, all the way up to GCSEs and all at no charge to you. You will be assessed to see which is the right course and level for you.

• Strengthen your CV to help you get a job or promotion
• Help your child with homework
• Get the qualification you need for a higher level course
• Improve your skills for everyday life

We also have ESOL (English for Speakers of Other Languages) classes. These run throughout the year at different times and venues. To find out more please contact us on:

T: 01254 354 354  |  E: info@accross.ac.uk

English Functional Skills
• Part-time course
• Starts week beginning 08/09/14
• Various times in the week
Venue: Broad Oak Campus, Accrington and other community venues

Maths Functional Skills
• Part-time course
• Starts week beginning 08/09/14
• Various times in the week
Venue: Broad Oak Campus, Accrington and other community venues

Maths - GCSE
• Part-time course
• Starts week beginning 08/09/14
• Various times in the week
Venue: Broad Oak Campus, Accrington and other community venues

ESOL - From Entry Level to Level 2
• Part-time course
• Starts week beginning 15/09/14
• Various times in the week
Venue: Broad Oak Campus, Accrington and other community venues

Floor Covering

Floor Covering (Textile & Impervious) Evening Course
• Part-time course
• Starting 09/09/14 & 25/02/15
• 5:30pm - 9pm
• Course fee is £205
Venue: Broad Oak Campus, Accrington

Floor Covering (Wood & Laminate) Evening Course
• Part-time course
• Starting 09/09/14 & 03/02/15
• 5:30pm - 9pm
• Course fee is £205
Venue: Broad Oak Campus, Accrington

Floor Covering Diploma - Level 2
• Full-time course
• Starting 01/09/14
• Fees vary depending on age and circumstance.
Venue: Broad Oak Campus, Accrington

Floor Covering Diploma - Intermediate Apprenticeship (Level 2)
• Part-time course
• Starting 01/09/14
Venue: Work based learning & college attendance
## Facilities & Cleaning

We have a wide range of Level 1 and 2 courses running in a variety of local community venues across East Lancashire. These courses all have a number of start dates throughout the year as well. They are **FREE** of charge to 16 - 18 year olds and adults on qualifying benefits. If you are interested in more information about the range of courses in your local area, please contact Richard Dwyer:

**T:** 01254 354 423  |  **E:** rdwyer@accross.ac.uk

Any organisations wanting to host a course at their venue, please contact Joanne Calvert:

**T:** 01254 354 191  |  **E:** jcalvert@accross.ac.uk

<table>
<thead>
<tr>
<th>Course Description</th>
<th>Level</th>
<th>Start Dates</th>
<th>Fee Details</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Introduction to Facilities Industry Certificate - Level 1</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £195</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Cleaning Principles Certificate - Level 2</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £195</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Waste &amp; Recycling Award - Level 1</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £95</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Practical Cleaning Skills Award - Level 3</strong></td>
<td>Part-time course</td>
<td>Various start dates</td>
<td>Please contact us for the course fee</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Disability Awareness Award - Level 1</strong></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £45</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Cleaning Service Supervision Certificate - Level 3</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Fee’s vary depending on age and circumstance. 24+ Advanced Learning Loan available, please</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Facilities &amp; Cleaning</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Please contact us for the course fee</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Neighbourhood Improvement Certificate - Level 1</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £150</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Cleaning &amp; Support Services Certificate - Level 2</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £495</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Crime and Trauma Scene Cleaning - Level 2</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £295</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Environmental Awareness QCF Award - Level 1</strong></td>
<td>One day course</td>
<td>Various dates throughout 2014/15</td>
<td>Course fee is £90</td>
<td>Broad Oak Campus, Accrington and other community venues</td>
</tr>
<tr>
<td><strong>Facilities &amp; Cleaning Practical Cleaning Skills Award - Entry 3</strong></td>
<td>Part-time course</td>
<td>Various start dates</td>
<td>Please contact us for the course fee</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Facilities &amp; Cleaning Practical Cleaning Skills Award - Level 1</strong></td>
<td>Part-time course</td>
<td>Various start dates</td>
<td>Please contact us for the course fee</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Facilities &amp; Cleaning Practical Cleaning Skills Award - Level 2</strong></td>
<td>Part-time course</td>
<td>Various start dates</td>
<td>Please contact us for the course fee</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Sustainable Resource Management - Intermediate Apprenticeship (Level 2)</strong></td>
<td>Part-time course</td>
<td>Starting 07/04/14</td>
<td></td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Environmental Awareness QCF Award - Level 2</strong></td>
<td>Part-time course</td>
<td>Various dates throughout 2014/15</td>
<td></td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

We have a wide range of Level 1 and 2 courses running in a variety of local community venues across East Lancashire. These courses all have a number of start dates throughout the year as well. They are **FREE** of charge to 16 - 18 year olds and adults on qualifying benefits. If you are interested in more information about the range of courses in your local area, please contact Richard Dwyer:

**T:** 01254 354 423  |  **E:** rdwyer@accross.ac.uk

Any organisations wanting to host a course at their venue, please contact Joanne Calvert:

