


Adult Education Courses


Autumn 2018



Hills Road
Sixth Form College
Adult Education

HillsRoadAdultEducation.co.uk

 Hills Road Adult Education

 @HillsRdAdultEd

*Jewellery
making
techniques
course*

Languages, Arts, Employment Skills
Counselling & Recreational - we have
something for everyone!

HillsRoadAdultEducation.co.uk

Enrol online, by telephone or in person at the College.
Enrolment Evening: Wednesday 5th September 2018,
17:00-20:00, see inside for details.

Languages

| Course | Day | Time | Start Date | No of Weeks | Fee £ |
|------------------------------------|-------|-------------|------------|-------------|-------|
| Arabic beginners level 1 | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| Arabic beginners level 2 | Wed | 19:00-21:00 | 19 Sep | 10 | 120 |
| Arabic beginners level 3 | Wed | 19:00-21:00 | 19 Sep | 10 | 130 |
| Arabic Improvers | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Chinese beginners level 1 | Tues | 18:30-20:30 | 18 Sep | 9 | 99 |
| Chinese beginners level 2 | Thurs | 18:30-20:30 | 20 Sep | 8 | 88 |
| Chinese beginners level 3 | Mon | 19:00-21:00 | 17 Sep | 10 | 130 |
| Chinese improvers | Mon | 19:00-21:00 | 17 Sep | 10 | 140 |
| Chinese intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Chinese upper intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Chinese advanced | Tues | 19:00-21:00 | 18 Sep | 10 | 140 |
| French beginners level 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| French beginners level 2 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| French beginners level 3 | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| French improvers | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| French lower intermediates | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| French upper intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 115 |
| French advanced conversation | Tues | 19:00-21:00 | 18 Sep | 10 | 115 |
| German beginners level 1 | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |
| German beginners level 2 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| German beginners level 3 | Tue | 19:00-21:00 | 18 Sep | 10 | 110 |
| German improvers | Wed | 19:00-21:00 | 19 Sep | 10 | 115 |
| German lower intermediates | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| German upper intermediates | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| German advanced conversation | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Greek (ancient) beginners level 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 140 |
| Greek (ancient) improvers | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Greek (modern) beginners level 1 | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| Greek (modern) improvers | Mon | 19:00-21:00 | 17 Sep | 10 | 140 |
| Greek (modern) lower intermediates | Wed | 19:00-21:00 | 19 Sep | 10 | 140 |
| Italian beginners level 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| Italian beginners level 2 | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |
| Italian beginners level 3 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| Italian improvers | Wed | 19:00-21:00 | 19 Sep | 10 | 115 |
| Italian lower intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 115 |
| Italian advanced | Wed | 19:00-21:00 | 19 Sep | 10 | 115 |
| Italian advanced conversation | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Japanese beginners level 1 | Thurs | 19:00-21:00 | 20 Sep | 10 | 110 |
| Japanese beginners level 2 | Mon | 19:00-21:00 | 17 Sep | 10 | 120 |
| Japanese beginners level 3 | Mon | 19:00-21:00 | 17 Sep | 10 | 130 |
| Japanese lower improvers | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Japanese upper improvers | Tues | 19:00-21:00 | 18 Sep | 10 | 140 |
| Japanese intermediates | Wed | 19:00-21:00 | 19 Sep | 10 | 140 |
| Latin beginners level 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 140 |
| Latin advanced | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Polish beginners level 1 | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |
| Polish beginners level 3 | Tues | 19:00-21:00 | 18 Sep | 10 | 130 |
| Polish improvers | Tues | 19:00-21:00 | 18 Sep | 10 | 140 |
| Polish advanced | Mon | 19:00-21:00 | 17 Sep | 10 | 140 |
| Portuguese beginners level 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| Portuguese beginners level 2 | Wed | 19:00-21:00 | 19 Sep | 10 | 120 |
| Russian beginners level 1 | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| Russian beginners level 2 | Thurs | 19:00-21:00 | 20 Sep | 10 | 120 |
| Russian beginners level 3 | Mon | 19:00-21:00 | 17 Sep | 10 | 130 |
| Russian improvers | Tues | 19:00-21:00 | 18 Sep | 10 | 140 |
| Russian lower intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Russian upper intermediates | Thurs | 19:00-21:00 | 20 Sep | 10 | 140 |
| Russian advanced | Wed | 19:00-21:00 | 19 Sep | 10 | 140 |
| Spanish beginners level 1 | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |
| Spanish beginners level 2, group 1 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| Spanish beginners level 2, group 2 | Mon | 19:00-21:00 | 17 Sep | 10 | 110 |
| Spanish beginners level 3, group 1 | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| Spanish beginners level 3, group 2 | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |
| Spanish improvers | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Spanish lower intermediates | Tues | 19:00-21:00 | 18 Sep | 10 | 115 |
| Spanish upper intermediates | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Spanish advanced conversation | Tues | 19:00-21:00 | 18 Sep | 10 | 115 |
| Turkish beginners level 1 | Wed | 19:00-21:00 | 26 Sep | 10 | 110 |
| Turkish lower intermediates | Mon | 19:00-21:00 | 24 Sep | 10 | 140 |
| Turkish advanced | Tues | 19:00-21:00 | 25 Sep | 10 | 140 |

