

EVENING CLASSES



Adult Education
Short Courses
Commencing
January 2010



Ballyfermot College of Further Education
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Adult Education 2010

Welcome to the January 2010 BCFE Adult Education brochure.

We have included a number of new courses for January 2010 and hope you will find something of interest.

New courses include:

- ❖ *Credit Union Studies (FETAC Level 5)*
- ❖ *Art & Craft for Childcare (FETAC Level 5)*
- ❖ *Life Drawing*
- ❖ *After Effects Post Production*
- ❖ *Opening the door to you and your power*
- ❖ *Art Portfolio Preparation Summer Course*

As always we are open to submissions from groups/ companies with ideas for new courses or training/ development opportunities. Rooms in BCFE can also be hired at very competitive rates by groups/ companies.

The September 2010 brochure featuring longer courses and favourites such as Art Portfolio Preparation in early summer, so early booking of places is advised.

We look forward to seeing you in January!

Caroline McKenna

Director of Adult Education



BCFE
BALLYFERMOT COLLEGE OF
FURTHER EDUCATION

Art and crafts

A1 INTRODUCTION TO DRAWING, PAINTING & SCULPTING *New*

This course is perfect for those curious about art but don't know where to begin, students will be introduced to the fundamentals of drawing, painting and sculpture. Basic materials will be included in the price of the course.

WEDNESDAY

7-9.00pm

DURATION: 10 weeks

COST: €140.00

A2 INTRODUCTION TO LIFE DRAWING *New*

This course is perfect for people curious about life drawing but don't know where to begin. Students will be introduced to the process of drawing the human body in its various shapes and positions. (Note a model will be used for all life drawing sessions and students under 18 will be required to provide parental consent prior to course commencement).

Monday

7-9.00pm

Duration: 10 weeks.

Cost: €120.00

A3 ART PORTFOLIO PREPARATION SUMMER COURSE *New*

BCFE PORTFOLIO PREPARATION SUMMER SCHOOL 2010

This course is geared towards students that are considering developing an art portfolio for further study. It would be particularly suitable for transition and 5th year students.

The course covers the fundamentals of design and visual studies. A strong emphasis will be placed on drawing and exploring a range of media and materials. Over the course duration, students will gain an insight into creating a portfolio and will include a visit to a gallery and 'location drawing'.

All applicants should be a minimum of 16 years. A letter giving parental/ guardian consent will be required from applicants under 18 years.

Numbers are restricted so early booking is strongly advised.

All participants should bring a packed lunch daily and should have their own art kit consisting of the following:

Brushes, pencils, graphite pencils, charcoal, pastels, acrylic paints and brushes, A3 Sketch pads.

Cost: €300, closing date is Wednesday, 26th May 2010. Payment should be included with application, with cheques, postal orders or bank drafts made payable to City of Dublin VEC (CDVEC). Cash cannot be accepted. Students must bring CDVEC receipt for admittance to class on the first day.

Course commences Tuesday, 8th June from 10am -4pm daily in BCFE Arts Building, Kylemore Rd.

Duration: Week 1: Tuesday 8th – Friday, 11th June

Week 2: Monday, 14th- Friday 18th June.

Course content queries may be answered by contacting the tutor Brian Walshe – 01 6269421

Personal Development

B4 INDIAN HEAD MASSAGE & COMPLIMENTARY THERAPIES

During the first 5 weeks of this course participants will learn the basic techniques in Indian Head Massage. The following 5 weeks include looking at different systems which can help in balancing the energy centres of the body, such as aromatherapy, crystal healing and Reiki.

Wednesday 7-9.00pm Duration: 10 weeks. Cost: €120.00

B4A THE ESSENTIAL BEAUTY COURSE *New*

A ten week beauty course covering the essential beauty treatments, manicure, pedicure, eyebrow shaping and make-up, a day look, smokey eye look and natural look. there will also be a demonstration on how to do spray tan.

For further information contact Aoife on 086-609899

Monday 7-9.00pm Duration: 10 weeks. Cost: €120.00

B5 OPENING THE DOOR TO YOU AND YOUR POWER! *New*

Whether you are considering a return to Learning, or just wishing to develop your confidence, self awareness and ability to live your life more effectively, this course is for you!

Its' purpose is to empower you and provide you with the tools you need that you can apply to everyday living and take with you into the future. It will cover such areas as:

- What is involved in Return to Learning
- How to prepare prior to taking a place in College that will give you a solid platform on which to build
- Simple ways of dealing with literacy problems
- Expressing yourself powerfully
- Self organisation
- Dealing with Problems, negotiation skills and much much more....