**T:** 01254 354 191  |  **E:** jcalvert@accross.ac.uk
### Gas Training & Assessment

<table>
<thead>
<tr>
<th>Course Name</th>
<th>Course Level</th>
<th>Details</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Gas Foundation - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Gas Safety Training - Level 3</strong></td>
<td>Part-time</td>
<td>• Please contact us for start dates&lt;br&gt;• Course fee is £210</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Initial ACS Assessment (Cenwat) - Level 3</strong></td>
<td>Part-time</td>
<td>• Please contact us for start dates&lt;br&gt;• Course fee is £155</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Initial ACS Assessment (CITB) Cooking Appliances - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Initial ACS Assessment (CITB) Domestic Gas Fires &amp; Wall Heaters - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Initial ACS Assessment (CITB) Domestic Gas Meters - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Reassessment ACS - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Reassessment ACS Cooking Appliances - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>Reassessment ACS Domestic Natural Gas Core Safety - Level 3</strong></td>
<td>Part-time</td>
<td>• Starting 12/09/14&lt;br&gt;• 8:30am - 4pm&lt;br&gt;• Course fee is £1,800</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>General Construction Operations</strong></td>
<td></td>
<td><strong>Preparation for a Career in General Construction Operations (GCO) - Entry Level</strong></td>
<td>Broad Oak Campus, Accrington and Stubby Lee Park, Bacup</td>
</tr>
<tr>
<td><strong>General Construction Operations (GCO) Diploma - Level 1</strong></td>
<td>Full-time</td>
<td>• Starting 27/08/14&lt;br&gt;• Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td><strong>General Construction Operations (GCO) Diploma - Intermediate Apprenticeship (Level 2)</strong></td>
<td>Part-time</td>
<td>• Starting 27/08/14&lt;br&gt;• Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

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**General Construction Operations**

- **Preparation for a Career in General Construction Operations (GCO) - Entry Level**
  - Part-time course<br>  - Starting 29/09/14, 12/01/15 & 30/03/15<br>  - 9am - 4pm<br>  - Course fee is £150
  - Venue: Broad Oak Campus, Accrington and Stubby Lee Park, Bacup

- **General Construction Operations (GCO) Diploma - Level 1**
  - Full-time course<br>  - Starting 27/08/14<br>  - Fees vary depending on age and circumstance.
  - Venue: Broad Oak Campus, Accrington

- **General Construction Operations (GCO) Diploma - Level 2**
  - Full-time course<br>  - Starting 02/09/14<br>  - Fees vary depending on age and circumstance.
  - Venue: Broad Oak Campus, Accrington

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T: 01254 354 354  |  E: info@accross.ac.uk  |  W: www.accross.ac.uk
### Hairdressing

**Barbering Diploma - Level 2**
- Part-time course
- Starting 08/09/14
- 6pm - 9pm
- Course fee is £500 (funding may be available please call for details)

Venue: Broad Oak Campus, Accrington

**Barbering Diploma - Level 3**
- Part-time course
- Starting 15/09/14
- 4pm - 9pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Colour Correction - Level 4**
- Part-time course
- Starting 08/09/14
- 9am - 1pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Hair & Beauty Studies Introduction Diploma - Level 1**
- Full-time course
- Starting 29/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Hairdressing City & Guilds Diploma - Level 2 (VRQ)**
- Part-time course
- Starting 18/09/14
- 6pm - 9pm
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Hairdressing City & Guilds Diploma - Level 3 (VRQ)**
- Part-time course
- Starting 16/09/14
- 6pm - 9pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Hair & Media Make-up Diploma - Level 2**
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Hair & Media Make-up Diploma - Level 3**
- Full-time course
- Starting 28/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Hairdressing City & Guilds Diploma - Intermediate Apprenticeship (Level 2 NVQ)**
- Part-time course
- Please contact us for start dates

Venue: Work based learning & college attendance

**Hairdressing City & Guilds Diploma - Advanced Apprenticeship (Level 3 NVQ)**
- Part-time course
- Please contact us for start dates

Venue: Work based learning & college attendance

**Health, Social & Child Care**

**Health & Social Care Community Diploma - Level 3**
- Part-time course
- Please contact us for start dates
- Course fee is £900

Venue: Broad Oak Campus, Accrington and work based learning

**Health & Social Care Diploma - Level 3**
- Full-time course
- Please contact us for start dates
- Fee’s vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Health Studies Diploma - Level 3**
- Full-time course
- Please contact us for start dates
- Fee’s vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington and work based learning

**Health & Social Care Diploma - Intermediate (Level 2) & Advanced (Level 3) Apprenticeship**
- Part-time course
- Starting 08/09/14

Venue: Work based learning & college attendance

**Children’s Care Learning & Development - Level 2**
- Full-time course
- Starting 28/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington
**Children's Play, Learning & Development Diploma - Level 3**
- Full-time course
- Starting 29/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.
Venue: Broad Oak Campus, Accrington

**Children & Young Peoples Workforce Diploma - Intermediate (Level 2) & Advanced (Level 3) Apprenticeship**
- Part-time course
- Starting 08/09/14
Venue: Work based learning