Tuition fees for language courses vary at different levels to reflect group sizes.

English as a Foreign Language

| Course | Day | Time | Start Date | No of Weeks | Fee £ |
|--|------|-------------|------------|-------------|-------|
| ESOL with diagnostic test | Tues | 19:00-21:00 | 18 Sep | 10 | 115 |
| ESOL entry level 1 and 2 conversation [A1] | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| ESOL pre-intermediates [A2] (KET) | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| ESOL intermediates [B1] (PET) | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| ESOL upper intermediates [B2] (FCE) | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| ESOL advanced [C1 and C2] (CAE) | Tues | 19:00-21:00 | 18 Sep | 10 | 110 |
| IELTS Preparation course [B1-C2] | Wed | 19:00-21:00 | 19 Sep | 10 | 110 |

A1-C2 refers to the Common European Framework of Reference.

Tests can be taken at all levels through Cambridge English:

KET - Key English Test

PET - Preliminary English test

FCE - First Certificate in English

CAE - Cambridge Advanced English

Please see the Cambridge English website for more details of when and where to take the tests:

<http://www.cambridgeenglish.org/find-a-centre/find-an-exam-centre/>

"The lessons have been informal, fun and educational. I have been encouraged to push myself and have been inspired by the tutor to be more creative."

Art & Design

| Course | Day | Time | Start Date | No of Weeks | Fee £ |
|---|-------|-------------|------------|-------------|-------|
| New courses shown in bold | | | | | |
| Art History | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Batik | Tues | 16:30-21:00 | 6 Nov | 4 | 73* |
| Book illustration | Wed | 18:30-20:30 | 19 Sep | 8 | 115 |
| Ceramics | Mon | 18:30-21:00 | 17 Sep | 8 | 131* |
| Ceramics | Tues | 18:30-21:00 | 18 Sep | 8 | 131* |
| Ceramics | Wed | 19:00-21:00 | 19 Sep | 10 | 131* |
| Ceramics | Thurs | 18:30-21:00 | 20 Sep | 8 | 131* |
| Drawing, the basics | Wed | 19:00-21:00 | 19 Sep | 10 | 115 |
| Drawing, continued | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Dressmaking - beginners | Thurs | 18:30-21:00 | 20 Sep | 8 | 115 |
| Dressmaking - beginners | Wed | 18:30-21:00 | 19 Sep | 8 | 115 |
| Graphic design - beginners | Thurs | 18:30-21:00 | 20 Sep | 8 | 115 |
| Interior design - beginners | Tues | 19:00-21:00 | 18 Sep | 10 | 131* |
| Jewellery making techniques - an introduction | Wed | 18:30-21:00 | 19 Sep | 8 | 157* |
| Life drawing | Thurs | 18:30-21:00 | 20 Sep | 8 | 134* |
| Painting - beginners | Wed | 18:30-21:00 | 19 Sep | 8 | 115 |
| Painting with oils | Fri | 18:30-21:00 | 21 Sep | 8 | 115 |
| Painting with oils & acrylics | Tues | 18:30-21:00 | 18 Sep | 8 | 115 |
| Painting without boundaries | Fri | 18:30-21:00 | 21 Sep | 8 | 115 |
| Painting with watercolours | Mon | 19:00-21:00 | 17 Sep | 10 | 115 |
| Photography digital - beginners | Tues | 18:30-21:00 | 18 Sep | 8 | 115 |
| Photography digital - beginners | Thurs | 18:30-21:00 | 20 Sep | 8 | 115 |
| Photography digital - the next step | Mon | 19:00-21:30 | 17 Sep | 8 | 115 |
| Photography - advanced | Mon | 19:00-21:00 | 17 Sep | 10 | 130* |
| Portraiture | Tues | 19:00-21:00 | 18 Sep | 10 | 130* |
| Saturday courses | | | | | |
| Adobe InDesign Taster | Sat | 09:00-12:00 | 3 Nov | 1 | 25 |
| Ceramics | Sat | 09:00-12:00 | 22 Sep | 8 | 158* |
| Ceramics | Sat | 13:00-16:00 | 22 Sep | 8 | 158* |
| Painting with oils | Sat | 09:30-13:30 | 3 Nov | 3 | 70 |