Monday 7-9.00pm Duration: 10 weeks. Cost: €120.00

B6 BALLROOM AND LATIN DANCING - BEGINNERS

Would you like to learn Ballroom, Salsa, Latin American, Waltz, Quickstep, Jive and Cha Cha for fun or a special Occasion?

Wednesday 7-8.00pm Duration: 10 weeks. Cost: €120.00

B7 BALLROOM AND LATIN DANCE FOR IMPROVERS *New*

Following the success of our beginners class last term, we are thrilled to be able to offer an improvers class, so come dancing!

Wednesday 8.15-9.15pm Duration: 10 weeks. Cost: €120.00

Professional & Career Development

C8 IPASS CERTIFIED PAYROLL TECHNICIAN

Payroll Technician (Certified) IPASS

This course is aimed at those working in, or intending to work in, the payroll function. It is designed to provide all the practical skills necessary for payroll personnel to operate efficiently and in compliance with Revenue regulations. To qualify as a Certified Payroll technician, students must successfully complete both stages 1 and 2 with examinations taking place in December and May. This course is also HETAC Approved at Level 6. Course fee includes examination fees, course materials and registration.

All enquiries for application and fees direct to:

IPASS,

IPASS House, H4 Centrepoint Business Park, Oak Road, Dublin 12

Tel: (01) 4089100

Email: ask@ipass.ie Web: www.ipass.ie

Wednesday 7-9.30pm

Duration: 20 weeks.

Cost: €1,090.00

C9 CREDIT UNION STUDIES FETAC LEVEL 5 (L21935) *New*

This module is designed to provide the Learner with the background knowledge required to understand and work in the Credit Union Movement within the financial services industry.

The main outcome of the module is evidence on employment in a credit union, by the ability of learners to communicate the key concepts to members and potential members of credit unions.

The module is designed for Learners wishing to hold demanding administrative roles in credit unions or other financial institutions.

Perspective participants should view the module at www.fetac.ie prior to enrolling.

Monday & Wednesday

6.45-9.45pm

Duration: 12 weeks

Cost: €270.00

(Some Saturdays may be required to make up for public holidays)

C10 ART & CRAFT FOR CHILDCARE FETAC LEVEL 5 (D20121) *New*

This module aims to enable the Learner to understand the value of participation in art & craft activities to the overall development of children 0-7 years. Learners develop skills to plan and carry out appropriate activities with children and equip them with the skills and knowledge to work with children in the art and craft area. Please review the module at www.fetac.ie prior to enrolment.

Monday & Wednesday

6.45-9.45pm

Duration: 12 weeks

Cost: €270.00

(Some Saturdays may be required to make up for public holidays)

C11 POST PRODUCTION & VISUAL EFFECTS WITH AFTER EFFECTS *New*

This course is perfect for people interested in working in post production in the film, TV and animation industry. Classes will cover post production techniques and visual effects for film and animation using Adobe After Effects.

Wednesday 7-9.00pm

Duration: 10 weeks.

Cost: €140.00

INFORMATION ON COURSES

Enrolments

Enrolment times are evenings Monday 11th, Wednesday 13th, Monday 18th and Wednesday 20th January 2010, 7-9pm.

Enrolments in person cannot be facilitated outside these times. Postal enrolments will be accepted from January 1st and should be accompanied by course code and applicant contact details.

Classes

All classes commence week of 25th January 2010 unless otherwise stated. All courses and times may be changed at the discretion of the College. Students should preview course content on the relevant websites of FETAC and IPASS as appropriate to view the suitability of the course for their needs.

Payment

Please review individual course information regarding payment, which may be made by postal order or bank draft. Cash will not be accepted and payment must be received before course commencement. Students for the Payroll

Technician must enrol with IPASS. Payment should be made to IPASS directly.

Invoices

Please request an invoice in writing from: night.school@bcfe.cdvec.ie or by fax 01-62666754 giving full course and personal details. One weeks notice is required.

Refunds

Fees will not be refunded unless a class fails to form. In such cases, fees will be refunded by CDVEC in due course.

Receipts

Official receipt and enrolment form must be brought to the first class and presented to the teacher. **Duplicate receipts cannot be issued.**

Numbers

Any class may be closed or amalgamated if insufficient numbers enrol or if a suitable tutor is not available.



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