**Counselling Skills Certificate - Level 2**
- Part-time course
- Starting 11/09/14 & 12/09/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.
Venue: Broad Oak Campus, Accrington

**Early Years - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Health & Social Care - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Mental Health Work - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Working with Substance Misuse Certificate - Level 3**
- Part-time course
- Starting 10/09/14
- 6pm - 9pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.
Venue: Broad Oak Campus, Accrington

**Alcohol & Substance Misuse Work - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Early Years, Childhood Studies - BA (Hons) Degree (Top Up)**
- Full-time course
- Starting 15/09/14 & 19/01/15
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Health & Social Care - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Health & Applied Social Studies - BA (Hons) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Mental Health Work - FdA (Foundation) Degree**
- Full-time course
- Starting 15/09/14
- Course fee is £5,950
Venue: Broad Oak Campus, Accrington

**Hospitality & Catering**
*All courses are held at Eatery 1853, The Globe Centre, Accrington (unless stated otherwise).*

Please note that some of these courses have a number of start dates throughout the year. They may be FREE of charge to adults on qualifying benefits.

**Professional Food & Beverage Service Certificate - Level 1**
- Full-time course
- Starting 27/08/14
- Price on application

**Hospitality Services Diploma - Level 2**
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

**Hospitality Services Diploma - Intermediate Apprenticeship (Level 2)**
- Part-time course
- Various dates throughout 2014/15
Venue: Work based learning & college attendance

**Professional Cookery VRQ Diploma - Level 1**
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

**Professional Cookery VRQ Diploma - Level 2**
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

**Professional Cookery Diploma - Intermediate Apprenticeship (Level 2)**
- Part-time course
- Various dates throughout 2014/15
Venue: Work based learning & college attendance

**Professional Cookery Diploma - Level 3**
- Part-time course
- Starting 08/09/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

**Professional Cookery Diploma - Advanced Apprenticeship (Level 3)**
- Part-time course
- Various dates throughout 2014/15
Venue: Work based learning & college attendance
Information Technology

Did you know 9 out of 10 jobs require IT Skills? Feel that yours aren’t quite up to scratch? AccRoss can help you!

We offer a range of IT courses for all levels of experience that take place at the College or in community venues. Our courses can be tailored to fit your needs and incorporate recognised IT qualifications such as New CLAiT, Computer Basics and ECDL Essentials & Extra. You will be assessed to see which is the right course and level for you.

For more information, please contact us on:

T: 01254 354 354 | E: info@accross.ac.uk

Computer & Online Basics Award - Entry Level 3
- Part-time course
- Various start dates
- 9:15am - 12:15pm
- Course fee is £60

Digital Skills Certificate - Entry Level 3
- Part-time course
- Various start dates
- 9:30am - 11:30am
- Course fee is £209

New CLAiT Award (iTQ) - Level 1
- Part-time course
- Various start dates
- Various times
- Course fee is £209

ECDL Essentials (iTQ Award) - Level 1
- Part-time course
- Various start dates
- Course fee is £209

ECDL Extra (iTQ Certificate) - Level 2
- Part-time course
- Various start dates
- 1pm - 4pm
- Course fee is £389

Venue: Broad Oak Campus, Accrington and other community venues
### Driving Goods Vehicles Certificate - Level 2
- Part-time course
- Various start dates
- Course fees are, Level 1 = £99.00, Level 2 = £149.00, Level 3 = £300.00

### 7.5 Tonne Rigid Vehicle Driving Academy - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington

### Van Driving Academy - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington

### Mini Bus Driving Academy - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington

### MiDAS Standard
- Part-time course
- Various dates throughout 2014/15
- 9am - 4pm
- Course fee is £95

Venue: Broad Oak Campus, Accrington

### MiDAS Accessible
- Part-time course
- Various dates throughout 2014/15
- 9am - 4pm
- Course fee is £150

Venue: Broad Oak Campus, Accrington

### MiDAS Accessible Refresher
- Part-time course
- Various dates throughout 2014/15
- 9am - 4pm
- Course fee is £95

Venue: Broad Oak Campus, Accrington

### Passenger Carrying Vehicle Driving Diploma (Bus & Coach) - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington

### MiDAS Standard Refresher
- Part-time course
- Various dates throughout 2014/15
- 9am - 4pm
- Course fee is £95

Venue: Broad Oak Campus, Accrington

### Road Passenger Vehicle Driving Certificate (Taxi / Private Hire) - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington

### Word Processing Software - Levels 1, 2 & 3
- Part-time course
- Various start dates
- Course fee is £149

### Using Email - Level 2
- Part-time course
- Various start dates
- Course fee is £149

### Spreadsheet Software - Levels 1, 2 & 3
- Part-time course
- Various start dates
- Course fees are, Level 1 = £99.00, Level 2 = £149.00, Level 3 = £300.00

### Presentation Software - Levels 1, 2 & 3
- Part-time course
- Various start dates
- Course fees are, Level 1 = £99.00, Level 2 = £149.00, Level 3 = £300.00

