

Courses for Adults



south essex college
ADULT EDUCATION

2019 - 2020



Gain new skills



Continue your education



Realise your career ambitions

www.southessex.ac.uk/adults

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If you do not already hold a C grade (grade 4 in the new grading system) at GCSE or a Functional Skills level 2 qualification, our English and maths courses will be **FREE****

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* One **free** course available in each subject area, studying two courses in the same subject area will incur a cost. See page 5 for more information.

** You must be living in the UK or an EU country for three or more years prior to starting the course for it to be **free**.

*** **Free** if in receipt of certain unemployment benefits (please call on 01702 220409 to check your eligibility).

Getting back into education can be a daunting task

If you want to gain your first qualification, are looking for a job after a period of unemployment or planning to upgrade your current skillset, we are here to help you on your journey.

From introductory and home learning courses, to work-based learning and vocational diplomas we can offer the advice and support you need. We also offer a range of courses that are completely **FREE**.

When you study with us you'll get dedicated guidance from your tutors and our specialist support teams.

Support does not end with your current course. We also support you towards your future. Our student services team are on hand to help you with nationwide university applications.

There is no need to worry about how you are going to pay for your course, as there may be financial support available to you.



Fee waivers of up to 100% are available, depending on circumstances such as your age and household income. See page 4 for more information



Levels Explained

EL1 EL2 EL3 Entry Levels, 1, 2 & 3

Entry levels are for beginners and ideal for anyone who wishes gain a basic knowledge of a subject/study area. There are no formal entry requirements for these levels.

L1 Level 1

A Level 1 course is the first fundamental step to gaining knowledge in a profession, job or industry. Students must demonstrate the ability to study at a Level 1 in English and maths.

L2 Level 2

These intermediate courses require students to be working at Levels 1-2 in English and maths, depending on individual subject areas. Perfect for progression from a Level 1 course or for students who are not quite ready for a Level 3.

L3 Level 3

Level 3 courses are for students who are looking to advance their education for employment and personal development. These qualifications are a gateway to Higher Education. Entry requirements are to have English and maths at Level 2 or GCSE English and maths at grade 4 (C grade).

L4 L5 Levels 4/5

These levels are the first steps into Higher Education. Levels 4 and 5 are needed for specific professional careers, or will enable you to move into management and leadership roles within your current career.

What you will need to enrol



Passport

Or any other form of ID that shows your name, address and/or immigration status.



Proof of income

Including any benefits received over the last three weeks if applicable.



Method of payment

To cover any fees or deposits if applicable.



Qualifications

Proof of any previous qualifications etc.



Funding - will I have to pay?

- **If I am in receipt of JSA, ESA or any other benefit?**

Most Entry Level, Level 1 and Level 2 courses are funded. This does depend on each individual course. Please speak to a member of our funding team for more information.

- **If I am aged 19-23?**

The exemption rule means you are entitled to full funding for your first Level 2 and Level 3 course. Entry Level or Level 1 courses first are also fully funded.

- **If I am aged 19 plus?**

You're first full Level 2 course will be funded if you are unemployed, as will enrolment onto Entry Level or Level 1 courses. If you are looking for funding for a further Level 2 course, you may be able to apply for a Professional and Career Development Loan or be eligible to apply for a bursary to assist with your course fees.

- **If I am aged 24 plus and require funding for certain Level 3 courses?**

You can apply for the Advanced Learner Loan. The Advanced Learner Loan is the most common way to fund one of our Access to Higher Education courses.

- **FREE* Adult English and Maths GCSE & Functional Skills courses**

These courses are free if you do not already hold either GCSE at C grade or higher (grade 4 or higher) or a Functional Skills Level 2.

*You must be living in the UK or an EU country for three or more years prior to starting the course for it to be free. If you have not been living in the UK or an EU country for three years prior to the start of the course, please contact our funding team at Funding@southessex.ac.uk

- **None of this applies to me**

There may be a percentage of the course fee waived. This depends on circumstances such as your income, age and employment status. If you have any other questions, you can contact the funding team.

Contact us

Contact one of our course advisers for more information on fees and funding.