* Includes a material fee, please see individual course details on our website for more information.

Large print version required?

This prospectus is available in PDF format on our website:
<http://www.hillsroad.ac.uk/adult>

www.HillsRoadAdultEducation.co.uk

(01223) 278002 Email: adulted@hillsroad.ac.uk

Please note there will be no classes during the half-term holiday: **Monday 22nd - Friday 26th October** and on the College's Open Evenings: **Wednesday 7th and Thursday 8th November 2018**

Professional Counselling

| Course | Day | Time | Start Date | No of Hours | Fee £ |
|--|-------|-------------|------------|-------------|--------|
| New courses shown in bold | | | | | |
| Daytime courses | | | | | |
| AIM Awards Level 2 Certificate in Counselling Skills | Tues | 13:45-16:30 | 9 Oct | 75 | 965* |
| AIM Awards Level 3 Certificate in Counselling † | Thurs | 11:00-14:45 | 20 Sep | 150 | 2,075* |
| Evening courses | | | | | |
| Introduction to Counselling Skills | Mon | 18:30-21:00 | 1 Oct | 20 | 99 |
| AIM Awards Level 2 Certificate in Counselling Skills | Tues | 18:15-21:00 | 9 Oct | 75 | 965* |
| AIM Awards Level 2 Certificate in Counselling Skills † † | Tues | 18:15-21:00 | 9 Oct | 75 | 965* |
| AIM Awards Level 3 Certificate in Counselling † | Thurs | 17:45-21:30 | 20 Sep | 150 | 2,075* |
| AIM Awards Level 4 Diploma in Counselling Practice (2 years) † ^ | Tues | 17:30-21:30 | 2 Oct | 240 | 3,330* |
| Saturday courses | | | | | |
| Introduction to Counselling Skills | Sat | 10:00-12:30 | 29 Sep | 20 | 99 |
| AIM Awards Level 2 Certificate in Counselling Skills | Sat | 09:30-12:15 | 29 Sep | 75 | 965* |
| Introduction to Mindfulness | Sat | 10:00-12:00 | 3 Nov | 8 | 50 |
| Introduction to working with anxiety and depression | Sat | 09:30-16:00 | 6 Oct | 6 | 60** |
| Confronting Death & other existential issues Workshop | Sat | 09:30-16:00 | 24 Nov | 6 | 60** |

* Includes examination fees

** 20% discount for existing Hills Road Counselling students

† Advanced Learning Loan available to assist with your studies

†† This course will be held in Sawtry Old School

^ This is a 2 year course

Those students wishing to enrol on levels 3 or 4 must have completed levels 2 or 3 (or equivalent) respectively