### Using the Internet & Email - Level 1
- Part-time course
- Various start dates
- Course fee is £99

### Using Email - Level 2
- Part-time course
- Various start dates
- Course fee is £149

### Spreadsheets Software - Levels 1, 2 & 3
- Part-time course
- Various start dates
- Course fees are, Level 1 = £99.00, Level 2 = £149.00, Level 3 = £300.00

### Using Email - Level 2
- Part-time course
- Various start dates
- Course fee is £149

### ITQ Certificate Flexiqual - Level 3
- Part-time course
- Various start dates
- 9:30am - 12:30pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

### Land Transport

These courses all have a number of start dates throughout the year as well. They are **FREE** of charge to adults on qualifying benefits. If you are interested in more information about the range of courses in your local area, please contact Richard Dwyer:

**T:** 01254 354 423  |  **E:** rdwyer@accross.ac.uk

### Land Transport Courses
- **7.5 Tonne Rigid Vehicle Driving Academy - Level 2**
  - Part-time course
  - Various dates throughout 2014/15
  - Price on application
  - Venue: Broad Oak Campus, Accrington

- **Van Driving Academy - Level 2**
  - Part-time course
  - Various dates throughout 2014/15
  - Price on application
  - Venue: Broad Oak Campus, Accrington

- **Mini Bus Driving Academy - Level 2**
  - Part-time course
  - Various dates throughout 2014/15
  - Price on application
  - Venue: Broad Oak Campus, Accrington

- **MiDAS Standard**
  - Part-time course
  - Various dates throughout 2014/15
  - 9am - 4pm
  - Course fee is £95
  - Venue: Broad Oak Campus, Accrington

- **MiDAS Accessible**
  - Part-time course
  - Various dates throughout 2014/15
  - 9am - 4pm
  - Course fee is £150
  - Venue: Broad Oak Campus, Accrington

- **MiDAS Accessible Refresher**
  - Part-time course
  - Various dates throughout 2014/15
  - 9am - 4pm
  - Course fee is £95
  - Venue: Broad Oak Campus, Accrington

- **Passenger Carrying Vehicle Driving Diploma (Bus & Coach) - Level 2**
  - Part-time course
  - Various dates throughout 2014/15
  - Price on application
  - Venue: Broad Oak Campus, Accrington

- **MiDAS Standard Refresher**
  - Part-time course
  - Various dates throughout 2014/15
  - 9am - 4pm
  - Course fee is £95
  - Venue: Broad Oak Campus, Accrington

- **Road Passenger Vehicle Driving Certificate (Taxi / Private Hire) - Level 2**
  - Part-time course
  - Various dates throughout 2014/15
  - Price on application
  - Venue: Broad Oak Campus, Accrington
### Assessing Vocational Achievement Certificate - Level 3
- Part-time course
- Various dates throughout 2014/15
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Leading the Internal Quality Assurance of Assessment Processes & Practice Certificate - Level 4
- Part-time course
- Various dates throughout 2014/15
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Equality & Diversity Award - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington and other community venues

### Warehousing Programme - Level 2
- Part-time course
- Various dates throughout 2014/15
- Price on application

Venue: Broad Oak Campus, Accrington and other community venues

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**Landscaping**

### Landscaping Diploma - Level 1
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

### Landscaping Diploma - Level 2
- Full-time course
- Starting 01/09/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

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**Media & Design**

### Creative Media (Games Design) Diploma - Level 2
- Full-time course
- Starting 28/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

### Creative Media (Games Design) Extended Diploma - Level 3
- Part-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Creative Media Production Diploma - Level 2
- Full-time course
- Starting 28/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

### Creative Media Production (TV & Film) Extended Diploma - Level 3
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Creative Media (Sports Journalism) Extended Diploma - Level 3
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

### Photography Certificate - Level 1
- Part-time course
- Various dates throughout 2014/15
- 6pm - 9pm
- Course fee is £149

Venue: Broad Oak Campus, Accrington

### Photography Certificate - Level 2
- Part-time course
- Starting 10/09/14 & 14/01/15
- 6pm - 9pm
- Course fee is £149

Venue: Broad Oak Campus, Accrington

### Photography Certificate - Level 3
- Part-time course
- Starting 11/09/14
- 6pm - 9pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington
**Light Vehicle Diploma - Advanced Apprenticeship (Level 3)**
- **Part-time course**
- Please contact us for start dates

Venue: Work based learning & college attendance

---

**Motor Engineering**

**Auto-electrical & Diagnostics**
- **Part-time course**
- Starting 01/10/14 & 04/02/15
- 7pm - 9pm
- Course fee is £150

Venue: Broad Oak Campus, Accrington

**Auto-electrical (IMI) Diploma - Level 2**
- **Full-time course**
- Starting 01/09/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Auto-electrical & Mobile Electrical Principles Diploma - Level 3**
- **Full-time course**
- Starting 01/09/14
- Fees vary depending on age and circumstance.
  24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

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**Advanced Automotive Diagnostics & Management Fundamentals Certificate - Level 4**
- **Part-time course**
- Starting 08/09/14
- Monday 1pm - 9pm
- Fees vary depending on age and circumstance.
  24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Motor Engineering (IMI) Vehicle Maintenance - Entry Level 3**
- **Full-time course**
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Light Vehicle Motor Engineering (IMI) - Level 1**
- **Full-time course**
- Starting 01/09/14
- Fees vary depending on age and circumstance.
  24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