01702 220 400

**courseadvisers@
southessex.ac.uk**



Access Courses



Designed to get you back in to education

Specifically for mature learners

Recognised by universities

Full level 3 equivalent qualification

Access to Higher Education

Access courses are designed for people who have been out of education for some time. These courses provide you with a good foundation for studying at university level. Completing an access course will ensure that you are confident and well prepared to go on to study a degree. The Access to Higher Education Diploma is widely recognised by universities and is a full level 3 qualification. Examples of other level 3 qualifications include A-levels and BTEC Extended Diplomas.



If you continue your studies directly on to a university degree in the same subject the loan for your access course will be written off.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Art and Design	1175	L3	Southend	September 2019	One year	£3,000
Business	5531	L3	Southend	September 2019	One year	£3,000
Counselling	5291	L3	Southend	September 2019	One year	£3,000
Forensics and Criminology	20314	L3	Southend	September 2019	One year	£3,000
Health Professions	1178	L3	Southend or Thurrock	September 2019	One year	£3,000
Media	60132	L3	Southend	September 2019	One year	£3,000
Science	1182	L3	Southend	September 2019	One year	£3,000
Social Studies	1179	L3	Southend	September 2019	One year	£3,000
Sport Science	55137	L3	Southend	September 2019	One year	£3,000
Teaching	1176	L3	Southend	September 2019	One year	£3,000

Pre-access to Higher Education

Course Title	Code	Level	Campus	Start date	Duration	Fee
Creative Industries	85758	L2	Southend	TBC	18 weeks	FREE



Part-time courses

Designed to gain or upgrade your skills to enable you progress in your career or to further education

Accounting

Take the opportunity to improve your job prospects or look at changing your career by taking one of our many bookkeeping or accountancy courses. With courses ranging from Levels 1-4 we can meet your educational needs.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Accounting (Award)	TBC	L1	Basildon or Southend	Various	One week	£175 or FREE*
AAT Accounting	90104	L2	Southend or Thurrock	September 2019	36 weeks	£950
	90105	L3	Southend or Thurrock	September 2019	One year	£1,435
	90106	L4	Southend or Thurrock	September 2019	One year	£1,950
Bookkeeping and Accounts	90116	L1	Southend or Thurrock	Various	12 weeks	£295
	90117	L2	Southend or Thurrock	Various	12 weeks	£155
SAGE Computerised Accounts	90118	L1	Southend or Thurrock (evenings)	Various	10 weeks	£175
			Southend (weekends)	Various		
	90119	L2	Southend or Thurrock (evenings)	Various	12 weeks	£295
			Southend (weekends)	Various		

Art and Design

Our two Foundation Diplomas validated by the University of the Arts London, are dynamic, intensive and creative and cover a wide range of specialist areas that will help you prepare a portfolio to assist with entry onto a higher education course.

Course Title	Code	Level	Campus	Start date	Duration	Fee
University of the Arts London (UAL) Foundation Diploma in Art and Design (General Pathway)	5004	L4	Southend	September 2019	One year	£3,000
University of the Arts London (UAL) Foundation Diploma in Art and Design (Costume Pathway)	5004	L4	Thurrock	September 2019	One year	£3,000

Aviation

Our aviation course will prepare you for a career in the aviation industry or to progress to higher education.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Aviation Operations	55131	L3	Southend	September 2019	One year	£2,500

Beauty Therapy

If you are interested in a career in the hair and beauty business or even fancy a job in media hair and makeup, we have the course for you. You will complete the course having gained the skills you need to pursue your chosen career.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Beauty Therapy	50010	L2	Thurrock	September 2019	One year	£1,600
Beauty Therapy (NVQ)	50015	L3	Thurrock	September 2019	One year	£2,500
City & Guilds Hairdressing	50222	L3	Thurrock	Various	One year (evenings)	£1,250
	50095	L3	Thurrock	Various	One year (full-time)	£2,500
Hair and Media Makeup (Adults)	50303	L2	Thurrock	Various	One year	£1,250
Hairdressing (Adults)	50143	L2	Thurrock	September 2019	One year	£1,250

Business and Management

If you want to further your career in human resource practices or legal administration or are considering a career change to one of these areas, our courses will provide you with the skills and knowledge you need.