Recreational

| Course | Day | Time | Start Date | No of Weeks | Fee £ |
|---|-------|-------------|------------|-------------|-------|
| New courses shown in bold | | | | | |
| Acting for Adults/Performance Skills | Tue | 18:30-21:00 | 25 Sep | 6 | 90 |
| Ballroom and Latin dancing - beginners | Mon | 18:30-19:30 | 17 Sep | 10 | 63 |
| Ballroom and Latin dancing - beginners continuation | Tues | 19:30-21:00 | 18 Sep | 10 | 95 |
| Ballroom and Latin dancing - improvers | Mon | 19:30-21:00 | 17 Sep | 10 | 95 |
| Creative writing - introduction | Tues | 19:00-21:00 | 18 Sep | 10 | 120 |
| Creative writing - continuation | Wed | 19:00-21:00 | 19 Sep | 10 | 120 |
| Indian head, neck & shoulder massage | Thurs | 19:00-21:00 | 27 Sep | 5 | 60 |
| Singing for Fun | Wed | 19:00-21:00 | 19 Sep | 10 | 125* |
| Yoga Holistic (Mindful Challenge) | Wed | 19:00-20:00 | 19 Sep | 10 | 60 |
| Yoga Holistic - mixed ability | Tues | 19:00-20:00 | 18 Sep | 10 | 60 |
| Saturday courses | | | | | |
| Bicycle maintenance - beginners | Sat | 09.30-13.30 | 3 Nov | 1 | 32* |
| Creative writing: kick start your creativity | Sat | 09:30-12:30 | 3 Nov | 1 | 25 |
| Writing Children's Books | Sat | 09:30-16:00 | 29 Sep | 1 | 50 |
| Writing Children's Books - the next step | Sat | 09:30-16:00 | 3 Nov | 1 | 50 |

* Includes a material fee, please see individual course details on our website for more information.

Skills for Employment & Development

| Course | Day | Time pm | Start Date | No of Weeks | Fee £ |
|---|------|-------------|------------|-------------|-------|
| Book keeping and accounts level 1 (City & Guilds) | Mon | 19:00-21:00 | 17 Sep | 13 | 260* |
| Design & build you own website, using WordPress - beginners | Mon | 19:00-21:00 | 17 Sep | 10 | 125 |
| Proof reading & copy editing | Thur | 19:00-21:00 | 20 Sep | 8 | 100 |
| Running your own business | Wed | 18:30-21:00 | 19 Sep | 6 | 95 |
| Saturday courses | | | | | |
| SAGE computerised accounts - part 1 | Sat | 09:30-15:30 | 10 Nov | 1 | 60 |
| SAGE computerised accounts - part 2 | Sat | 09:30-15:30 | 17 Nov | 1 | 60 |

* Includes examination fee, please see individual course details on our website for more information.

A level Resit

| Course | Day | Time pm | Start Date | No of Weeks | Fee £ |
|---------|------|-------------|------------|-------------|-------|
| Biology | Tues | 18.30-21.00 | 2 Oct | 25 | 775 |

This course is only available if you have completed A level Biology and you took the exam in June 2018. Enrolment is available by phone or in person and proof of your Biology qualification may be required at enrolment.



Advanced Learning Loan

To qualify for an Advanced Learner Loan, students will need to

- be aged 19 or over when starting the course
- be living in the UK when starting the course
- have been living in the UK for the three years before starting the course
- be a UK national or have 'settled status' (meaning you have no restrictions on how long you can stay)
- be studying at Level 3 or 4 (AS/A levels, counselling courses)

The loans are not means-tested or credit-checked and any individual who meets the criteria will be able to apply for a loan whether they are employed or unemployed - the loan will be paid directly to the College on your behalf. The minimum loan you can apply for is £300. The maximum loan varies from one course to the next and covers the vast majority of the overall tuition fee and exam costs for your chosen course.

You do not pay anything back until you are earning over £25,000, and if you don't earn above this you will not pay anything back. If you take out an Advanced Learning Loan for a Level 3 or 4 course you can still apply for a Student Loan for Higher Education (a degree course) at a later stage.

If you would like to apply please contact the adult education department who will issue you with a 'Learning and Funding' letter which you require to obtain the loan. For further information please contact the adult education department or the Student Loans Company at <http://www.slc.co.uk/contact.aspx>.



Adult Education Courses



Hills Road
Sixth Form College
Adult Education

ENROLMENT

- **Enrolments** are welcome from **16th June 2018**.

You can enrol onto any of our courses in a number of ways:



Online www.hillsroadadulthoodeducation.co.uk

or



Visit the Adult Education Office at the College, behind main reception; Monday–Thursday 8.30-14.30 and 15.30-19.00; Friday 8.30-16.00 during term time

or



Telephone the Adult Education Office: 01223 278002.

or



Send your completed **enrolment form** (www.hillsroad.ac.uk/adult/how-to-enrol) with a **cheque** made payable to: 'Hills Road Sixth Form College' for the total cost of your chosen course(s) to: Adult Education Office, Hills Road Sixth Form College, Hills Road, Cambridge, CB2 8PE.

or



Attend our enrolment evening on **Wednesday 5th September, 17.00-20.00**. Adult Education Co-ordinators will be on hand to advise you about any of our courses.