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**Light Vehicle Motor Engineering (IMI) - Level 2**
- **Full-time course**
- Starting 01/09/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Motor Vehicle (IMI) Diploma - Level 3**
- **Full-time course**
- Starting 01/09/14
- Fees vary depending on age and circumstance.
  24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

**Light Vehicle Diploma - Advanced Apprenticeship (Level 3)**
- **Part-time course**
- Please contact us for start dates

Venue: Work based learning & college attendance

---

**Vehicle Maintenance & Repair - Level 1**
- **Full-time course**
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

**Vehicle Maintenance Competence (IMI) Diploma - Intermediate Apprenticeship (Level 2)**
- **Part-time course**
- Please contact us for start dates

Venue: Work based learning & college attendance

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“The College has a philosophy of continuous investment which has seen us build the state-of-the-art motor engineering workshops and, more recently, we purchased a Toyota Prius to allow our students to learn about the latest in hybrid technology.”

Peter Saynor
Motor Engineering Tutor
### Performing Arts

<table>
<thead>
<tr>
<th>Course</th>
<th>Starts</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Performing Arts Diploma - Level 1</td>
<td>27/08/14</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Performing Arts Diploma - Level 2</td>
<td>27/08/14</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Performing Arts Diploma - Level 3</td>
<td>27/08/14</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Performing Arts (Musical Theatre)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extended Diploma - Level 3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Motor Cycle Engineering

<table>
<thead>
<tr>
<th>Course</th>
<th>Starts</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motor Cycle Maintenance &amp; Repair - College Award</td>
<td></td>
<td>Stubby Lee Park, Bacup</td>
</tr>
<tr>
<td>Motor Cycle (IMI) Diploma - Level 1</td>
<td>01/09/14</td>
<td>Stubby Lee Park, Bacup</td>
</tr>
<tr>
<td>Motor Cycle (IMI) Diploma - Level 2</td>
<td>04/09/14</td>
<td>Stubby Lee Park, Bacup</td>
</tr>
<tr>
<td>Motor Cycle (IMI) Diploma - Level 3</td>
<td>01/09/14</td>
<td>Stubby Lee Park, Bacup</td>
</tr>
</tbody>
</table>

### Painting & Decorating

<table>
<thead>
<tr>
<th>Course</th>
<th>Starts</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand Painted Finishes - Entry Level</td>
<td>08/09/14 &amp; 02/02/15</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Painting &amp; Decorating - Level 2</td>
<td>08/09/14</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Painting &amp; Decorating - Level 3</td>
<td>02/02/15</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Hand Painted Finishes - Entry Level</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Painting &amp; Decorating - Advanced Apprenticeship (Level 3)</td>
<td>全产业链</td>
<td>Work based learning &amp; college attendance</td>
</tr>
</tbody>
</table>
### Plastering

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Start Dates</th>
<th>Fees</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plastering Evening Course</td>
<td>Part-time</td>
<td>03/09/14 &amp; 02/02/15</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Plastering Diploma (Youth) - Level 2</td>
<td>Full-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Plastering - Intermediate Apprenticeship (Level 2)</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Work based learning &amp; college attendance</td>
</tr>
<tr>
<td>Plastering - Advanced Apprenticeship (Level 3)</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Work based learning &amp; college attendance</td>
</tr>
<tr>
<td>Introduction to a Career in Plastering</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Plastering Diploma (Adult) - Level 2</td>
<td>Part-time</td>
<td>01/09/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Introduction to a Career in Plastering</td>
<td>Part-time</td>
<td>10/09/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

### Plumbing

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Start Dates</th>
<th>Fees</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to a Career in Plumbing</td>
<td>Part-time</td>
<td>11/09/14, 14/01/15, 12/03/15 &amp; 07/05/15</td>
<td>£180</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Plumbing &amp; Heating - Intermediate Apprenticeship (Level 2)</td>
<td>Part-time</td>
<td>04/09/14</td>
<td>£205</td>
<td>Work based learning &amp; college attendance</td>
</tr>
<tr>
<td>Plumbing &amp; Heating - Advanced Apprenticeship (Level 3)</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Work based learning &amp; college attendance</td>
</tr>
<tr>
<td>Access to Building Services Engineering (Plumbing) Certificate - Level 1</td>
<td>Full-time</td>
<td>28/08/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Plumbing &amp; Heating - Advanced Apprenticeship (Level 3)</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Work based learning &amp; college attendance</td>
</tr>
<tr>
<td>Plumbing Certificate (Youth) - Level 2</td>
<td>Full-time</td>
<td>03/09/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