Course Title	Code	Level	Campus	Start date	Duration	Fee
CIPD Human Resource Practices	80017	L3	Southend	September 2018	Nine weeks	£1,250
Legal Administrators and Personal Assistants	6725	L2	Southend	Various	One year	£800
	6726	L3	Southend	September 2018	One year	£1,250

Childcare

This qualification will enable you to prove that you have an understanding of how to safeguard and protect children and young people.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Safeguarding and Protecting Children and Young People	20337	L2	Basildon or Southend	Various	One day	£65 or FREE*

*FREE if in receipt of certain unemployment benefits (please call on 01702 220409 to check your eligibility)

Construction and Engineering

Our courses are ideal if you are looking to further your career or seek employment in the construction or engineering industry. We offer a number of courses in a variety of subjects.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Computer Aided Design	35099	L2	Southend	September 2019	16 weeks	£500
Electrical Installations	35011	L2	Thurrock	September 2019	Two years	£1,250
Fabrication and Welding Practice (Adults)	35023	L2	Thurrock	Various	One year	£950
ABC Fabrication and Welding Practice	35025	L3	Thurrock	Various	One year	£1,250
ABC Fabrication and Welding Practice	35029	L3	Thurrock	Various	One year	£2,500
BTEC Construction and the Built Environment	5817	L3	Thurrock	Various	One year	£2,500
BTEC Engineering	35104	L3	Thurrock	Various	Two years	£2,500
City & Guilds Carpentry and Joinery (site carpentry)	40000	L3	Thurrock	Various	One year	£2,500
City & Guilds Carpentry and Joinery (bench joinery)	40084	L3	Thurrock	Various	One year	£2,500
City & Guilds Electrical Installations	35013	L3	Thurrock	Various	One year	£2,500
Computer Aided Design	35100	L3	Southend	September 2019	12 weeks	£600

Important note: Please be aware you may need a L2 qualification before moving onto a L3. Please contact courseadvisers@southessex.ac.uk for more information.

Counselling

Our programmes are ideal if you wish to enhance your communication skills within your primary role and start training to become a qualified counsellor. Our Level 3 programme builds on your skills to enable you to seek employment in the industry.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Health and Safety	20167	L2	Classroom-based	September 2018	One day	£75
CPCAB Introduction to Counselling Skills	20260	L2	Southend	Various	10 weeks	£175
CPCAB Counselling Skills	7436	L2	Southend	Various	One year	£395
	7437	L3	Southend	Various	One year	£800

Customer Service

Course Title	Code	Level	Campus	Start date	Duration	Fee
Conflict Management	20334	L2	Basildon or Southend	Various	One day	£95 or FREE*



First Aid

Our first aid courses are aimed at satisfying employer requirements in a range of industry settings.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Emergency First Aid	TBC	L3	Basildon or Southend	Various	One day	£65
Emergency First Aid at Work	20335	L3	Basildon or Southend	Various	One day	£65
First Aid at Work	20336	L3	Basildon or Southend	Various	Three days	£125
Paediatric First Aid	7382	L3	Basildon, Southend or Thurrock	Various	Two days	£95
Emergency Paediatric First Aid	9158	L3	Basildon or Southend	Various	One day	£65

Health and Safety

Our health and safety courses ensure that you are armed with the knowledge and skills to be safe at work.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Control of Substances Hazardous to Health	35214	L2	Basildon or Southend	Various	Half-day	£55 or FREE*
Health and Safety (Award)	TBC	L1	Basildon or Southend	Various	One day	£75 or FREE*
Health and Safety in the Workplace	7242	L2	Basildon, Southend or Thurrock	Various	One day	£75
Manual Handling	7247	L2	Southend	September 2019	Half-day	£55
Risk Assessment	7245	L2	Basildon or Southend	Various	Half-day	£55



Hospitality and Catering

We offer a wide range of courses to either develop or gain new skills to enable you to progress or seek employment in the hospitality and catering industry. From patisserie to customer service, we have a course that will suit your needs.

Course Title	Code	Level	Campus	Start date	Duration	Fee
ABC Patisserie and Confectionery	50220	L3	Southend	September 2019	17 weeks	£1,000
Advanced Professional Cookery	50098	L3	Southend or Thurrock	September 2019	One year	£1,800
Customer Service	TBC	L1	Basildon or Southend	Various	One day	£65 or FREE*
Customer Service	90237	L2	Basildon, Southend or Thurrock	September 2019	One day	£65 or FREE*
Food Allergen Awareness	50332	L2	Basildon or Southend	Various	One day	£65 or FREE*
Food Safety in Catering	7237	L2	Basildon or Southend	Various	One day	£65 or FREE*
Personal Licence Holders	50108	L2	Basildon or Southend	Various	One day	£95 or FREE*
Professional Patisserie and Confectionery	50285	L2	Southend or Thurrock	Various	17 weeks	£400
Underage Sales Prevention	50331	L2	Basildon, Southend or Thurrock	September 2019	Half-day	£55 or FREE*
Supervising Food Safety in Catering	7238	L3	Classroom-based	Various	Three days	£125

*FREE if in receipt of certain unemployment benefits (please call on 01702 220409 to check your eligibility)

Information Technology

Our ICT courses are ideal if you want to improve your computer skills or are interested in a career in ICT systems support.