- **Fees for short courses** (10 weeks or less) must be paid in full when you enrol.
- **Fees for long courses** (more than 12 weeks) can be paid in full when you enrol or by instalments. Please contact the Adult Education office on 01223 278002 for more information.
- **Refunds** will be paid in full when a class is closed at the discretion of the College, or if you cancel your enrolment at least two weeks before the course starts. If you decide to cancel less than two weeks before the course starts you will receive a 50% refund. Unfortunately we cannot offer a refund if a course has already started. However, transferring to another class may be an option or we may be able to offer you a credit, which you can redeem against a future course. A part refund will be given to individual students withdrawing from a course on medical grounds (evidence required), a £5 administration charge will apply.
- **Course closure** is unfortunately sometimes necessary due to lack of student enrolments or unforeseen circumstances. Occasionally, the start of courses may be delayed by one week to enable further students to sign up. If courses have to be closed, students will be informed as soon as possible, refunded the full tuition fee, and offered guidance on other courses available.
- **The College cannot guarantee** that the courses listed in this prospectus will run, or that they will necessarily be repeated in future programmes.

OPPORTUNITIES FOR ALL AT HILLS ROAD

- If a student needs support beyond that provided to all students we will aim to provide it wherever circumstances and resources can be arranged. Please view our website www.hillsroad.ac.uk/adult/student-support for further details.
- Our Single Equality Scheme can be found at www.hillsroad.ac.uk/the-college/equality-diversity

HILLS ROAD SPORTS AND TENNIS CENTRE

Adult Education students are entitled to members prices (where applicable) on activities at the Sports Centre for the duration of their course. For details please contact the Centre on 01223 500009, email nmoss@hillsroad.ac.uk or visit www.hillsroadsportscentre.co.uk.

GUIDANCE

The College has a well-established reputation for support and guidance. Please contact your course co-ordinator or tutor should you wish to find out more.

- **Information and advice** is available prior to enrolment and you have the opportunity to obtain additional guidance at the enrolment evening on **Wednesday 5th September 17:00-20:00**.
- **Additional support** is also available under special circumstances for those completing assessments and/or examinations.

FURTHER INFORMATION

- **Safeguarding** - Adult Education students are not allowed on the College site until 6pm (unless their Adult Education class starts before 6pm).
- **Data Protection** - The protection of personal privacy is important to Hills Road Sixth Form College and any personal data you provide will be treated in accordance with current data protection legislation. Please view our privacy statement here: www.hillsroad.ac.uk/the-college/data-protection/privacy-notice
- **No Smoking** - the entire College site is a no-smoking area. There is a designated smoking area provided on the pavement on Purbeck Road.
- **Parking** - please be aware that parking on site is limited to disabled students only, subject to availability of spaces. Please contact the Adult Education office to obtain a permit. Students are encouraged to travel to College on foot, bicycle or bus. There are bicycle parking racks at the rear of the College (entrance from Purbeck Road) and a bus stop in front of the College. Please visit www.stagecoachbus.com or phone Traveline on 0871 200 2233 for information about local bus services. Those students that wish to drive are encouraged to use the multi storey car park located at Clifton Road Leisure Park. If students choose to park in roads near the College, please respect the needs of the local residents. Please be aware that there is no parking on Purbeck Road which is a private, non-through road.



Contact the Adult Education Office at the college:

(01223) 278002



The Hills Road Sixth Form College Adult Education Office is open:
Monday to Thursday 8.30-14.30 and 15.30-19.00 and Friday 8.30-16:00 during term time.
Email: adulted@hillsroad.ac.uk
www.hillsroadadulthoodeducation.co.uk

Hills Road Sixth Form College
Hills Road, Cambridge
CB2 8PE

For general enquiries
Tel: 01223 247251

www.hillsroad.ac.uk
Principal: Jo Trump

Want to know more?



Use your smartphone QR code reader for more information

Photography: India Lacey

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All details correct at time of printing but may be subject to variation. We reserve the right to alter details if necessary. Please check all details at time of booking.
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Dates for your Diary:

SPRING TERM 2019

Enrolment evening: Tuesday 8th January 2019

Courses start: Monday 21st January 2019

Half Term: Monday 18th - Friday 22nd February