### Science

<table>
<thead>
<tr>
<th>Course</th>
<th>Type</th>
<th>Start Dates</th>
<th>Fees</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Science - GCSE, Level 2</td>
<td>Part-time</td>
<td>03/09/14, 9am - 12noon or 6pm - 9pm</td>
<td></td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Applied Science Diploma - Level 2</td>
<td>Full-time</td>
<td>27/08/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Applied Science Diploma - Level 3</td>
<td>Full-time</td>
<td>27/08/14</td>
<td>£205</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Program</td>
<td>Duration</td>
<td>Start Dates</td>
<td>Fee Details</td>
<td>Venue</td>
</tr>
<tr>
<td>------------------------------------------------------------------------</td>
<td>---------------------</td>
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<td>------------------------------------------------------------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Active Leisure &amp; Learning - Apprenticeship (Level 2)</td>
<td>Part-time</td>
<td>Various start dates</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Fitness Instruction Certificate - Level 2</td>
<td>Part-time</td>
<td>Various start dates</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Personal Training - Level 3</td>
<td>Part-time</td>
<td>16/10/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sport Extended Diploma - Level 3</td>
<td>Full-time</td>
<td>27/08/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sports Massage Therapy Certificate - Level 3</td>
<td>Part-time</td>
<td>20/10/14 &amp; 04/02/15</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sports Science &amp; Coaching Studies - BSc (Hons) Degree</td>
<td>Full-time</td>
<td>15/09/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Fitness &amp; Physical Activity - Level 1</td>
<td>Part-time</td>
<td>Various start dates</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Instructing Circuit Sessions Award - Level 2</td>
<td>Part-time</td>
<td>Various start dates</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Nutrition &amp; Health Award - Level 2</td>
<td>Part-time</td>
<td>Various start dates</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sport &amp; Fitness Personal Training - Level 3</td>
<td>Day course = 08/01/15, 9am - 4pm</td>
<td></td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sport Entry - Level 1</td>
<td>Full-time</td>
<td>07/10/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sport (Football Studies) - Level 2</td>
<td>Full-time</td>
<td>27/08/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sport Extended Diploma - Level 3</td>
<td>Full-time</td>
<td>27/08/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Sports Massage Therapy Certificate - Level 4</td>
<td>Part-time</td>
<td>03/09/14</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
<tr>
<td>Taping &amp; Strapping for Sport and Active Leisure - Level 3</td>
<td>Part-time</td>
<td>19/02/15</td>
<td>Fees vary depending on age and circumstance.</td>
<td>Broad Oak Campus, Accrington</td>
</tr>
</tbody>
</table>

Venue: Broad Oak Campus, Accrington
### Teacher Training & Education

#### Supporting Teaching & Learning in Schools Award - Level 2
- Part-time course
- Starting 01/09/14, 03/09/14, 12/01/15 & 14/01/15
- 9:30am - 3pm
- Course fee is £500

Venue: Broad Oak Campus, Accrington and other community venues

#### Education & Training Award - Level 3
- Part-time course
- Day course = 08/09/14, 1pm - 4pm
- Evening course = 06/01/15, 5:30pm - 8:30pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

#### Education & Professional Development - BA (Hons) Degree
- Part-time course
- Starting 15/09/14
- Course fee is £3,285

Venue: Broad Oak Campus, Accrington

#### Introduction to Trainer Skills - Level 3
- Bespoke delivery working with employers
- Starting 12/02/15
- 9:30am - 5pm

Venue: Broad Oak Campus, Accrington

#### The New Computing Programme of Study in Schools
- Bespoke delivery working with employers
- Flexible dates and times
- Fees vary depending on delivery mode. Please contact us.

Venue: Broad Oak Campus, Accrington

#### Supporting Teaching & Learning in Schools Certificate - Level 2
- Part-time course
- Starting 08/09/14, 15/09/14 & 21/01/15
- 9:30am - 12:30pm
- Course fee is £700

Venue: Broad Oak Campus, Accrington and other community venues

#### Education & Training Certificate - Level 4
- Part-time course
- Starting 09/09/14
- 9:30am - 12:30pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

#### Supporting Learning Certificate - Level 3
- Part-time course
- Starting 10/09/14
- 1pm - 4pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

#### Supporting Teaching & Learning in Schools Diploma - Level 3
- Part-time course
- Starting 08/09/14, 15/09/14 & 21/01/15
- 9:30pm - 12:30pm
- Course fee is £700

Venue: Broad Oak Campus, Accrington and other community venues

#### Certificate of Education / PGCE
- Part-time course
- Starting 15/09/14
- Evening course
- Course fee is £2,975

Venue: Broad Oak Campus, Accrington

#### Learning Support - FdA (Foundation) Degree
- Part-time course
- Starting 15/09/14
- 5pm - 9pm
- Course fee is £3,970

Venue: Broad Oak Campus, Accrington

#### Mentoring Skills
- Bespoke delivery working with employers
- Enquire for dates and times
- Course fee is £150

Venue: Broad Oak Campus, Accrington

#### Introduction to Learning Disability
- Bespoke delivery working with employers
- Flexible dates and times
- Fees vary depending on delivery mode. Please contact us.

Venue: Broad Oak Campus, Accrington

#### Teaching Mathematics/Numeracy Diploma - Level 5
- Part-time course
- Starting September 2014
- Course fee is £1,500

Venue: Broad Oak Campus, Accrington

#### Introduction to the Autistic Spectrum Condition
- Bespoke delivery working with employers
- Flexible dates and times
- Fees vary depending on delivery mode. Please contact us.