Course Title	Code	Level	Campus	Start date	Duration	Fee
IT Users	TBC	EL1 → L2	Basildon, Southend or Thurrock	Various	Two days per module	£75 per module
ICT Professional Competence	7463	L2	Southend	Various	35 weeks	£540



Security & Stewarding

Course Title	Code	Level	Campus	Start date	Duration	Fee
Door Supervisor	20097	L2	Basildon or Southend	Various	Six days	£175
Physical Intervention Skills for Private Security Industry	20098	L2	Classroom-based	Various	Two days	£95



For more information on possible funding options, please check page 4. You can also contact one of our course advisers.

01702 220 400

courseadvisers@southessex.ac.uk

Sport

We offer a course that provides an industry relevant qualification if you want to work in the fitness industry and a course that develops your skills in order to gain employment as a sports massage therapist.

Course Title	Code	Level	Campus	Start date	Duration	Fee
CYQ in Fitness Instructing-Gym-Based Exercise	6522	L2	Southend	Various	15 weeks	£600
Sports Massage	20279	L3	Southend	Various	One year	£1,995

Teacher Training

Our Level 3 course in Education and Training is an introduction to education and suitable if you are interested in starting a career in teaching and training. The Level 5 course fulfils the professional requirements for becoming a teacher in the Lifelong Learning sector.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Education and Training	80044	L3	Southend	Various	Ten weeks	£370
	5624	L5	Southend	Various	Two years (one evening per week)	£1,750 per year



Evening and weekend courses

Weekday evenings

Saturday mornings

Taster sessions

Business skills

Hobbies



Course	Cost	When	Hours	Number of weeks	Campus
Adobe InDesign (Beginners)	£80.00	Weekends	3	3	Southend
Adobe Lightroom for Photographers	£80.00	Evenings	2.5	4	Thurrock
Adobe Photoshop (Beginners)	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Adobe Photoshop (Developing Skills)	£80.00	Weekends	3	3	Southend
Aromatherapy Massage	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
AutoCAD	£260.00	Evenings / Weekends	2.5 or 3	10 or 8	Southend / Thurrock
Back, Neck & Shoulder Massage	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Blogging with Wordpress	£80.00	Evenings / Weekends	2.5	4	Southend
Bread making Taster	£60.00	Evenings / Weekends	3	1	Southend
Christmas Cake Making Taster	£60.00	Evenings / Weekends	3	1	Southend
Creative Writing	£120.00	Weekends	3	5	Southend
Creative Writing (Developing Skills)	£120.00	Weekends	3	5	Southend
DCPC Training for Drivers	£65.00	Weekends	7	1	Various
Contact the Logistics Team for more details by emailing logisticsteam@southessex.ac.uk					
Defined Brows Taster	£30.00	Evenings / Weekends	3	1	Southend
Digital Photography (Beginners)	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Digital Photography (Developing Skills)	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Garment Construction	£90.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Gel Polish Taster	£30.00	Evenings / Weekends	3	1	Southend
Hairdressing Taster	£30.00	Evenings / Weekends	2	1	Southend
Themed Cup Cake Making	£60.00	Evenings / Weekends	3	1	Southend
Holistic Massage	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Indian Head Massage	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock

Course	Cost	When	Hours	Number of weeks	Campus
Interior Design 1	£90.00	Evenings / Weekends	2.5 or 3	5 or 4	Southend / Thurrock
Internet Radio & Podcasting	£110.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Japanese (Beginners 1)	£230.00	Weekends	3	10	Southend
Japanese (Beginners 2)	£230.00	Weekends	3	10	Southend
Japanese (Developing Skills)	£230.00	Weekends	3	10	Southend
Lash Lift Taster	£30.00	Evenings / Weekends	3	1	Southend
Manicure Taster	£30.00	Evenings / Weekends	3	1	Southend
Maximising your Website	£98.00	Evenings / Weekends	2.5 or 3	5 or 4	Southend
Pattern Cutting	£110.00	Evenings / Weekends	2.5 or 3	5 or 4	Southend / Thurrock
Photography (Digital Black and White)	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Photography (Night Time)	£80.00	Evenings	2.5	4	Southend
Photography (Outdoor)	£80.00	Weekends	3	3	Southend
Photography (Studio)	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Pizza Making Taster	£60.00	Evenings / Weekends	3	1	Southend
Radio Broadcasting 1	£98.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Radio Broadcasting 2	£98.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Reflexology	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Search Engine Optimisation	£98.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Semi-Permanent Lashes Taster Day	£85.00	Weekends	5.5	1	Southend
Social Media Marketing	£110.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend
Spanish Beginners 1	£170.00	Weekends	3	8	Southend
Spanish Beginners 2	£170.00	Weekends	3	8	Southend
Spray Tanning Taster	£30.00	Evenings / Weekends	3	1	Southend
Swedish Massage	£80.00	Evenings / Weekends	2.5 or 3	4 or 3	Southend / Thurrock
Thermal Auricular (Ear Candle) Taster	£30.00	Evenings / Weekends	3	1	Southend
Waxing Taster	£30.00	Evenings / Weekends	3	1	Southend
Website Design 1	£115.00	Weekends	3	5	Southend
Website Design 2	£115.00	Weekends	3	5	Southend
Website Design 3	£115.00	Weekends	3	5	Southend



Education

Business

Health and Social Care

Fully funded modules that you can study at your own pace.

Distance learning

You will attend College for an induction session and then work online at home with our E-Assessor programme. All work is submitted online and booklets are provided through the portal to support your learning. You can study one course in each area for **FREE***. These courses are suitable for both employed workers who want to upskill in their current roles and unemployed people who want to learn new skills to help them gain a job.

Education

You can study **one** course in this area for **FREE***

Course Title	Code	Level	Area	Start date	Duration	Fee
Introducing Caring for Children and Young People	20328	L2	Education	Various	Up to ▶ 18 weeks	FREE*
Principles of Working with Individuals with Learning Disabilities	20294	L2	Education	Various	Up to ▶ 18 weeks	FREE*
Understanding Autism	20295	L2	Education	Various	Up to ▶ 18 weeks	FREE*
Understanding Behaviour that Challenges	20291	L2	Education	Various	Up to ▶ 18 weeks	FREE*
Understanding Children & Young People's Mental Health	20349	L2	Education	Various	Up to ▶ 18 weeks	FREE*

*One **FREE** course available in each subject area, studying two courses in the same subject area will incur a cost. Please call 01702 220 400 for more details or to talk to one of our course advisers.

Distance Learning

Business

You can study **one** course in this area for **FREE***

Course Title	Code	Level	Area	Start date	Duration	Fee
Equality & Diversity	85524	L2	Business	Various	Up to ▶ 12 weeks	FREE*
Information, Advice and Guidance	20298	L2	Business	Various	Up to ▶ 12 weeks	FREE*
Lean Organisation Management Techniques	35216	L2	Business	Various	Up to ▶ 18 weeks	FREE*
Principles of Business and Administration	90231	L2	Business	Various	Up to ▶ 12 weeks	FREE*
Principles of Customer Service	90240	L2	Business	Various	Up to ▶ 18 weeks	FREE*
Principles of Warehousing and Storage	50341	L2	Business	Various	Up to ▶ 18 weeks	FREE*
Retail Operations	50340	L2	Business	Various	Up to ▶ 18 weeks	FREE*
Team Leading	90239	L2	Business	Various	Up to ▶ 12 weeks	FREE*
Understanding Data Protection and Data Security	90280	L2	Business	Various	Up to ▶ 12 weeks	FREE*
Understanding Excellence in Customer Service for Hospitality	50366	L2	Business	Various	Up to ▶ 12 weeks	FREE*



Contact us

01702 220 400
[courseadvisers@
southessex.ac.uk](mailto:courseadvisers@southessex.ac.uk)