Venue: Broad Oak Campus, Accrington

#### Specialist Support for Teaching & Learning in Schools Diploma - Level 3
- Part-time course
- Starting 08/09/14, 15/09/14 & 21/01/15
- 9:30pm - 12:30pm
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington

#### Education Support Certificate - Level 2
- Part-time course
- Starting 08/09/14, 15/09/14 & 21/01/15
- 9:30am - 12:30pm
- Course fee is £500

Venue: Broad Oak Campus, Accrington and other community venues

#### Travel & Tourism

#### Airline Cabin Crew Certificate - NCFE Level 2
- Part-time course
- Starting 06/10/14
- 6pm - 9pm

Venue: Broad Oak Campus, Accrington

#### Travel & Tourism Diploma - Level 1
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance.

Venue: Broad Oak Campus, Accrington

#### Travel & Tourism Extended Diploma - Level 3
- Full-time course
- Starting 27/08/14
- Fees vary depending on age and circumstance. 24+ Advanced Learning Loan available, please contact us.

Venue: Broad Oak Campus, Accrington
Apprenticeships
at AccRoss College

Earning money as an apprentice could be closer than you think!

Did you know that we have current vacancies for apprenticeships with local businesses available now! You could be earning in excess of £100 per week within two weeks.

5 Minutes…
Give us a call to find out more about apprenticeships and register your interest.

24 Hours…
We’ll contact you to arrange a friendly interview.

72 Hours…
You could have attended an interview and if an apprenticeship is right for you apply immediately.

14 Days…
You could be earning money while training as an apprentice in just 14 days, subject to vacancies being available with an employer in the area you’re interested in.

We have vacancies available in the following areas:

- Accountancy
- Brickwork
- Carpentry & Joinery
- Floor Covering
- Food & Beverage Services
- Hairdressing
- Information Technology
- Maintenance Operations
- Nail Services
- Personal Training
- Plumbing
- Sport Coaching & Teaching
- Teaching Support in Schools
- Beauty Therapies
- Business & Administration
- Cleaning and Support Services
- Fitness Instructing
- General Construction Operations
- Hospitality
- Local Environmental Services
- Motor Vehicle & Cycle Engineering
- Painting & Decorating
- Plastering
- Professional Cookery
- Specialist Teaching Support in Schools
- Plus many more...

Are you an employer? Grants are available for apprentices aged 16-24.

Call the number below or email us for more details:

T: 01254 354 409
E: kelly.m@accross.ac.uk

Higher Education
at AccRoss College

AccRoss offers higher education courses, validated by some of the Country’s most prestigious universities. These qualifications are ideal for people who want to improve their job prospects or professionals who would like to develop their existing skills. Our courses range from Higher Nationals, through to Foundation and Honours Degrees. The College’s programmes are strongly vocationally orientated and are designed to help our students make the best progression into their working lives.

Whatever your age, background or qualifications, we can help you to realise your potential and will support you in achieving your aspirations.

We offer:

- Foundation Degrees
- Honours Degrees
- Higher National Qualifications
- Level 4 & 5 qualifications
- Teaching & Education qualifications (inc. Cert Ed/PGCE)
- Higher Apprenticeships

And have courses in areas such as:

- Accounting
- Building Services
- Construction
- Education & Training
- Health & Applied Social Studies
- Leadership & Management
- Music Production
- Sports Science & Coaching Studies
- Alcohol & Substance Misuse Work
- Business Administration
- Early Years
- Film & Digital Media
- Health & Social Care
- Mental Health Work
- Software Engineering

19+ and interested in an Access to Higher Education course? We have interviews taking place NOW for courses starting in September 2014.

Courses lead to higher education careers and jobs.

University education on your doorstep

To find out more about our courses and others that we can offer or how to apply and secure your place, please contact the Higher Education office on:

T: 01254 354 047 or 354 117
E: he@accross.ac.uk
W: www.accrosshighereducation.co.uk

We also have our…

Traineeship
16-24 Programme

Traineeships are the perfect way to gain the skills you need to find and secure the right apprenticeship position for you. If you’re serious about apprenticeships, then this is the perfect course for you. We have a number of courses running through out 2014/15.

Please give us a call for more details.

We also have our…

Junior University
Master classes for school aged students

What is the Junior University?
Our Junior University aims to support school aged students from Primary age to Year 13 to enthuse them about their future and the impact of education on them. We also think it’s important to involve parents in the process so, where possible, we are happy to involve parents in activities with their children. Please contact us on the number above for more details.

Like us on Facebook @Accrosscollege
Follow us on Twitter @accrosscollege
Finding learning, training and progression can help you to deal with any problems or barriers you may face during your time with college. If you are an adult looking for study options please contact the College Career Guidance Service who will be able to offer information, advice & guidance.

School Liaison Team: 01254 354 052
Information, Advice & Guidance Team: 01254 354 354

EXPERT HELP & ADVICE
All students are entitled to free and impartial careers advice from the College’s Information, Advice & Guidance Service. We are passionate about supporting you to achieve your aspirations and helping you to reach your goals, dreams and ambitions in study, a new career, progression to other courses or to University, promotion at work or personal & professional development.