You can study **one** course in this area for **FREE***

Course Title	Code	Level	Area	Start date	Duration	Fee
Awareness of Mental Health Problems	20318	L2	Health and social care	Various	Up to ▶ 18 Weeks	FREE*
Common Health Conditions	20319	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Counselling Skills	20322	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Customer Service for Health and Social Care settings	20323	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Falls Prevention Awareness	20350	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Improving Personal Exercise, Health & Nutrition	55144	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Principles of Care Planning	20321	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Principles of Dementia Care	20324	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Principles of End of Life Care	20320	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Principles of the Prevention and Control of Infection in Healthcare Settings	20293	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Safe Handling of Medication in Health and Social Care	20299	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Specific Learning Difficulties	80067	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Understanding Dignity and Safeguarding in Adult Health and Social Care	20325	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Understanding Nutrition and Health	20327	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Understanding the Care and Management of Diabetes	20292	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*
Understanding Safeguarding & PREVENT	80068	L2	Health and social care	Various	Up to ▶ 18 weeks	FREE*
Understanding Working With People With Mental Health Needs	20340	L2	Health and social care	Various	Up to ▶ 12 weeks	FREE*



**Increase your skills whilst
in full-time employment**

Work-based Learning

Our work-based learning courses offer you the opportunity to increase your skills and knowledge whilst in full-time employment.

Course Title	Code	Level	Campus	Start date	Duration	Fee
Diploma in Business Administration	90259	L3	Work-based	Various	Up to ▶ 18 months	£2,500
Diploma in Management	90260	L3	Work-based	Various	Up to ▶ 18 months	£2,500
Award in Assessing Vocationally Related Achievement	80064	L3	Work-based	Various	Up to ▶ One year	£450
Award in Assessing Competence in the Work Environment	80081	L3	Work-based	Various	Up to ▶ One year	£450
Certificate in Assessing Vocational Achievement	80079	L3	Work-based	Various	Up to ▶ One year	£800
Award in Internal Quality Assurance of Assessment Process and Practice	80078	L4	Work-based	Various	Up to ▶ One year	£550

Course Title	Code	Level	Campus	Start date	Duration	Fee
Certificate in an Introduction to Early Years Education & Care	20242	L2	Work-based	Various	One year	£1,795
Diploma for the Early Years Workforce (Early Years Educator)	20229	L3	Work-based	Various	Two years	£2,500
Certificate for the Children and Young People's Workforce	20383	L2	Work-based	Various	One year	£1,265
Diploma for the Children and Young People's Workforce	20086	L3	Work-based	Various	Up to ▶ 18 months	£2,500
Award in ICT in Early Years	20360	L3	Work-based	Various	Up to ▶ 6 months	£450
Award in Preparing to Work in Home Based Childcare	20243	L3	Work-based	Various	16 weeks	£350
Certificate for the Early Years Advanced Practitioners	20290	L4	Work-based	Various	One year	£800
Award in Preparing to work in Schools	80073	L1	Work-based	Various	Up to ▶ 6 months	£336
Certificate in Supporting Teaching and Learning	80074	L2	Work-based	Various	One year	£1,265
	80075	L3	Work-based	Various	One year	£1,400
Diploma in Supporting Teaching and Learning	80076	L3	Work-based	Various	18 weeks	£2,200
Certificate for the Advanced Practitioner in Schools & Colleges	80077	L4	Work-based	Various	One year	£800
Award in Supporting Children & Young People's Speech, Language & Communication	20261	L3	Work-based	Various	Up to ▶ three months	£500
TDA 3.8 Supervise Whole Class Activities (Unit only)	80048	L3	Work-based	Various	Up to ▶ three months	£200

Work-based Learning

Course Title	Code	Level	Campus	Start date	Duration	Fee
Diploma in Adult Care	20357	L2	Work-based	Various	One year	£1,987
	20358	L3	Work-based	Various	18 months	£2,555
	20359	L4	Work-based	Various	Two years	£2,850
Door Supervision (Includes Physical Intervention)	9108	L2	Work-based	Various	Five days + Exams	£175
Providing Security Services	20050	L2	Work-based	Various	Three to six weeks	£325
Spectator Safety	55035	L2	Work-based	Various	Three to six weeks	£325



**Increase your skills whilst
in full-time employment**

Free* courses to get you back into work



iLearn

iLearn courses are a convenient and quick way of gaining industry-based qualifications in a wide range of subjects.

Course Title	Code	Level	Campus	Start date	Duration	Fee
iLearn Childcare	20339	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	Three weeks	FREE*
iLearn Forklift (Includes Forklift Licence)	50332	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	16 days	FREE*
iLearn Goods Vehicle Driver (CPC)	35215	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	17 days	FREE*
iLearn Health & Social Care	20338	MULTIPLE LEVELS	Basildon or Southend	Various	Three weeks	FREE*
iLearn Hospitality	50307	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	Three weeks	FREE*
iLearn Office Skills	45122	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	Three weeks	FREE*
iLearn Accounting	TBC	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	Three weeks	FREE*
iPrep - Preparing you to return to work	TBC	MULTIPLE LEVELS	Basildon or Southend	Various	Two weeks	FREE*
iLearn Security (Includes SIA Licence)	20331	MULTIPLE LEVELS	Basildon, Southend or Thurrock	Various	17 days	FREE*

*FREE if in receipt of certain unemployment benefits (please call on 01702 220409 to check your eligibility).

English and maths

English and maths qualifications are the fundamental building blocks to achieving your goal. Whether that involves further education, going to university or training to improve your employability. If you do not already hold a C grade (grade 4 in the new grading system) at GCSE or a Functional Skills level 2 qualification, our English and maths courses will be **FREE***.

All of our adult courses require you to have a certain level of English and maths. These can be GCSEs or Functional Skills qualifications. The standard entry requirement for universities in this country, is to have at least a C grade (grade 4 in the new grading system) at GCSE and the majority of employers look for these qualifications in their employees.

For all of our English and maths courses you will be required to complete an assessment. The outcome of this assessment will determine whether or not you will be suitable for the course. After a successful assessment you will be offered a place on the course. If you are unsuccessful, we will offer you an alternative course aimed at preparing you for progression to an English and/or maths course.

If you don't have a Grade C or Level 2 qualification in English and maths this course is **FREE**



Course Title	Code	Level	Campus	Start date	Duration	Fee
Adult English and Maths (GCSE) and Functional Skills Level 1 & 2 Pathways	ENGMATHS	L1 → L2	Southend or Thurrock	Various	16 weeks (full-time)	FREE*

This course is unsuitable for learners who already hold a GCSE grade C / grade 4 or above.

*You must be living in the UK or an EU country for three or more years prior to starting the course for it to be free. If you have not been living in the UK or an EU country for three years prior to the start of the course, please contact our funding team at Funding@southessex.ac.uk

English for Speakers of Other Languages

English as a Foreign Language

International English Language Testing System

ESOL, EFL and IELTS

- **ESOL** courses focus on the language you require to live and work in Britain. These skills include grammar, pronunciation, speaking and listening. The emphasis is on everyday cultural references and productive skills such as reading and writing to understand and deal with forms, emails, texts and advertisements. Your studies will also increase your ability to communicate with friends and colleagues.
- **EFL** courses focus on improving grammar, vocabulary, pronunciation and all four skills (reading, writing, listening and speaking). At higher levels EFL training will also lay the foundations for the use of English in academic contexts. This is because many of our learners go on to study either in Britain or at other English-speaking countries all over the world. EFL courses prepare you for examinations that can be used in the UK and internationally.
- **IELTS** (International English Language Testing System) This course is suitable if you wish to obtain or improve your IELTS score. This is now a requirement for most university courses, professional career paths, and visa applications. This course allows you to practise various aspects of the IELTS academic test (for UKVI) and improve your exam skills and strategies. You will study for six hours per week but the course can also be a component of a Full-Time EFL programme.

Course Title	Code	Level	Campus	Start date	Duration	Fee
English as a Foreign Language (EFL)	75010	Beginner to Advanced	Southend	Various	16 weeks (full-time)	£1,800
	75009		Southend	Various	16 weeks (part-time)	£730
English for Speakers of Other Languages (ESOL)	85635	Beginner to Advanced	Southend or Thurrock	Various	One year (daytime)	£770
	85637		Southend or Thurrock	Various	One year (evenings)	£525
International English Language Testing System (IELTS)	75011	N/A	Southend	Various	16 weeks	£730



"The EFL course at South Essex College has taught me both social and speaking skills and definitely improved my English. The teachers are very friendly, always doing their best to help me. I have achieved an IELTS score of 6.5 and I plan to study a business studies degree in September"

Xuan Zhu
English as a Foreign Language

Contact us

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EFL@southessex.ac.uk
 or call:
01702 220 400



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