We can help with:
- Finding learning, training and progression opportunities that are right for you and your personal circumstances
- Support your learning, liaise with tutors and support networks
- Develop your CV and Job Searching Skills
- Help you to understand employability skills and the Labour Market
- Help you to deal with any problems or barriers you may face during your time with college
- Advise and signpost you to other Professional Organisations that can help you

HOW TO CONTACT US
You can find our service on the landing of the Broad Oak Building adjacent to reception where you will be most welcome to drop in to discuss your needs. Make sure you call in for an informal chat or make an appointment for an in depth interview.

You can contact us on:
T: 01254 354 354 or 354 056
E: info@accross.ac.uk
Alternatively log onto our e-guidance facility situated on the front of the college website.

Information, Advice & Guidance Service

CHOOSING THE RIGHT COURSE
You are clearly making a big decision and what you choose to do now will have a huge impact on the rest of your life, so you need to think carefully. You will need guidance to help you to plan for your future and to make sure that the choice you make now is right for you.

If you are leaving school and would like to find out about college courses, please ask your personal adviser or year tutor to put you in touch with either a College School Liaison Officer or a College Career Guidance Advisor. If you are an adult looking for study options please contact the College Career Guidance Service who will be able to offer information, advice & guidance.

School Liaison Team: 01254 354 052
Information, Advice & Guidance Team: 01254 354 354

EXPERT HELP & ADVICE
All students are entitled to free and impartial careers advice from the College’s Information, Advice & Guidance Service. We are passionate about supporting you to achieve your aspirations and helping you to reach your goals, dreams and ambitions in study, a new career, progression to other courses or to University, promotion at work or personal & professional development.

We can help with:
- Finding learning, training and progression opportunities that are right for you and your personal circumstances
- Support your learning, liaise with tutors and support networks
- Develop your CV and Job Searching Skills
- Help you to understand employability skills and the Labour Market
- Help you to deal with any problems or barriers you may face during your time with college
- Advise and signpost you to other Professional Organisations that can help you

HOW TO CONTACT US
You can find our service on the landing of the Broad Oak Building adjacent to reception where you will be most welcome to drop in to discuss your needs. Make sure you call in for an informal chat or make an appointment for an in depth interview.

You can contact us on:
T: 01254 354 354 or 354 056
E: info@accross.ac.uk
Alternatively log onto our e-guidance facility situated on the front of the college website.

How to enrol & general information

IN PERSON
Monday - Friday, 9am - 4pm at the Broad Oak Centre, Broad Oak Road, Accrington, Lancashire. BB5 2AW

BY POST OR ONLINE
If you know the details of the course you require, email the Career Guidance Service to request a postal enrolment form or complete the online form.
E: info@accross.ac.uk
W: www.accross.ac.uk/how_to_enrol

BY TELEPHONE
If you wish to pay your fees by credit or debit card, enrolments can be processed over the phone. Please ring 01254 354 039 during normal office hours.

Please note all credit/debit card enrolments must be confirmed by signing and returning the learner agreement form within two weeks of the telephone enrolment. Any enrolments that are not confirmed will be withdrawn from the course.

We regret that instalments cannot be arranged through the postal enrolment service.

FINANCIAL HELP & DISCRETIONARY LEARNER SUPPORT FUND

The College has access to a range of financial support packages (Bursaries). Learners can apply for financial support to help with costs associated with their study, including, for example, child care expenses, equipment or travel costs. All applications will be assessed on an individual basis.

We recommend that students apply early as funds are limited and demand is always extremely high. If you would like a more detailed discussion about the financial support which may be available, then please contact the Student Admin Team on:
T: 01254 354 197 or 354 032
E: studentadmin@accross.ac.uk

FREE LEARNING

14-18 year old learners are entitled to have their fees remitted.

Any learner aged 19-23 studying their first full Level 2 or 3 or a Diploma at Level 4 qualification is entitled to have their fees remitted.

Any learner aged 19-23 who enrolls on an entry or Level 1 in order to step up to a Full Level 2 is entitled to have their fees remitted. This does NOT include English, Maths or ESOL.

Free fees are subject to change in-line with Government Legislation.

REFUND POLICY

Learners will not be eligible for refunds if they decide to stop attending their course. Learners can receive a full refund if their course is cancelled by the College, they suffer a long term illness and provide a doctor/hospital letter, or a formal complaint is made and upheld.

Learners may withdraw from a course before it commences, but there will be a £15 administration fee. You may appeal against any refund decisions in writing to the MI Manager, who will review the case.

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The details in this course guide were correct at the time of print. The college however, reserves the right to alter the information contained in this publication at any time. Classes will run subject to sufficient student numbers, please check with our staff if you want to be sure that a programme is running or a specific facility is in operation. Please call the college’s main reception with any enquiries you may have on 01254 389 933.

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Our success rates put us in the top 10% of FE and tertiary colleges in the country and make us number one in Pennine Lancashire.